CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
April 23, 2019 – POLICY SESSION

Meetings of the City Council of Clearfield City may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207 as amended. In such circumstances, contact will be established and maintained via electronic means and the meetings will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

City Council Chambers
55 South State Street
Third Floor
Clearfield, Utah

7:00 P.M. POLICY SESSION

CALL TO ORDER:	Mayor Shepherd
OPENING CEREMONY:	Councilmember Bush
APPROVAL OF MINUTES:	April 2, 2019 – Work Session
	April 9, 2019 – Policy Session

PUBLIC HEARING:

1. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO REZONE THE PROPERTIES LOCATED AT APPROXIMATELY 875 WEST 200 NORTH (TIN: 12-019-0103 AND 12-711-0112) FROM A-1 (AGRICULTURAL) TO R-1-OPEN (RESIDENTIAL)

   BACKGROUND: The request is to rezone properties located at approximately 875 West 200 North from A-1 (Agricultural) to R-1-Open (Residential). The developer plans to subdivide and complete the fifth and final phase of the Autumn Ridge single-family development. The purpose of the request is to match the zoning classification of all the other phases of the Autumn Ridge development. On April 3, 2019 the Planning Commission reviewed the request and recommends its approval.

   RECOMMENDATION: Receive public comment.

2. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST TO REZONE THE PROPERTY LOCATED AT APPROXIMATELY 49 WEST 300 NORTH (TIN: 12-020-0007) FROM R-1-8 (RESIDENTIAL) TO C-2 (COMMERCIAL)

   BACKGROUND: The request is to rezone the property located at 49 West 300 North from R-1-8 (Residential) to C-2 (Commercial). The home was previously used as a residence with a home preschool, but is now solely used as a commercial preschool and has been licensed as such since 2007. The proposed zone change is consistent with the City's General Plan and is supported by the Future Land Use Map designation of Mixed-Use. The Planning Commission reviewed the request on April 3, 2019 and recommends its approval.

   RECOMMENDATION: Receive public comment.

3. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A REQUEST FOR AN AMENDMENT TO THE KENSINGTON PLACE PHASE 2 SUBDIVISION PLAT LOCATED AT APPROXIMATELY 852 AND 880 SOUTH 550 EAST (TIN: 12-815-0001 AND 12-815-0002)

BACKGROUND: The request is to amend the Kensington Place Phase 2 Subdivision Plat located at approximately 852 and 880 South 550 East. The developer is proposing to add six additional townhome properties and an office/garage property to the subdivision along with demolishing two existing structures. The Planning Commission heard the request on April 3, 2019 and recommends approval subject to five conditions.

RECOMMENDATION: Receive public comment.

4. PUBLIC HEARING TO REVIEW AND ADOPT THE 2018/2019 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN

BACKGROUND: The One-Year Action Plan is necessary for Clearfield City to qualify for Community Development Block Grant (CDBG) funds through the Department of Housing and Urban Development (HUD). The plan covers the program year July 1, 2019 to June 30, 2020. A 30-day comment period commenced March 12, 2019 and residents were given the opportunity to review and comment, though no written comments have yet been received.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

5. OPEN COMMENT PERIOD

The Open Comment Period provides an opportunity to address the Mayor and City Council regarding concerns or ideas on any topic. To be considerate of everyone at this meeting, public comment will be limited to three minutes per person. Participants are to state their names for the record. Comments, which cannot be made within these limits, should be submitted in writing to the City Recorder at nancy.dean@clearfieldcity.org.

The Mayor and City Council encourage civil discourse for everyone who participates in the meeting.

Comments pertaining to an agenda item that includes a public hearing or public input should be given as that item is being discussed during the meeting.

6. CONSIDER APPROVAL OF ORDINANCE 2019-12 REZONING PROPERTIES LOCATED AT APPROXIMATELY 875 WEST 200 NORTH (TIN: 12-019-0103 AND 12-711-0112) FROM A-1 (AGRICULTURAL) TO R-1-OPEN (RESIDENTIAL)

RECOMMENDATION: Approve Ordinance 2019-12 rezoning properties located at approximately 875 West 200 North from A-1 (Agricultural) to R-1-Open (Residential) and authorize the Mayor's signature to any necessary documents.

7. CONSIDER APPROVAL OF ORDINANCE 2019-11 REZONING PROPERTY LOCATED AT 49 WEST 300 NORTH (TIN: 12-020-0007) FROM R-1-8 (RESIDENTIAL) TO C-2 (COMMERCIAL)

RECOMMENDATION: Approve Ordinance 2019-11 rezoning property located at 49 West 300 North (TIN: 12-020-0007) from R-1-8 (Residential) to C-2 (Commercial) and authorize the Mayor's signature to any necessary documents.

8. CONSIDER APPROVAL OF AN AMENDMENT TO THE KENSINGTON PLACE PHASE 2 SUBDIVISION PLAT LOCATED AT APPROXIMATELY 852 AND 880 SOUTH 550 EAST (TIN: 12-815-0001 AND 12-815-0002)

RECOMMENDATION: Approve an amendment to the Kensington Place Phase 2 Subdivision Plat located at approximately 852 and 880 South 550 East (TIN: 12-815-0001 and 12-815-0002) with the five conditions recommended by the Planning Commission and authorize the Mayor's signature to any necessary documents.

9. CONSIDER APPROVAL OF THE 2019/2020 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ONE-YEAR ACTION PLAN

RECOMMENDATION: Approve the 2019/2020 Community Development Block Grant (CDBG) One-Year Action Plan and authorize the Mayor's signature to any necessary documents.

10. CONSIDER APPROVAL OF AND CONSENT TO THE MAYOR'S PROPOSED APPOINTMENT OF INDIVIDUALS TO THE PLANNING COMMISSION

BACKGROUND: Planning Commissioner Levi Lloyd resigned and is moving from the City, creating a vacancy for a regular member. Mayor Shepherd and the City Council conducted interviews for Planning Commission vacancies during work session on March 19, 2019. Mayor Shepherd recommends appointing Brett McAllister, alternate member, to fill the regular member vacancy and Jacoby Marston to serve as an alternate member.

RECOMMENDATION: Approve and consent to the Mayor's appointment of Brett McAllister as a regular member of the Planning Commission filling the vacancy of Levi Lloyd with a term expiring February 2020 and Jacoby Marston as an alternate member filling the vacancy of Brett McAllister with a term expiring in February 2023 and authorize the Mayor's signature to any necessary documents.

11. CONSIDER APPROVAL OF A PROCLAMATION DECLARING APRIL 26, 2019 AS ARBOR DAY IN CLEARFIELD CITY

BACKGROUND: Clearfield City will celebrate Arbor Day on Friday, April 26, 2019. The City supports all efforts to plant and protect trees within its boundaries because trees are valuable to the City's environment. Clearfield has received the "Tree City USA" designation for the past 24 years. Community Services Director, Eric Howes, requests the date of April 26, 2019, be officially declared "Arbor Day" in the City of Clearfield.

RECOMMENDATION: Approve the Proclamation officially declaring April 26, 2019 as Arbor Day" in the City of Clearfield and authorize the Mayor's signature to any necessary documents.

COMMUNICATION ITEMS:

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

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

COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) AGENDA

1. CONSIDER APPROVAL OF THE MINUTES FROM THE NOVEMBER 13, 2018 WORK SESSION AND THE DECEMBER 11, 2018 POLICY SESSION

SCHEDULED ITEM:

2. CONSIDER APPROVAL OF RESOLUTION 2019R-02 AUTHORIZING AN INTERLOCAL AGREEMENT BETWEEN THE CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) AND DAVIS SCHOOL DISTRICT RELATING TO THE LIFETIME PRODUCTS CRA (COMMUNITY REINVESTMENT AREA)

   BACKGROUND: On October 9, 2018, the Clearfield Community Development and Renewal Agency (CDRA) adopted by Resolution an official Plan and Project Area Budget for the Lifetime Community Reinvestment Project Area. The CDRA desires to enter into this agreement to receive a portion of property tax increment generated within the Lifetime Products Community Reinvestment Area (CRA) from Davis School District. The funds will incentivize Lifetime Products to expand in Clearfield, which is anticipated to create approximately 150 jobs.

   RECOMMENDATION: Approve Resolution 2019R-02 authorizing an Interlocal Agreement between the Clearfield Community Development and Renewal Agency (CDRA) and Davis School District and authorize the Chair's signature to any necessary documents.

*****ADJOURN AS THE CDRA*****

Dated this 17th day of April, 2019.

/s/Wendy Page, Deputy Recorder

The City of Clearfield, in accordance with the 'Americans with Disabilities Act' provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 525-2714, giving her 48-hour notice.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
April 2, 2019

City Building
55 South State Street
Clearfield City, Utah

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Tim Roper	Councilmember
	Karece Thompson	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Stuart Williams	City Attorney
	Kelly Bennett	Police Chief
	Scott Hodge	Public Works Director
	Mark Baird	Public Works Deputy Director
	Eric Howes	Community Services Director
	Ben Frye	Parks/Open Space Manager
	Brad McIlrath	Senior Planner
	Rich Knapp	Finance Manager
	Lee Naylor	Accountant
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
EXCUSED:	Summer Palmer	Assistant City Manager

VISITORS: Ruth Jones

Mayor Shepherd called the meeting to order at 6:07 p.m.

DISCUSSION ON A ZONING TEXT AMENDMENT TO AMEND STEP BACK REQUIREMENTS IN SECTION 5.4 FOOTNOTE 3 OF THE CITY'S FORM-BASED CODE

Brad McIlrath, Senior Planner, reviewed the zoning text amendment to the Form Based Code (FBC) proposed by Marvin Murri, developer. Mr. Murri asked that the City consider amending the Form Based Code requirements for step back on three story multi-family residential buildings. Mr. Murri had proposed the following changes:

> *Amend Section 5.4 footnote 3 of the Form-Based Code to require the six foot (6') step back for buildings taller than four (4) stories rather and three (3) stories as the Code currently reads and remove the step back standard in the table which requires a step back of ten (10') at the top of the 3rd story.*

Mr. McIlrath shared some visual illustrations with the Council that showed step backs on various types of buildings. He informed the Council that staff was in favor of the amendment but the Planning Commission recommended denial citing a need to finish the consultant's review and proposed revisions to FBC in its entirety.

There was a discussion about step back requirements on multi-family residential buildings and the Council's reluctance to make amendments to the FBC on a project by project basis. The Council agreed with the Planning Commission that it might be better to wait until the consultant finished a review and proposed revisions to FBC.

DISCUSSION ON THE SECOND AMENDMENT TO THE MIDTOWN VILLAGE AT LEGEND HILLS SUBDIVISION PLAT LOCATED AT APPROXIMATELY 788 SOUTH 2000 EAST (TIN: 09-419-0102)

Brad McIlrath, Senior Planner, informed the Council that the request was for a second amendment to the Midtown Village at Legend Hills Subdivision Plat. He explained the developer was proposing dividing the existing Lot 102 into two new lots. He reported the amendment would not vacate or amend any existing utility easements, access points, or public rights-of-way. He indicated the zoning for the parcel would remain D-R (Downtown Redevelopment). He reported the Planning Commission recommended approval of the request.

DISCUSSION ON THE FINAL SUBDIVISION PLAT FOR THE LANDON'S CORNER SUBDIVISION LOCATED AT APPROXIMATELY 357 AND 343 WEST 300 NORTH (TIN: 12-020-0087 AND 12-020-0155)

Brad McIlrath, Senior Planner, informed the Council that the property proposed for the Landon's Corner Subdivision was currently zoned R-3 (Multi-family Residential). He stated the developer proposed to build sixteen townhomes on the property. He reported the request was for final subdivision plat approval and then site plan approval would follow later with the Planning Commission. He suggested a quality development would be beneficial to the area. He reported the Planning Commission recommended approval of the request.

DISCUSSION ON THE AWARD OF BID FOR THE CORNERSTONE PARK IMPROVEMENT PROJECT

Eric Howes, Community Services Director, explained the Cornerstone Park Improvement Project proposed improvements for the north end of the park by adding a parking lot and restroom. He reported the City received nine bids for the project and 3XL was the lowest responsible bidder with a bid amount of $118,599.52. Mr. Howes informed the Council that one of the challenges to the project would be the placement of the restroom because of overhead power lines so various alternatives were being considered. He explained if one of the alternatives for the placement of the restroom didn't work, its location would be moved farther from the play area. He stated the project should be complete by the end of June. He explained there was $210,000 budgeted for the project and the additional funding would be used to purchase and place the restroom and for contingency needs.

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DISCUSSION ON THE AWARD OF PROPOSAL FOR ARCHITECTURAL SERVICES ON THE PRELIMINARY DESIGN OF THE PUBLIC WORKS BUILDING PHASE 3

Scott Hodge, Public Works Director, informed the Council that a Request for Proposal (RFP) was issued for preliminary design of Phase 3 of the Public Works maintenance and operations facilities. He explained staff prepared a floor plan sketch as a starting point for the facilities that would assist with the operations of the fleet, streets, and utility maintenance divisions. He stated the intent was to get a good cost estimate for finishing the upgrades for the entire site. He reported the City received four responses to its RFP and staff selected Think Architecture with a proposed cost of $5,850. There was a discussion about the disparity in the proposal response specific to the price points. Mr. Hodge reported Think Architecture was the same company that prepared the Master Plan for the entire site so it was very familiar with the project. He added the project should be completed about three weeks after the contract was signed.

Councilmember Peterson asked what the next step would be regarding design if the architect did not produce the desired result. Mr. Hodge responded the budget would allow for additional work with the architect should it be necessary. Mayor Shepherd recommended it be brought back to the Council for review if that scenario played out.

DISCUSSION ON A PUT/CALL OPTION AGREEMENT WITH LOTUS ACQUISITIONS, LLC, FOR PROPERTY LOCATED AT APPROXIMATELY 448 SOUTH STATE STREET

JJ Allen, City Manager, informed the Council that Lotus Acquisitions, LLC, was in the process of purchasing the property located at 448 South State Street, adjacent to the property formerly known as the Clearfield Mobile Home Park. He reminded the Council that the City had a Memorandum of Understanding with Lotus Company that was specific to the redevelopment of the area but a development agreement had not yet been executed, so Lotus was asking for the approval of a Put/Call Option for the property located at 448 South State Street. He explained the agreement would commit the City to purchasing the property should a development agreement never materialize between the two parties. He added the purchase price for the property was $325,000 and Lotus was scheduled to close in mid-April. Mr. Allen expressed his opinion that the property at 448 South State Street was essential to getting the frontage on State Street needed to properly develop the Clearfield Mobile Home property even if Lotus ended up not being the developer for the site. He reported the City and developer were experiencing challenges purchasing some of the other key parcels of property making the purchase of the proposed piece critical for the project.

Councilmember Peterson asked what funding would be used to meet the terms of the agreement should the City need to purchase the parcel. Mr. Allen stated the funding would come from bond proceeds. Mayor Shepherd added the purchase of the parcel was imperative to getting the development moving so the City could work toward paying back the bond proceeds as soon as possible.

Councilmember Phipps asked if the City would be liable for the costs of clearing the property for development in addition to the purchase amount. Mr. Allen responded the site would not be cleared until the development agreement was in place. Councilmember Peterson asked if any of

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the structures on the property were considered historical in nature. Mayor Shepherd commented the structures were not old enough to be historical.

DISCUSSION ON THE FISCAL YEAR 2020 BUDGET

Rich Knapp, Finance Manager, reviewed the budget schedule through the adoption of the tentative budget with the Council.

Mr. Knapp stated staff had been working on creating the budget for Fiscal Year 2020 (FY20). He explained there were still items that were being estimated until further information was determined: property tax revenue, health insurance premiums, property and liability insurance premiums, capital projects that might not be completed by June 30, 2019, and the indirect cost allocation. He reviewed the proposed expenditures by function for all budget funds, the savings being recognized because of the energy efficient upgrades, and the City's total debt history and ongoing obligations. He cautioned personnel costs continued to climb and a significant increase was expected to health insurance premiums.

Mr. Knapp provided a history of the City's certified tax rate. He informed the Council that the City would pay off its General Obligation bonds in 2021 and suggested the Council consider maintaining the property tax rate at or near the rate established to include the debt payment on the bonds. He expressed his opinion that it would be a good way to prepare for future payments on the bonds issued to redevelop Mabey Place or to refresh the aging Aquatic and Fitness Center. Councilmember Phipps expressed his opinion that the proposed scenario of maintaining the rate as the bonds were retired would not have a significant impact on the taxpayers. Councilmember Peterson agreed and commented the City had major assets it would need to keep operational and beautiful.

Councilmember Phipps expressed his concern with the technology stipend offered to elected officials every other year. He did not believe there was a need to replace the devices used by the members of the City Council quite as often as was currently the practice. There was a discussion on the need for the technology and associated warranties with the devices and how often they should be replaced. The Council determined to keep the stipend as currently being administered. Councilmember Phipps also expressed his concern with the City offering health benefits to elected officials who were identified as part time. JJ Allen, City Manager, commented there were many cities that provided benefits to elected officials and there were others who did not. Councilmember Phipps expressed concern for the taxpayer and wanted to raise the concern.

There was a discussion about the City's proposed operational expenses and their comparison to last year's requests. The Council asked staff to remove the purchase of a wood chipper from the budget for now. The Council was invited to more thoroughly review the budget materials and direct any questions to staff. JJ Allen, City Manager, informed the Council that an additional budget question and answer period would be held during the work session scheduled for Tuesday, April 9, 2019.

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Councilmember Thompson moved to adjourn at 8:10 p.m., seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmember Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.

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CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
April 9, 2019

City Building
55 South State Street
Clearfield City, Utah

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Tim Roper	Councilmember
	Karece Thompson	Councilmember
EXCUSED:	Kent Bush	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Stuart Williams	City Attorney
	Kelly Bennett	Police Chief
	Scott Hodge	Public Works Director
	Mark Baird	Public Works Deputy Director
	Adam Favero	Utility Superintendent
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Spencer Brimley	Community Development Director
	Lee Naylor	Accountant
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder
EXCUSED:	Summer Palmer	Assistant City Manager

VISITORS: Marvin Murri, Bob Bercher, Kathryn Murray, Brady Jugler – Planning Commission Chair, Ruth Jones

Mayor Shepherd called the meeting to order at 7:00 p.m.

Mayor Shepherd informed the audience that if they would like to comment during the Public Hearing or Open Comment Period there were forms to fill out by the door.

Councilmember Thompson led the opening ceremonies.

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APPROVAL OF THE MINUTES FROM THE MARCH 19, 2019 WORK SESSION AND THE MARCH 26, 2019 POLICY SESSION

Councilmember Tim Roper moved to approve the minutes from the March 19, 2019 work session and the March 26, 2019 policy session; as written, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Peterson, Phipps, Roper and Thompson. Voting NO – None. Councilmember Bush was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE REQUEST FOR A ZONING TEXT AMENDMENT TO THE FORM BASED CODE (FBC) REGARDING THE BUILDING STEP BACK FOR MULTI-FAMILY RESIDENTIAL BUILDINGS

Spencer Brimley, Community Development Director, stated the Downtown Clearfield Form Based Code (FBC) was adopted by the City Council in June 2018. He explained as part of its adoption and implementation, the City Council and staff recognized that there might need to be updates from time to time. He continued Marvin Murri, applicant, requested the Council consider a change to the step back requirements on multi-family residential buildings. Mr. Brimley noted the Planning Commission held a public hearing and discussed the issue on March 20, 2019.

He reviewed the proposed request and current FBC standards as well as the applicant's renderings which had not been available to the Council when it was discussed during its work session meeting on April 2, 2019. He mentioned there were two other developments, City Center and Clearfield Junction, which were allowed to develop without the current step back requirement because City Center was developed prior to FBC adoption and Clearfield Junction had been allowed modifications to the Code through a development agreement.

Mr. Brimley explained staff recommended approval to the Planning Commission; however, the Planning Commission recommended denial of the zoning text amendment so the City could wait for recommendations from a consultant that was in the process of thoroughly reviewing the entire FBC for changes that might benefit the entire downtown area. He acknowledged later in the meeting the Council would consider approving, denying or tabling the request.

Mayor Shepherd opened the public hearing at 7:07 p.m.

PUBLIC COMMENT

In Favor

Marvin Murri, applicant, pointed out the other residential projects identified with the step back shown during Mr. Brimley's presentation had mixed uses with retail on the ground level and housing on the higher levels. He indicated his proposal for the text changes to the FBC was distinct and not required for all buildings, just for multi-family residential buildings. He voiced his opinion it was difficult to find multi-family buildings with a similar step back as required in the City's FBC. He acknowledged it was his understanding the City was in the process of reviewing its FBC to make updates; however, he was disappointed with the timing and needed to

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make decisions prior to the review's completion which would impact his development's progression and associated costs.

Mr. Murri stated he felt his proposed development was a good project which could enhance the Mabey Place redevelopment. He reiterated his time constraints and thanked the Council for its consideration of the requested changes to FBC.

Trenton Saxton, CRSA Architects, reminded the Council that staff had recommended the Planning Commission approve the amendment. He stated he recognized the City's desire to get a unified design throughout the FBC area and pointed out once the FBC review was completed, if it included the changes proposed, then Mr. Murri's project would be the only one in the City with the four story step back. He thanked the City Council for its consideration.

Opposed

Brady Jugler, resident, explained he was in attendance at the Planning Commission meeting on March 20, 2019 where the item was discussed. He expressed he was not necessarily against the idea that was proposed, but more concerned about the timing relative to the FBC review.

Councilmember Peterson moved to close the public hearing at 7:17 p.m. seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Peterson, Phipps, Roper and Thompson. Voting NO – None. Councilmember Bush was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE REQUEST FOR AN AMENDMENT TO THE MIDTOWN VILLAGE AT LEGEND HILLS SUBDIVISION – FIRST AMENDED PLAT LOCATED AT APPROXIMATELY 788 SOUTH 2000 EAST (TIN: 09-419-0102)

Spencer Brimley, Community Development Director, said a request had been submitted to amend the Midtown Village at Legend Hills Subdivision – First Amended Plat by dividing the existing Lot 102 into two lots. He reviewed the proposed plat and indicated the proposed amendment did not vacate or amend any existing utility easements, access points or public right-of-way. He acknowledged the Planning Commission heard the request on March 20, 2019 and recommended approval subject to five conditions.

Mayor Shepherd opened the public hearing at 7:19 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

Councilmember Thompson moved to close the public hearing at 7:20 p.m. seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Thompson. Voting NO – None. Councilmember Bush was not present for the vote.

OPEN COMMENT PERIOD

There were no public comments.

DENIAL OF ORDINANCE 2019-10 AMENDING THE FORM BASED CODE REGARDING THE BUILDING STEP BACK FOR MULTI-FAMILY RESIDENTIAL BUILDINGS

Mayor Shepherd recognized Councilmember Thompson had a question for the applicant, Marvin Murri, and provided an opportunity for dialog. Councilmember Thompson confirmed with the applicant there were additional costs with the step back requirement. Trenton Saxton, CRSA Architects, explained step back requirements would require the building to be designed with additional structure support throughout the levels and reduce the square footage of each unit so there would be financial impacts. Councilmember Thompson asked how much housing affordability would be impacted if the step back requirement were to be amended in the future. Mr. Saxton responded it would allow utilization of the space and maximize the square footage. Councilmember Thompson wondered what the amount of savings would be for the person renting or owning a given unit and if it would assist in efforts to provide affordable housing. Mr. Saxton answered the numbers had not been evaluated and he did not have dollar amounts.

Councilmember Thompson expressed he was focused on housing affordability and worried if concessions were made with the development community those concessions might not increase affordability. Mr. Murri indicated there would be financial implications if a step back were required because it would increase the cost of the project which would be passed on to the consumer and reduce the amount of square footage for use; therefore, it contradicted affordable housing. Councilmember Thompson thanked him for his clarification.

Councilmember Roper commented FBC was put in place to govern the standards for downtown redevelopment. He recognized the City was getting ready to begin a thorough review of the standards. He acknowledged there would be issues that would continue to come up and hoped the review and update would address them.

Councilmember Peterson added the City had invested time and resources to be deliberate in creating a Code that would stand on its own as the corridor developed and not require a project by project exception list. She recognized the time constraints of the developer for his particular project. She expressed her opinion it would be unwise to make changes to the Code while in the process of its review. She pointed out experts in the development community were involved in the creation of FBC and had many opportunities to weigh in on the current development standards.

Councilmember Phipps concurred with prior comments. He indicated he had been hesitant about FBC but accepted it because it was well thought out and orchestrated by a large community. He expressed his support to review the FBC as a unit so it could stand alone as intended. He explained there might be individual impacts until updates to the Code were made; however, it was for the benefit of the City as a whole. He expressed his hesitancy in not following the recommendations of the Planning Commission except in circumstances where additional

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information came to light that was not privy to that body during its decision making or its logic was not reasonable.

Councilmember Phipps moved to deny Ordinance 2019-10 amending the Form Based Code (FBC) regarding the building step back for multi-family residential buildings as recommended by the Planning Commission, seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Peterson, Phipps, Roper and Thompson. Voting NO – None. Councilmember Bush was not present for the vote.

APPROVAL OF AN AMENDMENT TO THE MIDTOWN VILLAGE AT LEGEND HILLS SUBDIVISION – FIRST AMENDED PLAT LOCATED AT APPROXIMATELY 788 SOUTH 2000 EAST (TIN: 09-419-0102)

Councilmember Peterson moved to approve an amendment to the Midtown Village at Legend Hills Subdivision – First Amended Plat located at approximately 788 South 2000 East (TIN: 09-419-0102) with the five conditions recommended by the Planning Commission and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Peterson, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Bush was not present for the vote.

APPROVAL OF THE FINAL SUBDIVISION PLAT FOR LANDON'S CORNER LOCATED AT APPROXIMATELY 357 AND 343 WEST 300 NORTH

Spencer Brimley, Community Development Director, stated Rick Scadden, applicant, was proposing a 16-unit townhome residential subdivision for the property located at approximately 357 and 343 West 300 North. He noted the property was currently zoned R-3 (Multi-family Residential) which allowed for the development of the townhome subdivision. He pointed out the item was administrative and did not require a public hearing. He indicated the Planning Commission heard the request at its meeting on March 20, 2019 and recommended approval with eight conditions. He mentioned the City Council had discussed the request at its meeting on April 2, 2019.

Councilmember Thompson moved to approve the Final Subdivision Plat for Landon's Corner located at approximately 357 and 343 West 300 North with the eight conditions as recommended by the Planning Commission and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Peterson, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Bush was not present for the vote.

APPROVAL OF AND CONSENT TO THE MAYOR'S PROPOSED REAPPOINTMENT OF EDEN BUSH AS THE YOUTH AMBASSADOR FOR THE PLANNING COMMISSION

Mayor Shepherd acknowledged Eden Bush had been serving as the Youth Ambassador for the Planning Commission for one year and had been an asset by always coming prepared to discuss the items and provide unique and insightful thoughts and questions for each item considered. He

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recommended, since the bylaws allowed for the youth delegate to serve a second one-year term, Eden Bush be reappointed as the Youth Ambassador for the Planning Commission.

Councilmember Roper commented in addition to serving on the Planning Commission, Eden was also the vice chair of the Youth Commission and equally involved and prepared. He explained his only regret was that she was not a voting member of the Planning Commission.

Councilmember Roper moved to approve and consent to the Mayor's proposed reappointment of Eden Bush as the Youth Ambassador for the Planning Commission for one year and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Peterson, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Bush was not present for the vote.

APPROVAL OF THE PUT/CALL OPTION AGREEMENT WITH LOTUS ACQUISITIONS, LLC TO FORMALIZE TERMS FOR THE ACQUISITION OF PROPERTY LOCATED AT 448 SOUTH STATE STREET

JJ Allen, City Manager, informed the Council that Lotus Acquisitions, LLC, was in the process of purchasing the property located at 448 South State Street, adjacent to the property formerly known as the Clearfield Mobile Home Park. He reminded the Council that the City had a Memorandum of Understanding with Lotus Company that was specific to the redevelopment of the area but a development agreement had not yet been executed. He explained Lotus was asking for the approval of a Put/Call Option for the property located at 448 South State Street. He indicated the Put/Call Option Agreement provided terms that would address the disposition of the property at 448 South State Street should negotiations on a development agreement terminate without its execution, which protected both parties. Mr. Allen noted the matter was discussed with the Council previously during work session on April 2, 2019.

Councilmember Peterson moved to approve the Put/Call Option Agreement with Lotus Acquisitions, LLC to formalize terms for the acquisition of property located at 448 South State Street and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Thompson. Councilmember Phipps wondered if Lotus Acquisitions, LLC was the same legal entity as Lotus. Mr. Allen responded there were multiple entities under the Lotus name and Lotus Acquisitions, LLC was one in the group of companies. **The motion carried upon the following vote: Voting AYE – Councilmembers Peterson, Phipps, Roper, and Thompson. Voting NO – None.** Councilmember Bush was not present for the vote.

APPROVAL OF THE AWARD OF BID FOR THE CORNERSTONE PARK IMPROVEMENT PROJECT

Eric Howes, Community Services Director, stated the Cornerstone Park Improvement Project was discussed with the Council during work session on April 2, 2019. He explained the project proposed improvements for the north end of the park by adding a parking lot and restroom. He reported the City received nine bids for the project and 3XL was the lowest responsible bidder with a bid amount of $118,599.52. He explained there was $210,000 budgeted for the project and

the additional funding of $91,400.48 would be used to purchase and place the restroom as well as for contingency needs.

Councilmember Roper mentioned he had recently visited the park and was supportive of the needed improvements.

Councilmember Phipps moved to approve the award of bid for the Cornerstone Park Improvement Project to 3XL, Inc. with the bid amount of $118,599.52; with costs for contingency and the purchase and installation of the restroom in the amount of $91,400.48, for a total project cost of $210,000; and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Peterson, Phipps, Roper, and Thompson. Voting NO – None. Councilmember Bush was not present for the vote.

COMMUNICATION ITEMS

Mayor Shepherd

1. Expressed condolences to the family from Clearfield High School who lost their son yesterday in an accident.
2. Attended a breakfast where Wasatch Elementary was recognized by United Way for being one of the most improved Title I schools in the Nation. He commended the school and staff for its efforts in helping each student.
3. Reported attending a ribbon cutting ceremony with Councilmember Peterson on April 6, 2019 for Legacy Roofing, a new business located in the City.
4. Attended a reception for the U.S. Air Force Scientific Advisory Board from the Pentagon at the Hill Air Force Base Museum on April 8, 2019.

Councilmember Peterson – recognized March 29, 2019 was the National Vietnam War Veterans Day. She recognized there were two from Clearfield whose names had been placed on the memorial wall in Washington DC as well as the replica wall in Layton. She thanked those veterans on staff or residing in the City for their contributions. She felt it was an important part of history and expressed her gratitude for having a place to go for reflection.

Councilmember Phipps – nothing to report.

Councilmember Roper – thanked staff for its efforts with budget preparations.

Councilmember Thompson – nothing to report.

STAFF REPORTS

JJ Allen, City Manager

1. Reported a meeting would be held in the City's multi-purpose room on April 10, 2019 for a discussion on broad spectrum housing strategies. He invited those interested in attending. He explained it was not a City sponsored meeting.
2. Attended a meeting earlier in the day with Utah Department of Transportation's new director, Lisa Wilson, and her staff. He explained multiple meetings were planned to further develop relationships and to spend time collaborating.

DRAFT

3. Announced construction on the State's I-15 Davis-Weber Express project would begin shortly and could impact traffic in the City while a carpool lane from Layton to Roy was constructed.
4. Sent out the monthly report and directed the Council to let him know if there were any questions.

Eric Howes, Community Services Director
1. Participated with staff on April 8, 2019 at an event to test the gaming options that were being considered for entertainment at the upcoming Fourth of July celebration. He explained, in addition to an air conditioned trailer filled with arcade style games, the vendor would be able to provide laser tag and archery tag in the park for groups at a reasonable rate. He indicated it would be discussed during the next Fourth of July committee meeting whether or not it would be beneficial to open the activities earlier than planned then possibly begin to prepare an agreement with the vendor. Mr. Allen pointed out the activities would attract the participation of kids and teens during the festivities. Mayor Shepherd expressed his excitement and suggested it could be worth scheduling for future years as well.
2. Reported the Clearfield Aquatic and Fitness Center (CAFC) received an award from the American Red Cross as one of four centers that completed its audit successfully. He noted the region, which included Colorado, Wyoming, and Utah, was one of the most active and involved areas with fitness training in the Nation. He stated the award was a tribute to the staff and the safety of the facility. He stated it was nice to receive such compliments during the award presentation from the American Red Cross.

Nancy Dean, City Recorder –reviewed the Council's schedule:

- Work Session on April 16, 2019
- Policy Session on April 23, 2019
- Work Session on April 30, 2019
- Tentative Joint Work Session with the Planning Commission on May 7, 2019
- Work and Policy Session on May 14, 2019

Trevor Cahoon, Communications Coordinator – reported the shirt designs for the Fourth of July event were completed and there were two designs, one for staff and one that would be a for-sale shirt. He explained all the proceeds of the for-sale shirts would go toward the City's Veterans Monument. He reviewed upcoming events with the Council:

- April 19, 2019 – The Great Shakeout
- April 20, 2019 – Egg Hunt and Egg Dive
- April 26, 2019 – Kickoff Celebrate Clearfield Week
    - Arbor Day event at 10:00 a.m. at Fox Hollow Park
    - Summer Blitz for summer recreation enrollment at 2:00 p.m. at the CAFC
- April 27, 2019 – Take Pride in Clearfield Day and dumpster drop
- April 29, 2019 – Everyone Matters event to be held at City Hall
- May 2, 2019 – Police Outreach event at the CAFC

Mr. Cahoon thanked Weber State University's public relations group for its partnership with the City and assistance in planning, promoting, as well as its efforts in collecting donations for the Everyone Matters event.

There being no further business to come before the Council, **Councilmember Peterson moved to adjourn the policy session and reconvene in work session at 8:00 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE –**

DRAFT

Councilmembers Peterson, Phipps, Roper, and Thompson. Voting NO – None.
Councilmember Bush was not present for the vote.

DRAFT

STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Brad McIlrath, Senior Planner

MEETING DATE: Tuesday, April 23, 2019

SUBJECT: Discussion Item: **RZN 1903-0001,** a zoning map amendment request by Jason Hamblin to rezone the subject properties from A-1 (Agricultural) to R-1-Open (Residential). **Location:** Approximately 875 West 200 North (TIN: 12-019-0103 & 12-711-0112). **Rezone Area:** 3.569 Acres. **Planner:** Brad McIlrath **(Legislative Matter).**

PLANNING COMMISSION RECOMMENDATION

On April 3, 2019 the Planning Commission forwarded a recommendation of **approval of RZN 1903-0001**, to the Clearfield City Council, a zoning map amendment request by Jason Hamblin to rezone the subject properties from A-1 (Agricultural) to R-1-Open (Residential).

DESCRIPTION / BACKGROUND

These properties are located in the area south of Steed Park, north of Miya Farms, and west of the Denver and Rio Grande Western rail trail. The purpose of the rezone is to match the zoning classification with that of the adjacent residential properties. The developer plans to subdivide and complete the fifth and final phase of the Autumn Ridge single-family development. In planning for this development utility infrastructure was previously laid for the connection of 200 North and 75 North. The parcels are vacant or have been used for agricultural uses in the past, with residential homes adjacent to the streets. The south parcel was subdivided and dedicated for storm water detention for phase 4 of the Autumn Ridge development, but was not rezoned at the time of that development. The surrounding land uses are:

- North – A-1 (Single Family Residential)
- East – R-1-Open (Single Family Residential)
- South – R-1-Open (Single Family Residential)
- West – A-1 (Single Family Residential)

The Clearfield City General Plan designates this area as Residential (See Future Land Use Map). As stated in the Land Use Element chapter of the General Plan, “it is the City’s policy that no new parcels of land be rezoned to R-1-Open” (p. 5). As the final phase of the adjacent single-family development staff recommends that the subject properties be rezoned to match the zoning of all of the other phases of the Autumn Ridge development. If this was a new

development and not the final phase of a single-family subdivision with the R-1-Open zoning classification, Staff would not be supportive of the rezone.

As is evident with the preliminary subdivision plat request, one of the properties included in the subdivision is already zoned R-1-Open. Therefore, the rezone of these two properties to match that classification is necessary to ensure a consistent zoning and development pattern.

R-1-Open Development Standards

The R-1-Open zone does not have minimum or maximum lot standards, but allows density based upon the amount of open space provided. For example, 3.5 dwellings per acre are allowed when 1% to 4% of the development is developed as open space. To ensure compliance with these standards a development agreement is required that incorporates the standards of the R-1-Open zone. Based upon the preliminary subdivision plat application, the applicants are proposing 13 single-family lots with the smallest lot size of 9,145 square feet and the largest at 15,299 square feet. Part of the southwest lot will be modified to be open space for the development and will be tied into the storm water detention of phase 4. With this preliminary subdivision layout of 13 lots, the development will have a density of 3.18 dwellings to the acre. With the previous phases of the subdivision to the east and south, Staff finds the rezone appropriate to ensure development consistency and design for this residential area.

GENERAL PLAN ANALYSIS

Review Consideration	Staff Analysis
The proposed amendment is in accordance with the General Plan and Map; or	Goal 1 of the Land Use Element states "Maintain consistency between the City's Land Use Ordinance and the General Plan." The General Plan designates this area as "Residential." This rezone would allow these parcels to be more consistent with the surrounding parcels and the zoning designation of those parcels.
Changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.	The General Plan encourages zone changes to provide for the highest and best use of the community and property owners. Decreases in agricultural viability for this area and increased demand for single-family ownership in the community supports this change as the highest and best use for these properties.

CORRESPONDING POLICY PRIORITY (IES)

Improving Clearfield's Image, Livability and Economy

The rezone of the portions of these properties to continue the development of single-family development will improve the image, livability, and economy in the following ways:

- The development will provide beautification of the lands that have been vacant and undeveloped with a uniform streetscape design and single-family development consistent with the other homes in the area.

- Provide additional housing and households that can contribute to the local economy, arts, parks, and recreational activities.

PUBLIC COMMENT

Property notices were posted on March 22, 2019 and mailed notices were sent on March 22, 2019. As of the date of this report, Staff has received questions from an adjacent property owner. No concerns with the development or rezone, simply questions about what would be happening there.

STAFF RECOMMENDATION/CONCLUSION

Staff recommended that the Planning Commission forward a recommendation of **APPROVAL** to the City Council for the proposed zone change based upon the following findings:

1. The proposed zone change is consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.
2. The proposed zone change is supported by the Future Land Use Map designation of Residential in the General Plan.
3. The R-1-Open Zone is the same zoning district of the first four phases of the Autumn Ridge Subdivision.
4. Future subdivision and development of these properties in the R-1-Open Zone would be consistent with the existing land uses in the area.
5. Although not fully supported by the General Plan the rezone of these properties to R-1-Open will be a unique situation as Autumn Ridge Phase 5 will complete this subdivision. As such, no other land will be encouraged to be rezoned to R-1-Open by City staff.

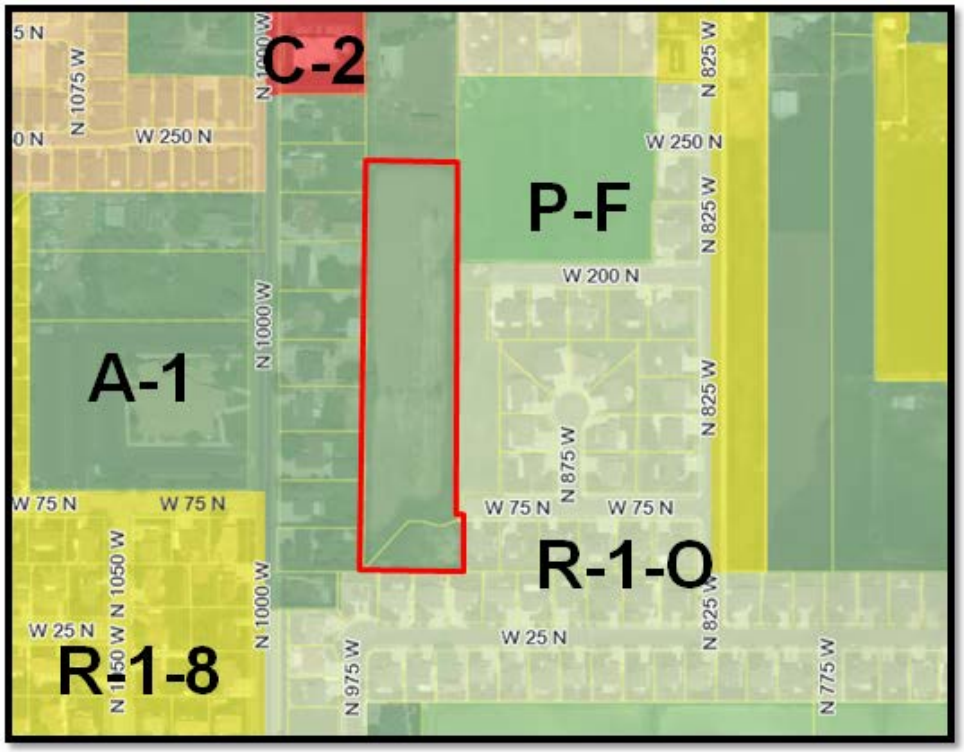
LIST OF ATTACHMENTS

- General Plan: Future Land Use Map
- Zoning Map

GENERAL PLAN: FUTURE LAND USE MAP



ZONING MAP



CLEARFIELD CITY ORDINANCE 2019-12

AN ORDINANCE REZONING PROPERTY LOCATED AT APPROXIMATELY 875 WEST 200 NORTH (TIN: 12-019-0103 AND 12-711-0112) FROM A-1 (AGRICULTURAL) TO R-1-OPEN (RESIDENTIAL) AND AMENDING THE CLEARFIELD CITY ZONING MAP ACCORDINGLY.

PREAMBLE: This Ordinance rezones the property located at approximately 875 West 200 North (TIN: 12-019-0103 and 12-771-0112) from A-1 (Agricultural) to R-1-Open (Residential) and amends the City's Zoning Map to reflect the change.

WHEREAS, pursuant to an application received by the City's Community Development office, the City Council must consider a change in the zoning for the property located at approximately 875 West 200 North (TIN: 12-019-0103 and 12-771-0112); and

WHEREAS, after a public hearing on the matter, the Clearfield City Planning Commission recommended to the Clearfield City Council that the rezone be approved; and

WHEREAS, following proper notice, as set forth by state law and the City's Land Use Ordinance, the City Council held a public hearing on the application for a change in the zoning for the property and allowed for public comment thereon; and

WHEREAS, after the public hearing, the City Council carefully considered any comments made during the public hearing, the developer's/landowner's position, as well as the Planning Commission's recommendations regarding the proposed rezone; and

WHEREAS, following its public deliberation, the City Council has determined the zoning change listed below is in the best interests of Clearfield City and its residents and will most effectively implement the City's planning efforts while allowing the subject property to be put to its highest and best use;

NOW, THEREFORE, be it ordained by the Clearfield City Council that:

Section 1. Zoning Changes: The zoning for the property located at approximately 875 West 200 North (TIN: 12-019-0103) in Clearfield City, Davis County, Utah, is hereby changed from A-1 (Agricultural) to R-1-Open (Residential).

Section 2. Amendments to Zoning Map: The Clearfield City Zoning Map is hereby amended to reflect the changes in zoning outlined in Section 1 above and the City Planner is hereby directed to have a new Zoning Map prepared showing said rezoning.

Section 3. Effective Date: This Ordinance shall become effective immediately upon its posting in three public places within Clearfield City.

Dated this 23rd April, 2019, at the regularly scheduled meeting of the Clearfield City Council.

CLEARFIELD CITY CORPORATION

_____
Mark R. Shepherd, Mayor

ATTEST

_____
Nancy R. Dean, City Recorder

VOTE OF THE COUNCIL

AYE:

NAY:

STAFF REPORT

TO:	Mayor Shepherd and City Council Members
FROM:	Brad McIlrath, Senior Planner
MEETING DATE:	Tuesday, April 23, 2019
SUBJECT:	Discussion Item: **RZN 1903-0003,** a zoning map amendment request by Todd Goff on behalf of Barneck Preschool to rezone the subject property from R-1-8 (Residential) to C-2 (Commercial). **Location:** 49 West 300 North (TIN: 12-020-0007). **Rezone Area:** 0.19 Acres. **Planner:** Brad McIlrath **(Legislative Matter).**

PLANNING COMMISSION RECOMMENDATION

On April 3, 2019 the Planning Commission forwarded a recommendation of **approval** for **RZN 1903-0003** to the City Council for the proposed zoning map amendment request by Todd Goff on behalf of Barneck Preschool to rezone the subject property from R-1-8 (Residential) to C-2 (Commercial). **Location:** 49 West 300 North (TIN: 12-020-0007).

DESCRIPTION / BACKGROUND

This property is located on the south side of 300 North, to the west of Beto's Restaurant located at the corner of 300 North and Main Street. This property has been used as a commercial preschool and has been licensed that way since 2007. The home was previously used as a residence with a home preschool, but is now solely used as a commercial preschool. The owner Todd Goff would like have the commercial preschool located in a zone consistent with a commercial use rather than the R-1-8 Zone that it is currently located in.

The Clearfield City General Plan designates this area as Mixed Use (See Future Land Use Map). As stated on page 8 of the Land Use Element chapter of the General Plan, properties designated Mixed-Use are intended to support a broad range of residential, commercial, recreational, entertainment, office and civic uses. The Mixed-Use designation allows for commercial development or commercial and residential development, but not for residential development without a significant commercial component. Based upon review of this rezone request to rezone this property to C-2 (Commercial), and a survey of the surrounding land uses and zoning designations, Staff finds that the rezone conforms to the goals and objectives of the Clearfield City General Plan.

GENERAL PLAN ANALYSIS

Review Consideration	Staff Analysis
The proposed amendment is in accordance with the General Plan and Map; or	Goal 1 of the Land Use Element states "Maintain consistency between the City's Land Use Ordinance and the General Plan." The General Plan designates this area as "Mixed-Use." This rezone would allow for the continual use of the property as a commercial preschool as well as the redevelopment of the property as a commercial use.
Changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.	The General Plan encourages zone changes to provide for the highest and best use of the community and property owners. Due to proximity to the Main Street commercial area, this rezone will allow for the continuation of the existing use or redevelopment of the site with a commercial use.

CORRESPONDING POLICY PRIORITY (IES)

Improving Clearfield's Image, Livability and Economy

Rezoning this property will meet this policy priority by aligning the zoning with the goals and objectives of the Clearfield City General Plan. Future development of this site under the commercial standards will add beautification of the 300 North corridor with landscaping and site design. By rezoning this property the resale and future development opportunities for this property increase while also continuing to support a long standing commercial preschool business.

PUBLIC COMMENT

Property notices were posted on March 22, 2019 and mailed notices were sent on March 22, 2019. As of the date of this report, Staff has not received comments regarding this request.

STAFF RECOMMENDATION/CONCLUSION

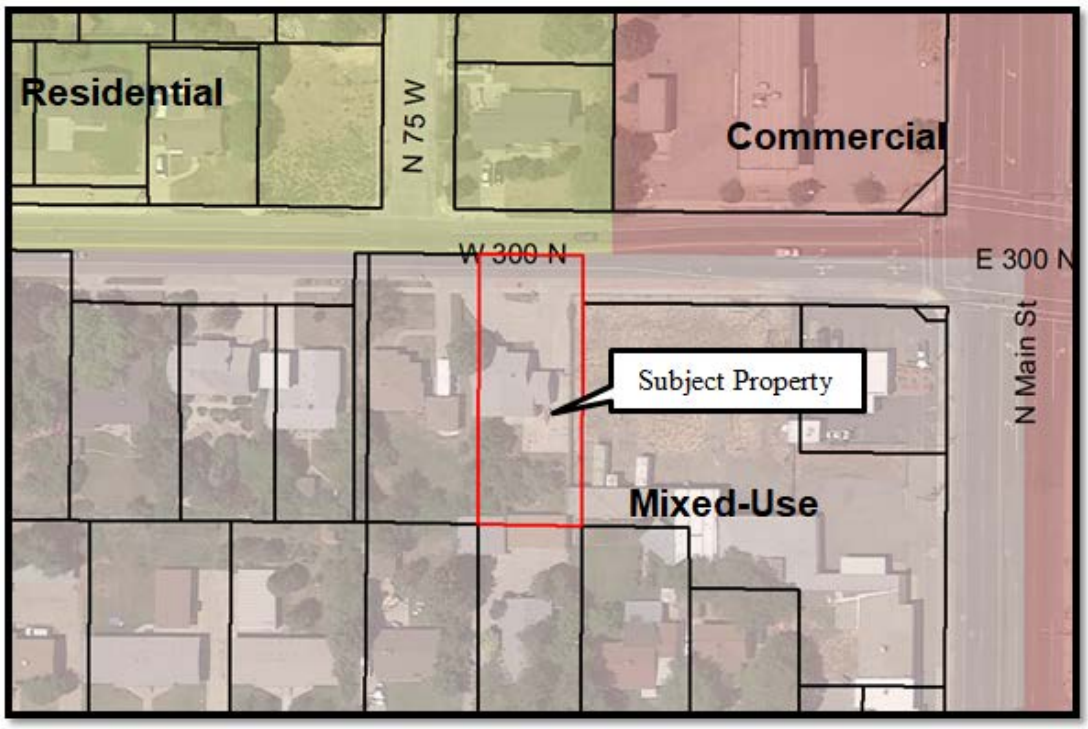
Staff recommended that the Planning Commission forward a recommendation of **APPROVAL** to the City Council for the proposed zone change based upon the following findings:

1. The proposed zone change is consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.
2. The proposed zone change is supported by the Future Land Use Map designation of Mixed-Use in the General Plan.
3. The continuation of the commercial preschool or future development of the site with a commercial use is consistent with the adjacent land uses in the area.

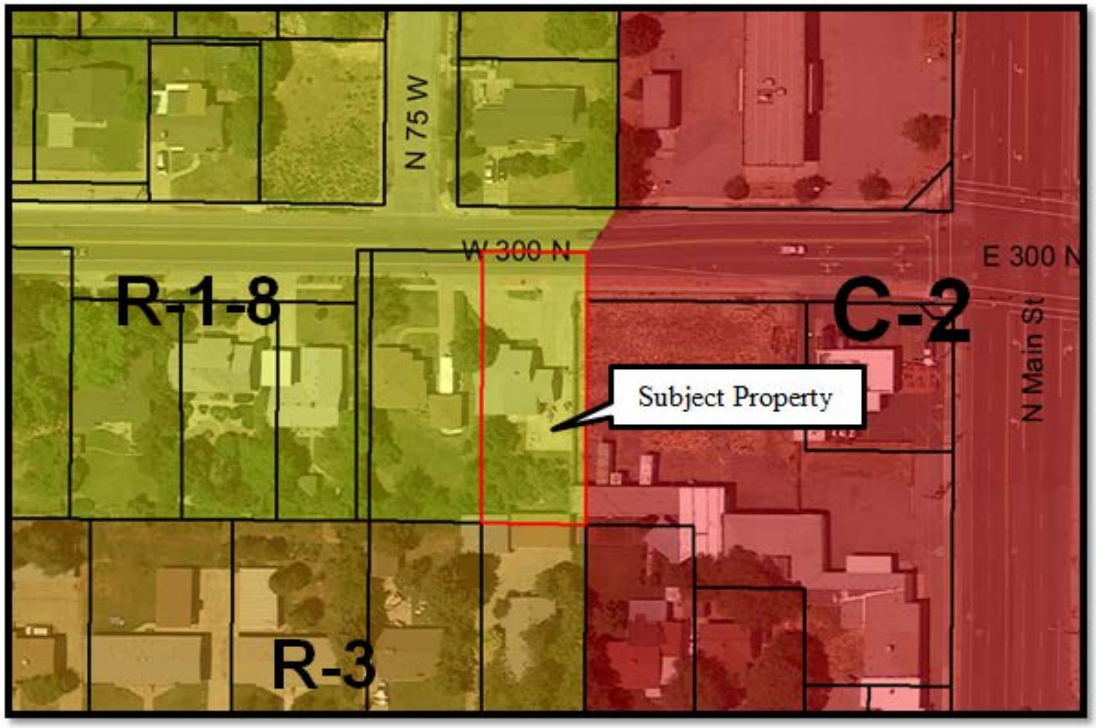
LIST OF ATTACHMENTS

- General Plan: Future Land Use Map
- Zoning Map

GENERAL PLAN: FUTURE LAND USE MAP



ZONING MAP



CLEARFIELD CITY ORDINANCE 2019-11

AN ORDINANCE REZONING PROPERTY LOCATED AT 49 WEST 300 NORTH (TIN: 12-020-0007) FROM R-1-8 (RESIDENTIAL) TO C-2 (COMMERCIAL) AND AMENDING THE CLEARFIELD CITY ZONING MAP ACCORDINGLY.

PREAMBLE: This Ordinance rezones the property located at 49 West 300 North (TIN: 12-020-0007) from R-1-8 (Residential) to C-2 (Commercial) and amends the City's Zoning Map to reflect the change.

WHEREAS, pursuant to an application received by the City's Community Development office, the City Council must consider a change in the zoning for the property located at 49 West 300 North (TIN: 12-020-0007); and

WHEREAS, after a public hearing on the matter, the Clearfield City Planning Commission recommended to the Clearfield City Council that the rezone be approved; and

WHEREAS, following proper notice, as set forth by state law and the City's Land Use Ordinance, the City Council held a public hearing on the application for a change in the zoning for the property and allowed for public comment thereon; and

WHEREAS, after the public hearing, the City Council carefully considered any comments made during the public hearing, the developer's/landowner's position, as well as the Planning Commission's recommendations regarding the proposed rezone; and

WHEREAS, following its public deliberation, the City Council has determined the zoning change listed below is in the best interests of Clearfield City and its residents and will most effectively implement the City's planning efforts while allowing the subject property to be put to its highest and best use;

NOW, THEREFORE, be it ordained by the Clearfield City Council that:

Section 1. Zoning Changes: The zoning for the property located at 49 West 300 North (TIN: 12-020-0007) in Clearfield City, Davis County, Utah, is hereby changed from R-1-8 (Residential) to C-2 (Commercial).

Section 2. Amendments to Zoning Map: The Clearfield City Zoning Map is hereby amended to reflect the changes in zoning outlined in Section 1 above and the City Planner is hereby directed to have a new Zoning Map prepared showing said rezoning.

Section 3. Effective Date: This Ordinance shall become effective immediately upon its posting in three public places within Clearfield City.

Dated this 23rd April, 2019, at the regularly scheduled meeting of the Clearfield City Council.

CLEARFIELD CITY CORPORATION

_____
Mark R. Shepherd, Mayor

ATTEST

_____
Nancy R. Dean, City Recorder

VOTE OF THE COUNCIL

AYE:

NAY:

STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Brad McIlrath, Senior Planner

MEETING DATE: Tuesday, April 23, 2019

SUBJECT: Discussion Item: **FSP 1901-0010,** an amended subdivision plat request by John Ryan to add six (6) additional townhome properties and an office/garage property to the Kensington Place Phase 2 Subdivision. **Location:** 852 & 880 South 550 East (TIN: 12-815-0001 & 12-815-0002). **Parcel Area:** 1.66 Acres. **Zone:** R-3 (Residential). **Planner:** Brad McIlrath **(Administrative Matter).**

PLANNING COMMISSION RECOMMENDATION

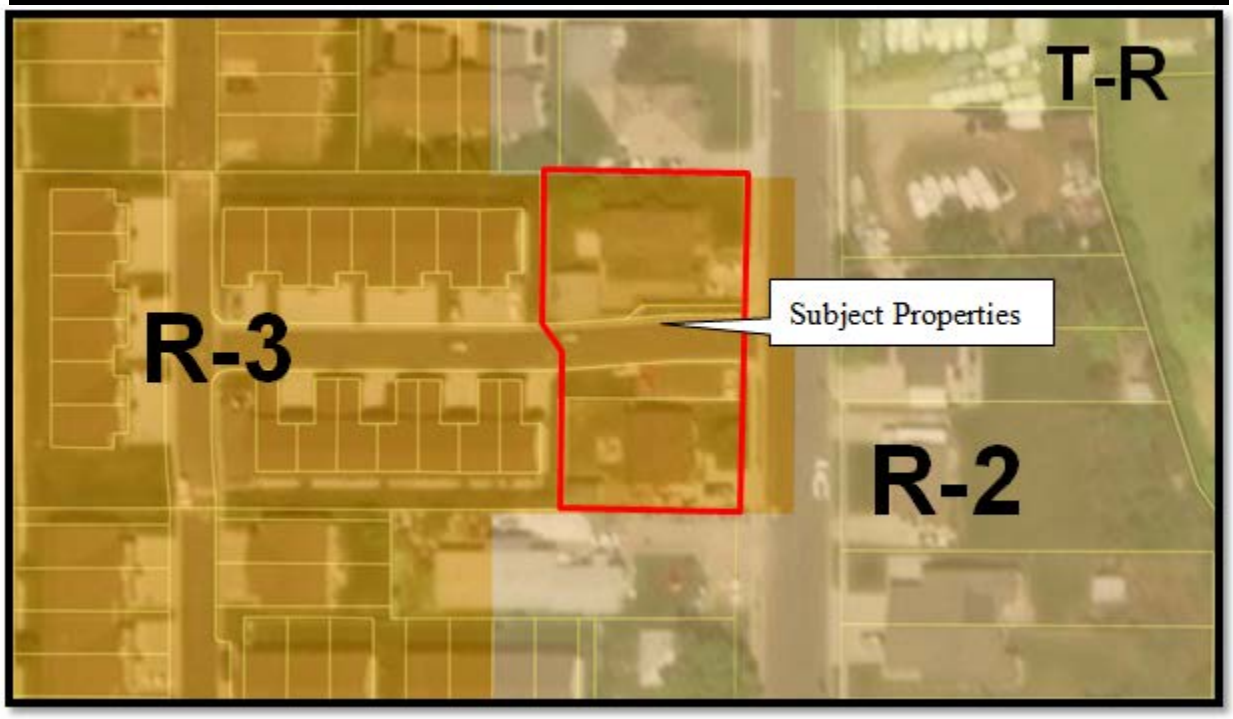
On April 3, 2019 the Planning Commission forwarded a recommendation of **approval** for **FSP 1901-0010** to the Clearfield City Council, an amended subdivision plat request by John Ryan to add six (6) additional townhome properties and an office/garage property to the Kensington Place Phase 2 Subdivision located at 852 & 880 South 550 East (TIN: 12-815-0001 & 12-815-0002).

DESCRIPTION / BACKGROUND

Project Information	
Project Name	Kensington Place Phase 2 Amended
Site Location	852 & 880 South 550 East
Tax ID Number	12-815-0001 & 12-815-0002
Applicant	John Ryan
Property Owner	John Ryan, Hamblin Investment Group LLC and Precise Investments LLC
Proposed Actions	Amendment to Final Plat
Current Zoning	R-3
General Plan-Land Use	Residential
Gross Site Area	1.66 Acres

Surrounding Properties and Uses:		Current Zoning District	General Plan Land Use Classification
North	Residential	R-2 (Residential)	Residential
East	Residential Single-Family	R-2 (Residential)	Residential
South	Residential Single-Family	R-2 (Residential)	Residential
West	Residential Multi-Family	R-3 (Residential)	Residential

Aerial Image & Zoning



This request is for an amended plat to create six (6) additional townhome lots as part of the Kensington Place Phase 2 Townhomes development. The amended plat takes advantage of the existing dedicated access of the subdivision and will include the demolition of two existing structures. The plat includes the construction of three (3) townhomes on the north with an adjacent garage/storage space for maintenance equipment with three (3) additional townhomes and the mail box location located to the south.

Zoning and Development Agreement

This development is located in the R-3 Zone and is subject to the development standards for multi-family dwellings in that zone. Kensington Place Phase 2 was approved with a development agreement that allowed for variations from standards of the R-3 Zone. The development agreement recorded in February 2015, outlines standards for parking, building locations, materials, etc. This proposed amendment to the subdivision requires modification of the original development agreement to include this new portion. That amended development agreement must be recorded with the final subdivision plat prior to the issuance of a building permit for this project.

Plat Amendment Review
The amended plat has been reviewed by the applicable staff and agencies. The North Davis Fire District has reviewed the amended plat and site plan and has provided comments regarding the site plan review. The City Engineer has reviewed the amended subdivision plat along with the site plan and provided a review letter dated 21 March 2019, which is included as an attachment to this report. No other comments have been provided by other City departments or reviewing agencies.

CORRESPONDING POLICY PRIORITY (IES)

Improving Clearfield's Image, Livability and Economy

Single family attached housing (townhomes) is something we have seen more of within the City. This housing option provides an alternative to the multi-family housing (apartments/condos) and single family housing. As a continuation of the existing neighborhood and development pattern, the expansion of the Kensington Place Phase 2 subdivision and site development aligns with this priority by providing additional housing and will improve the livability and community image in this area. The development will improve Clearfield's image by developing parcels adjacent to the townhome development and will provide uniformity with development in the area. With compliance to ordinance design standards, the high quality and location of this development will encourage additional investment and create additional housing options for residents.

PUBLIC COMMENT

Public notices were posted on March 22, 2019. The notice signs will remain in place until the public hearing with the City Council is completed. No public comment has been received to date regarding this project.

CONDITIONS OF APPROVAL

1) The plat and plans shall be revised to address Clearfield City Engineering requirements with revisions noted in a response letter to obtain final approval.
2) An amended development agreement for Kensington Place Phase 2 Amended shall be approved and executed between Clearfield City and the developer.
3) The amended plat and development agreement shall be recorded together prior to the issuance of a building permit.
4) The applicant is responsible for the replacement or repair of deteriorated, damaged or missing surface improvements surrounding the perimeter of the subdivision. This

includes, but is not limited to: curb and gutter; sidewalk; landscaping park strip improvements; driveways; etc.

5) An escrow agreement shall be established for improvements outlined in City Code § 12-4-6 and will be subject to approval by the City Engineer and City Attorney. The escrow account shall be established and executed prior to any permits being issued for the properties or the plat being recorded.

LIST OF ATTACHMENTS

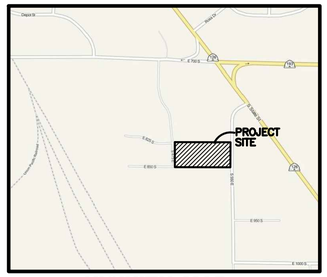
1. Kensington Place Phase 2 Amended Plat
2. Civil Plans
3. Existing Development Agreement
4. Engineering Review Letter dated 21 March 2019
5. North Davis Fire District Review Letter dated 6 February 2019

Reeve & Associates, Inc. - Solutions You Can Build On

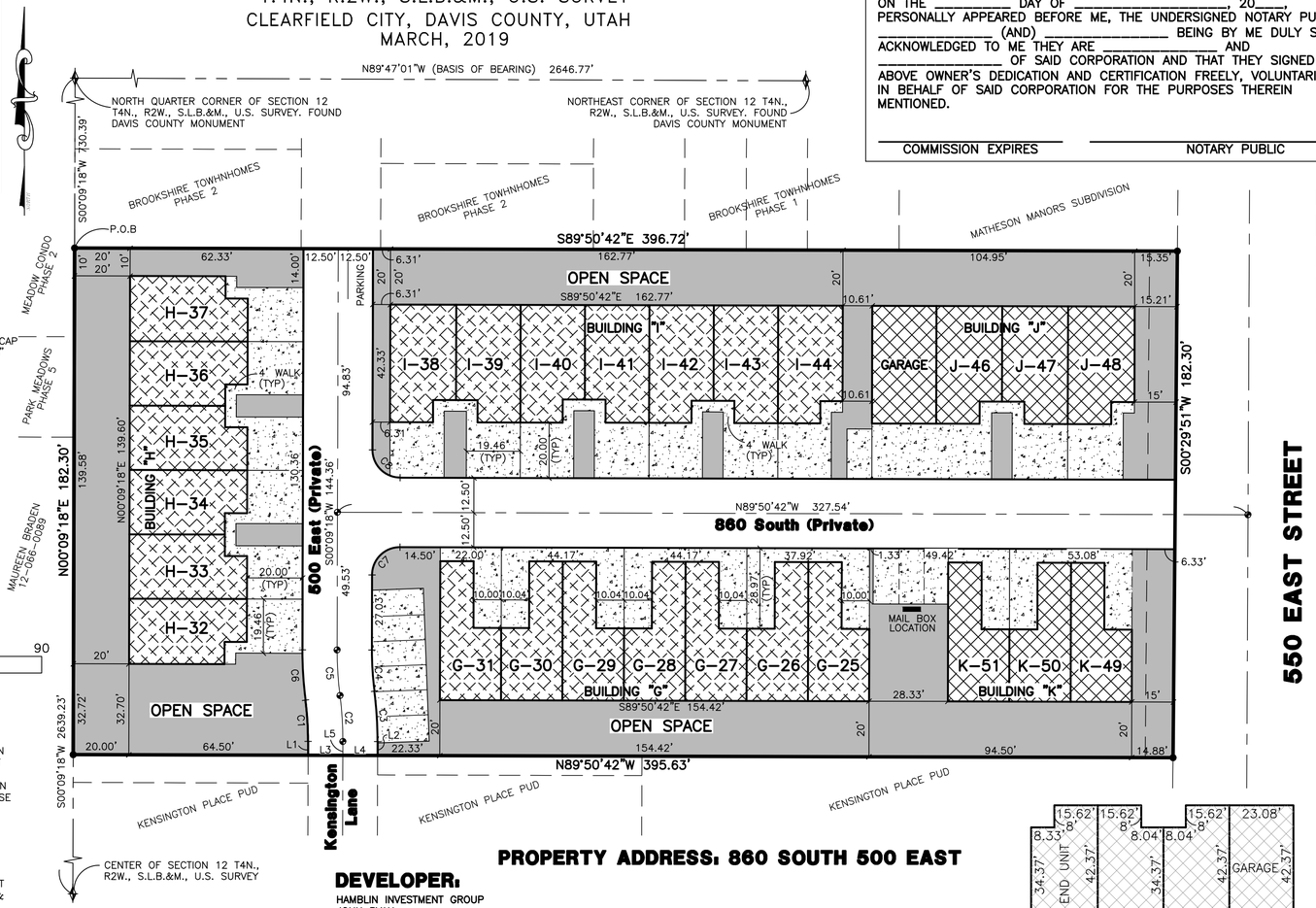
KENSINGTON PLACE PHASE 2 AMENDED SUBDIVISION

A TOWNHOUSE DEVELOPMENT

PART OF THE NORTHEAST QUARTER OF SECTION 12,
T.4N., R.2W., S.L.B.&M., U.S. SURVEY
CLEARFIELD CITY, DAVIS COUNTY, UTAH
MARCH, 2019



VICINITY MAP
SCALE: NONE



LEGEND

- = SECTION CORNER
- = SET STREET MONUMENT
- = SET 5/8" REBAR AND PLASTIC CAP STAMPED "REEVE & ASSOCIATES"
- = BOUNDARY LINE
- = LOT LINE
- = ADJOINING PROPERTY
- = EASEMENTS
- = SECTION TIE LINE
- P.U.E. = PUBLIC UTILITY EASEMENT
- = BUILDING PAD
- = OPEN SPACE/COMMON AREA
- = LIMITED COMMON AREA

30 0 30 60 90
Scale: 1" = 30'

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS PLAT IS THE SECTION LINE BETWEEN THE FOUND DAVIS COUNTY MONUMENT AT THE NORTHEAST CORNER AND A FOUND DAVIS COUNTY MONUMENT AT THE NORTH QUARTER CORNER OF SECTION 12, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY. SHOWN HEREON AS:
N89°47'01"W

NARRATIVE

THE PURPOSE OF THIS PLAT IS TO DIVIDE THIS PROPERTY INTO LOTS AND PRIVATE ROADWAYS. ALL BOUNDARY CORNERS AND REAR LOT CORNERS WERE SET WITH A ⅝" REBAR AND PLASTIC CAP STAMPED "REEVE & ASSOCIATES". ALL FRONT LOT CORNERS WERE SET WITH A LEAD PLUG IN THE TOP BACK OF CURB AT THE EXTENSION OF THE SIDE LOT LINES.

BOUNDARY DESCRIPTION

PART OF THE NORTHEAST QUARTER OF SECTION 12, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY

BEGINNING AT A POINT, SAID POINT LIES 2646.77 FEET, N89°47'01"W AND 730.39 FEET S00°09'18"W FROM A FOUND DAVIS COUNTY MONUMENT AT THE NORTHEAST CORNER OF SAID SECTION 12 AND RUNNING; THENCE S89°50'42"E 396.72 FEET; THENCE S00°29'51"W 182.30 FEET TO A POINT ON THE NORTHERLY BOUNDARY OF KENSINGTON PLACE PUD; THENCE N89°50'42"W ALONG SAID NORTHERLY BOUNDARY LINE 395.63 FEET; THENCE N00°09'18"E 182.30 FEET TO THE POINT OF BEGINNING.

CONTAINING 72,222 SQUARE FEET OR 1.658 ACRES

DESIGN CRITERIA

TOTAL AREA .....1.66 ACRES
AREA OF BUILDINGS.....0.56 ACRES
OPEN SPACE/COMMON AREA.....0.53 ACRES (32.0%)
AREA OF HARDSCAPE.....0.57 ACRES (34.3%)
DENSITY 15.7 UNITS/ACRE

NOTE:
ALL ROADS, UTILITIES, SIDEWALKS AND OPEN SPACE AREAS ARE TO BE PRIVATELY OWNED AND MAINTAINED BY THE HOME OWNERS ASSOCIATION.

PROPERTY ADDRESS: 860 SOUTH 500 EAST

DEVELOPER:

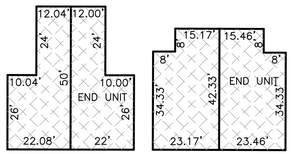
HAMBLIN INVESTMENT GROUP
JOHN RYAN
2544 W. 650 N.
LAYTON, UT 84041
(801) 509-0616

LINE TABLE

LINE	BEARING	DISTANCE
L1	S00°11'21"W	5.01'
L2	S00°11'21"W	4.99'
L3	S89°50'42"E	12.50'
L4	S89°50'42"E	12.50'
L5	SOUTH	5.00'

CURVE TABLE

#	RADIUS	ARC LENGTH	CHD LENGTH	TANGENT	CHD BEARING	DELTA
C1	112.50'	14.90'	14.89'	7.46'	N03°36'18"W	7°35'18"
C2	125.00'	16.56'	16.54'	8.29'	N03°36'18"W	7°35'18"
C3	137.50'	18.21'	18.20'	9.12'	N03°36'18"W	7°35'18"
C4	112.50'	14.83'	14.82'	7.43'	S03°37'19"E	7°33'15"
C5	125.00'	16.48'	16.47'	8.25'	S03°37'19"E	7°33'15"
C6	137.50'	18.13'	18.12'	9.08'	S03°37'19"E	7°33'15"
C7	10.00'	15.71'	14.14'	10.00'	N45°09'18"E	90°00'00"
C8	10.00'	15.71'	14.14'	10.00'	S44°50'42"E	90°00'00"



TYPICAL BUILDING DETAIL

NOT TO SCALE

ACKNOWLEDGMENT

STATE OF UTAH)ss.
COUNTY OF _____)

ON THE _____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, _____ (AND) _____ BEING BY ME DULY SWORN, ACKNOWLEDGED TO ME THEY ARE _____ AND _____ OF SAID CORPORATION AND THAT THEY SIGNED THE ABOVE OWNER'S DEDICATION AND CERTIFICATION FREELY, VOLUNTARILY, AND IN BEHALF OF SAID CORPORATION FOR THE PURPOSES THEREIN MENTIONED.

_____ _____
COMMISSION EXPIRES NOTARY PUBLIC

SURVEYOR'S CERTIFICATE

I, ROBERT D. KUNZ, DO HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF UTAH IN ACCORDANCE WITH TITLE 58, CHAPTER 22, PROFESSIONAL ENGINEERS AND LAND SURVEYORS ACT; AND THAT I HAVE COMPLETED A SURVEY OF THE PROPERTY DESCRIBED ON THIS PLAT IN ACCORDANCE WITH SECTION 17-23-17 AND HAVE VERIFIED ALL MEASUREMENTS, AND HAVE PLACED MONUMENTS AS REPRESENTED ON THIS PLAT, AND THAT THIS PLAT OF KENSINGTON PLACE PHASE 2 AMENDED SUBDIVISION, A TOWNHOUSE DEVELOPMENT IN CLEARFIELD CITY, DAVIS COUNTY, UTAH, HAS BEEN DRAWN CORRECTLY TO THE DESIGNATED SCALE AND IS A TRUE AND CORRECT REPRESENTATION OF THE HEREIN DESCRIBED LANDS INCLUDED IN SAID SUBDIVISION, BASED UPON DATA COMPILED FROM RECORDS IN THE DAVIS COUNTY RECORDER'S OFFICE AND FROM SAID SURVEY MADE BY ME ON THE GROUND, I FURTHER CERTIFY THAT THE REQUIREMENTS OF ALL APPLICABLE STATUTES AND ORDINANCES OF CLEARFIELD CITY, DAVIS COUNTY CONCERNING ZONING REQUIREMENTS REGARDING LOT MEASUREMENTS HAVE BEEN COMPLIED WITH.

SIGNED THIS _____ DAY OF _____, 20____.

REGISTERED LAND SURVEYOR
150228-2201
ROBERT D. KUNZ
STATE OF UTAH

150228
UTAH LICENSE NUMBER ROBERT D. KUNZ

OWNERS DEDICATION AND CERTIFICATION

WE THE UNDERSIGNED OWNERS OF THE HEREIN DESCRIBED TRACT OF LAND, DO HEREBY SET APART AND SUBDIVIDE THE SAME INTO LOTS UNITS AND PRIVATE ROADWAYS AS SHOWN ON THIS PLAT AND NAME SAID TRACT KENSINGTON PLACE PHASE 2 SUBDIVISION, A TOWNHOUSE DEVELOPMENT AND DO HEREBY:

1) DEDICATE, GRANT AND CONVEY A PERPETUAL RIGHT AND EASEMENT OVER, UPON AND UNDER THE LANDS DESIGNATED ON THIS PLAT AS EITHER PUBLIC UTILITY EASEMENTS (P.U.E.'S) OR "OPEN SPACE", THE SAME TO BE USED FOR THE INSTALLATION, MAINTENANCE AND OPERATION OF PUBLIC UTILITY SERVICE LINES AND FACILITIES, STORM DRAINAGE LINES AND FACILITIES AS AUTHORIZED BY LAW AND/OR BY CLEARFIELD CITY, WITH NO BUILDINGS OR STRUCTURES TO BE ERECTED ON OR WITHIN SUCH EASEMENTS;

2) DEDICATE, GRANT AND CONVEY TO THE HOMEOWNER'S ASSOCIATION FOR THE KENSINGTON PLACE PHASE 2 SUBDIVISION ALL THOSE PARTS OR PORTIONS OF SAID TRACT OF LAND DESIGNATED AS PRIVATE ROADWAYS ON THIS PLAT, THE SAME TO BE USED AS PRIVATE ROADWAYS FOREVER AND TO BE MAINTAINED BY THE HOMEOWNER'S ASSOCIATION FOR THE KENSINGTON PLACE PHASE 2 SUBDIVISION; AND

3) DEDICATE, GRANT AND CONVEY TO THE HOMEOWNER'S ASSOCIATION FOR THE KENSINGTON PLACE PHASE 2 SUBDIVISION ALL THOSE PARTS OR PORTIONS OF SAID TRACT OF LAND DESIGNATED AS "OPEN SPACE" ON THIS PLAT, THE SAME TO BE USED AS OPEN SPACE FOREVER AND TO BE MAINTAINED BY THE HOMEOWNER'S ASSOCIATION FOR THE KENSINGTON PLACE PHASE 2 SUBDIVISION.

HAMBLIN INVESTMENTS GROUP, LLC
JOHN K. RYAN

PRECISE INVESTMENTS, LLC
JOHN K. RYAN

JOHN K. RYAN

ACKNOWLEDGMENT

STATE OF UTAH)ss.
COUNTY OF _____)

ON THE _____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, _____ (AND) _____ SIGNER(S) OF THE ABOVE OWNER'S DEDICATION AND CERTIFICATION, WHO BEING BY ME DULY SWORN, DID ACKNOWLEDGE TO ME _____ SIGNED IT FREELY, VOLUNTARILY, AND FOR THE PURPOSES THEREIN MENTIONED.

_____ _____
COMMISSION EXPIRES NOTARY PUBLIC

ACKNOWLEDGMENT

STATE OF UTAH)ss.
COUNTY OF _____)

ON THE _____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, _____ (AND) _____ BEING BY ME DULY SWORN, ACKNOWLEDGED TO ME THEY ARE _____ AND _____ OF SAID CORPORATION AND THAT THEY SIGNED THE ABOVE OWNER'S DEDICATION AND CERTIFICATION FREELY, VOLUNTARILY, AND IN BEHALF OF SAID CORPORATION FOR THE PURPOSES THEREIN MENTIONED.

_____ _____
COMMISSION EXPIRES NOTARY PUBLIC

PROJECT INFORMATION

Surveyor: R. KUNZ	Project Name: KENSINGTON PLACE PHASE 2
Designer: E. ROCHE	Number: 6388-01
Begin Date: 07-29-14	Scale: 1"=30'
	Revision: 02/12/19 cc
	Checked:

DAVIS COUNTY RECORDER

ENTRY NO._____ FEE PAID _____ FILED FOR RECORD AND RECORDED, _____ AT _____ IN BOOK _____ OF THE OFFICIAL RECORDS, PAGE _____
RECORDED FOR:

_____
DAVIS COUNTY RECORDER
_____ DEPUTY.

CLEARFIELD CITY PLANNING COMMISSION

APPROVED THIS _____ DAY OF _____, 20____
BY THE CLEARFIELD CITY PLANNING COMMISSION.

_____
CHAIRMAN, CLEARFIELD CITY PLANNING COMMISSION

CLEARFIELD CITY ENGINEER

I HEREBY CERTIFY THAT THIS OFFICE HAS EXAMINED THIS PLAT AND IT IS CORRECT IN ACCORDANCE WITH INFORMATION ON FILE IN THIS OFFICE.

_____ _____
CLEARFIELD CITY ENGINEER DATE

CLEARFIELD CITY COUNCIL

PRESENTED TO THE CLEARFIELD CITY COUNCIL THIS THE _____ DAY OF _____, 20____, AT WHICH TIME THIS SUBDIVISION WAS APPROVED AND ACCEPTED.

_____ ATTEST: _____
CLEARFIELD CITY MAYOR CITY RECORDER

CLEARFIELD CITY ATTORNEY

APPROVED AS TO FORM BY THE CLEARFIELD CITY ATTORNEY THIS THE _____ DAY OF _____, 20____.

_____
CLEARFIELD CITY ATTORNEY

Reeve & Associates, Inc.
4155 S. HARRISON BLVD., SUITE 310, OGDEN, UTAH 84403
TEL: (801) 621-3100 FAX: (801) 621-2666 www.reeve-assoc.com
LAND PLANNERS * CIVIL ENGINEERS * LAND SURVEYORS
TRAFFIC ENGINEERS * STRUCTURAL ENGINEERS * LANDSCAPE ARCHITECTS

Reeve & Associates, Inc. - Solutions You Can Build On

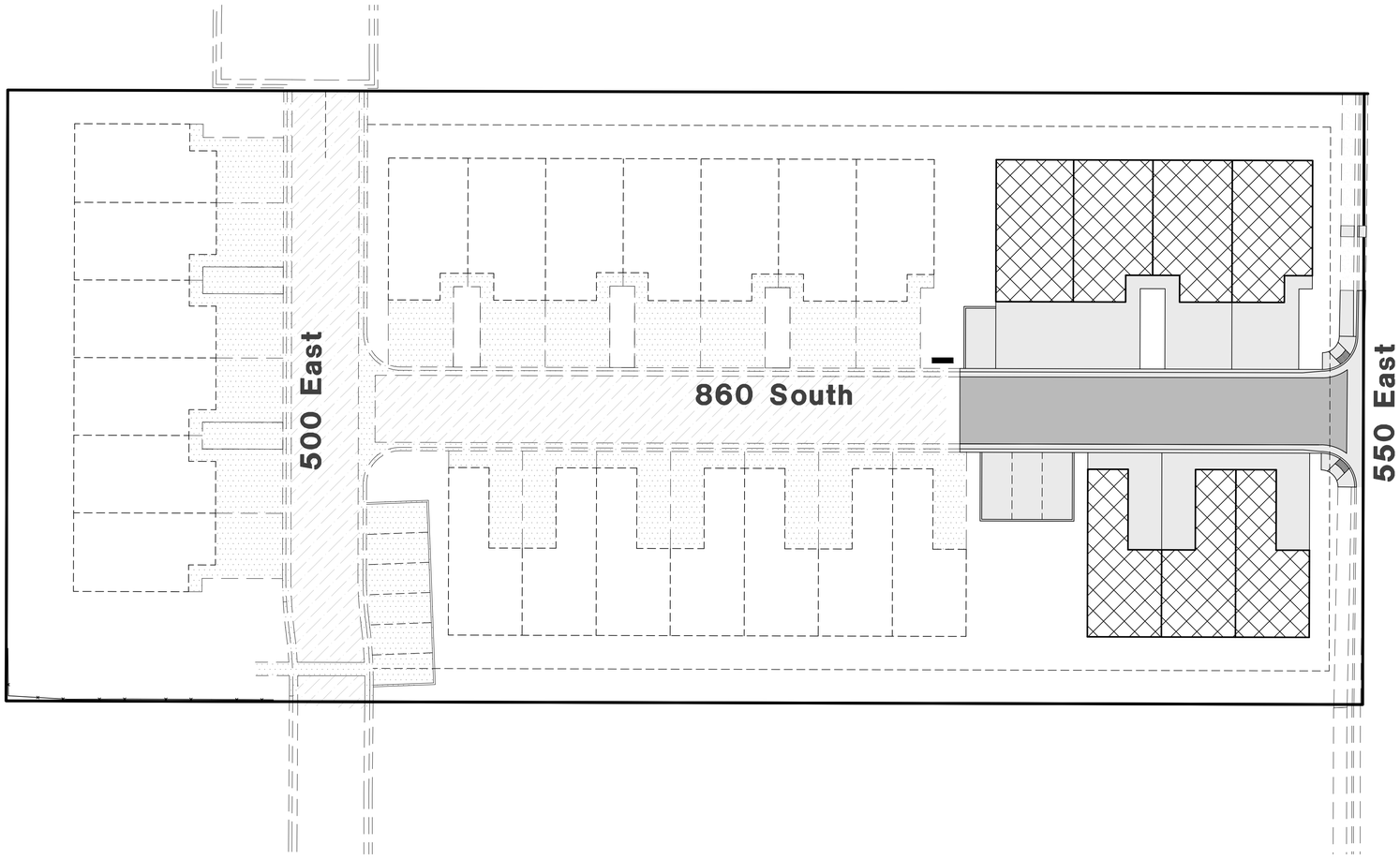
Reeve & Associates, Inc. - Solutions You Can Build On

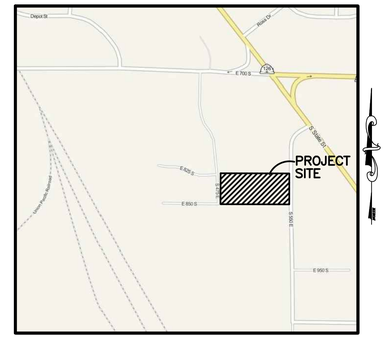
Project Narrative/Notes/Revisions

1. 03/04/19 NF – COMPLETED DESIGN FOR CLIENT & CITY REVIEW.

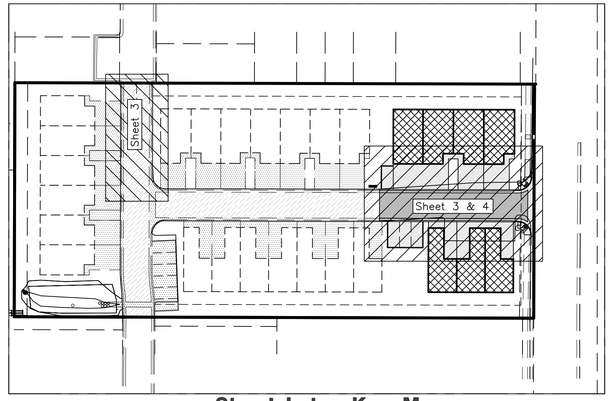
KENSINGTON PLACE
Phase 2 (Expansion)
Improvement Plans

CLEARFIELD CITY, DAVIS COUNTY, UTAH
MARCH, 2019





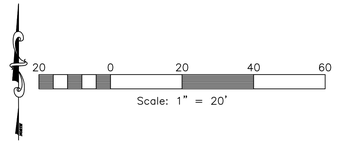
Vicinity Map
NOT TO SCALE



Sheet Index Key Map
NOT TO SCALE

Sheet Index

Sheet 1 - Cover/Index Sheet
Sheet 2 - Notes/Legend/Street Cross-Section
Sheet 3 - Demolition Plan & 550 East Parking Plan
Sheet 4 - 860 South Station 12+00.00-14+00.00 Utility Plan



811 Know what's below. Call before you dig.

Engineer's Notice To Contractors

THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES OR STRUCTURES SHOWN ON THESE PLANS WERE OBTAINED FROM AVAILABLE INFORMATION PROVIDED BY OTHERS. THE LOCATIONS SHOWN ARE APPROXIMATE AND SHALL BE CONFIRMED IN THE FIELD BY THE CONTRACTOR, SO THAT ANY NECESSARY ADJUSTMENT CAN BE MADE IN ALIGNMENT AND/OR GRADE OF THE PROPOSED IMPROVEMENT. THE CONTRACTOR IS REQUIRED TO CONTACT THE UTILITY COMPANIES AND TAKE DUE PRECAUTIONARY MEASURE TO PROTECT ANY UTILITY LINES SHOWN, AND ANY OTHER LINES OBTAINED BY THE CONTRACTOR'S RESEARCH, AND OTHERS NOT OF RECORD OR NOT SHOWN ON THESE PLANS.

Developer Contact:
John Ryan
Hamblin Investment Group
1027 West 350 South
Layton City, Utah, 84041
PH: (801) 509-0616

Project Contact:
Project Manager: Thomas Hunt
Project Engineer: Thomas Hunt

Reeve & Associates, Inc.
5160 SOUTH 1500 WEST RIVERDALE, UTAH 84405
TEL: (801) 621-3100 FAX: (801) 621-2666 www.reeve-assoc.com
LAND PLANNERS • CIVIL ENGINEERS • LAND SURVEYORS
TRAFFIC ENGINEERS • STRUCTURAL ENGINEERS • LANDSCAPE ARCHITECTS

REVISIONS
DESCRIPTION
DATE

Kensington Place
Phase 2 (Expansion)
CLEARFIELD CITY, DAVIS COUNTY, UTAH

Cover/Index Sheet

PROFESSIONAL ENGINEER
THOMAS J. HUNT
03/07/2019
STATE OF UTAH

Project Info.
Engineer: THOMAS J. HUNT
Drafter: N. FICKLIN
Begin Date: MARCH, 2019
Name: KENSINGTON PLACE PHASE 2
Number: 6388-01

Sheet 1 of 4 Sheets

THESE PLANS AND SPECIFICATIONS ARE THE PROPERTY OF REEVE & ASSOCIATES, INC., 5160 SOUTH 1500 WEST, RIVERDALE, UTAH 84405, AND SHALL NOT BE PHOTOCOPIED, RE-DRAWN, OR USED ON ANY PROJECT OTHER THAN THE PROJECT SPECIFICALLY DESIGNED FOR, WITHOUT THEIR WRITTEN PERMISSION. THE OWNERS AND ENGINEERS OF REEVE & ASSOCIATES, INC. DISCLAIM ANY LIABILITY FOR ANY CHANGES OR MODIFICATIONS MADE TO THESE PLANS OR THE DESIGN THEREON WITHOUT THEIR CONSENT.

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General Notes:

1. ALL CONSTRUCTION MUST STRICTLY FOLLOW THE STANDARDS AND SPECIFICATIONS SET FORTH BY: GOVERNING UTILITY MUNICIPALITY, GOVERNING CITY OR COUNTY (IF UN-INCORPORATETED), INDIVIDUAL PRODUCT MANUFACTURERS, AMERICAN PUBLIC WORKS ASSOCIATION (APWA), AND THE DESIGN ENGINEER. THE ORDER LISTED ABOVE IS ARRANGED BY SENIORITY. IF A CONSTRUCTION PRACTICE IS NOT SPECIFIED BY ANY OF THE LISTED SOURCES, CONTRACTOR MUST CONTACT DESIGN ENGINEER FOR DIRECTION.
2. CONTRACTOR TO STRICTLY FOLLOW GEOTECHNICAL RECOMMENDATIONS FOR THIS PROJECT. ALL GRADING INCLUDING BUT NOT LIMITED TO CUT, FILL, COMPACTION, ASPHALT SECTION, SUBBASE, TRENCH EXCAVATLON/BACKFILL, SITE GRUBBING, RETAINING WALLS AND FOOTINGS MUST BE COORDINATED DIRECTLY WITH THE PROJECT GEOTECHNICAL ENGINEER.
3. TRAFFIC CONTROL, STRIPING &' SIGNAGE TO CONFORM TO CURRENT GOVERNING AGENCIES TRANSPORTATION ENGINEER'S MANUAL AND MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
4. ANY AREA OUTSIDE THE LIMIT OF WORK THAT IS DISTURBED SHALL BE RESTORED TO ITS ORIGINAL CONDITION AT NO COST TO OWNER.
5. CONSULT ALL OF THE DRAWINGS AND SPECIFICATIONS FOR COORDINATION REQUIREMENTS BEFORE COMMENCING CONSTRUCTION.
6. AT ALL LOCATIONS WHERE EXISTING PAVEMENT ABUTS NEW CONSTRUCTION, THE EDGE OF THE EXISTING PAVEMENT SHALL BE SAWCUT TO A CLEAN, SMOOTH EDGE.
7. ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH THE MOST RECENT, ADOPTED EDITION OF ADA ACCESSIBILITY GUIDELINES.
8. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING SURE THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS RECEIVED THOROUGHLY REVIEWED PLANS AND OTHER DOCUMENTS APPROVED BY ALL OF THE PERMITTING AUTHORITIES.
9. CONTRACTOR IS RESPONSIBLE FOR SCHEDULING AND NOTIFYING ENGINEER OR INSPECTING AUTHORITY 48 HOURS IN ADVANCE OF COVERING UP ANY PHASE OF CONSTRUCTION REQUIRING OBSERVATION.
10. ANY WORK IN THE PUBLIC RIGHT-OF-WAY WILL REQUIRE PERMITS FROM THE APPROPRIATE CITY, COUNTY OR STATE AGENCY CONTROLLING THE ROAD, INCLUDING OBTAINING REQUIRED INSPECTIONS.
11. ALL DIMENSIONS, GRADES & UTILITY DESIGNS SHOWN ON THE PLANS SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR SHALL NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO PROCEEDING WITH CONSTRUCTION FOR NECESSARY PLAN OR GRADE CHANGES.
12. CONTRACTOR MUST VERIFY ALL EXISTING CONDITIONS BEFORE BIDDING AND BRING UP ANY QUESTIONS BEFOREHAND.
13. SITE GRADING SHALL BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE RECOMMENDATIONS SET FORTH BY THE GEOTECHNICAL ENGINEER.
14. CATCH SLOPES SHALL BE GRADED AS SPECIFIED ON GRADING PLANS.
15. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL FLAGGING, CAUTION SIGNS, LIGHTS, BARRICADES, FLAGMEN, AND ALL OTHER DEVICES NECESSARY FOR PUBLIC SAFETY.
16. CONTRACTOR SHALL, AT THE TIME OF BIDDING AND THROUGHOUT THE PERIOD OF THE CONTRACT, BE LICENSED IN THE STATE WHERE THE PROJECT IS LOCATED AND SHALL BE BONDABLE FOR AN AMOUNT EQUAL TO OR GREATER THAN THE AMOUNT BID AND TO DO THE TYPE OF WORK CONTEMPLATED IN THE PLANS AND SPECIFICATIONS. CONTRACTOR SHALL BE SKILLED AND REGULARLY ENGAGED IN THE GENERAL CLASS AND TYPE OF WORK CALLED FOR IN THE PLANS AND SPECIFICATIONS.
17. CONTRACTOR SHALL INSPECT THE SITE OF THE WORK PRIOR TO BIDDING TO SATISFY HIMSELF BY PERSONAL EXAMINATION OR BY SUCH OTHER MEANS AS HE MAY PREFER OF THE LOCATIONS OF THE PROPOSED WORK AND OF THE ACTUAL CONDITIONS OF AND AT THE SITE OF WORK. IF, DURING THE COURSE OF HIS EXAMINATION, A BIDDER FINDS FACTS OR CONDITIONS WHICH APPEAR TO HIM TO BE IN CONFLICT WITH THE LETTER OR SPIRIT OF THE PROJECT PLANS AND SPECIFICATIONS, HE SHALL CONTACT THE ENGINEER FOR ADDITIONAL INFORMATION AND EXPLANATION BEFORE SUBMITTING HIS BID. SUBMISSION OF A BID BY THE CONTRACTOR SHALL CONSTITUTE ACKNOWLEDGMENT THAT, IF AWARDED THE CONTRACT, HE HAS RELIED AND IS RELYING ON HIS OWN EXAMINATION OF (1) THE SITE OF THE WORK, (2) ACCESS TO THE SITE, AND (3) ALL OTHER DATA AND MATTERS REQUISITE TO THE FULFILLMENT OF THE WORK AND ON HIS OWN KNOWLEDGE OF EXISTING FACILITIES ON AND IN THE VICINITY OF THE SITE OF THE WORK TO BE CONSTRUCTED UNDER THIS CONTRACT. THE INFORMATION PROVIDED BY THE ENGINEER IS NOT INTENDED TO BE A SUBSTITUTE FOR, OR A SUPPLEMENT TO, THE INDEPENDENT VERIFICATION BY THE CONTRACTOR TO THE EXTENT SUCH INDEPENDENT INVESTIGATION OF SITE CONDITIONS IS DEEMED NECESSARY OR DESIRABLE BY THE CONTRACTOR. CONTRACTOR SHALL ACKNOWLEDGE THAT HE HAS NOT RELIED SOLELY UPON OWNER- OR ENGINEER-FURNISHED INFORMATION REGARDING SITE CONDITIONS IN PREPARING AND SUBMITTING HIS BID.
18. CONTRACTOR SHALL BE RESPONSIBLE TO PROVIDE ALL WATER, POWER, SANITARY FACILITIES AND TELEPHONE SERVICES AS REQUIRED FOR THE CONTRACTOR'S USE DURING CONSTRUCTION.
19. CONTRACTOR SHALL BE HELD RESPONSIBLE FOR ANY FIELD CHANGES MADE WITHOUT PRIOR WRITTEN AUTHORIZATION FROM THE OWNER, ENGINEER, AND/OR GOVERNING AGENCIES.
20. CONTRACTOR SHALL EXERCISE DUE CAUTION AND SHALL CAREFULLY PRESERVE BENCH MARKS, CONTROL POINTS, REFERENCE POINTS AND ALL SURVEY STAKES, AND SHALL BEAR ALL EXPENSES FOR REPLACEMENT AND/OR ERRORS CAUSED BY THEIR UNNECESSARY LOSS OR DISTURBANCE.
21. CONTRACTOR SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOBSITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER AND ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR THE ENGINEER.
22. CONTRACTOR SHALL BE RESPONSIBLE FOR ADEQUATELY SCHEDULING INSPECTION AND TESTING OF ALL FACILITIES CONSTRUCTED UNDER THIS CONTRACT. ALL TESTING SHALL CONFORM TO THE REGULATORY AGENCY'S STANDARD SPECIFICATIONS. ALL TESTING AND INSPECTION SHALL BE PAID FOR BY THE OWNER; ALL RE-TESTING AND/OR RE-INSPECTION SHALL BE PAID FOR BY THE CONTRACTOR.
23. IF EXISTING IMPROVEMENTS NEED TO BE DISTURBED AND/OR REMOVED FOR THE PROPER PLACEMENT OF IMPROVEMENTS TO BE CONSTRUCTED BY THESE PLANS, THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING EXISTING IMPROVEMENTS FROM DAMAGE. COST OF REPLACING OR REPAIRING EXISTING IMPROVEMENTS SHALL BE INCLUDED IN THE UNIT PRICE BID FOR ITEMS REQUIRING REMOVAL AND/OR REPLACEMENT. THERE WILL BE NO EXTRA COST DUE TO THE CONTRACTOR FOR REPLACING OR REPAIRING EXISTING IMPROVEMENTS.
24. WHENEVER EXISTING FACILITIES ARE REMOVED, DAMAGED, BROKEN, OR CUT IN THE INSTALLATION OF THE WORK COVERED BY THESE PLANS OR SPECIFICATIONS, SAID FACILITIES SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE WITH MATERIALS EQUAL TO OR BETTER THAN THE MATERIALS USED IN THE ORIGINAL EXISTING FACILITIES. THE FINISHED PRODUCT SHALL BE SUBJECT TO THE APPROVAL OF THE OWNER, THE ENGINEER, AND THE RESPECTIVE REGULATORY AGENCY.
25. CONTRACTOR SHALL MAINTAIN A NEATLY MARKED SET OF FULL-SIZE AS-BUILT RECORD DRAWINGS SHOWING THE FINAL LOCATION AND LAYOUT OF ALL STRUCTURES AND OTHER FACILITIES. AS-BUILT RECORD DRAWINGS SHALL REFLECT CHANGE ORDERS, ACCOMMODATIONS, AND ADJUSTMENTS TO ALL IMPROVEMENTS CONSTRUCTED. WHERE NECESSARY, SUPPLEMENTAL DRAWINGS SHALL BE PREPARED AND SUBMITTED BY THE CONTRACTOR. PRIOR TO ACCEPTANCE OF THE PROJECT, THE CONTRACTOR SHALL DELIVER TO THE ENGINEER ONE SET OF NEATLY MARKED AS-BUILT RECORD DRAWINGS SHOWING THE INFORMATION REQUIRED ABOVE. AS-BUILT RECORD DRAWINGS SHALL BE REVIEWED AND THE COMPLETE AS-BUILT RECORD DRAWING SET SHALL BE CURRENT WITH ALL CHANGES AND DEVIATIONS REDLINED AS A PRECONDITION TO THE FINAL PROGRESS PAYMENT APPROVAL AND/OR FINAL ACCEPTANCE.
26. WHERE THE PLANS OR SPECIFICATIONS DESCRIBE PORTIONS OF THE WORK IN GENERAL TERMS BUT NOT IN COMPLETE DETAIL, IT IS UNDERSTOOD THAT ONLY THE BEST GENERAL PRACTICE IS TO PREVAIL AND THAT ONLY MATERIALS AND WORKMANSHIP OF THE HIGHEST QUALITY ARE TO BE USED.
27. CONTRACTOR SHALL BE SKILLED AND REGULARLY ENGAGED IN THE GENERAL CLASS AND TYPE OF WORK CALLED FOR IN THE PROJECT PLANS AND SPECIFICATIONS. THEREFORE, THE OWNER IS RELYING UPON THE EXPERIENCE AND EXPERTISE OF THE CONTRACTOR. PRICES PROVIDED WITHIN THE CONTRACT DOCUMENTS SHALL INCLUDE ALL LABOR AND MATERIALS NECESSARY AND PROPER FOR THE WORK CONTEMPLATED AND THAT THE WORK BE COMPLETED IN ACCORDANCE WITH THE TRUE INTENT AND PURPOSE OF THESE PLANS AND SPECIFICATIONS. THE CONTRACTOR SHALL BE COMPETENT, KNOWLEDGEABLE AND HAVE SPECIAL SKILLS IN THE NATURE, EXTENT AND INHERENT CONDITIONS OF THE WORK TO BE PERFORMED. CONTRACTOR SHALL ALSO ACKNOWLEDGE THAT THERE ARE CERTAIN PECULIAR AND INHERENT CONDITIONS EXISTENT IN THE CONSTRUCTION OF THE PARTICULAR FACILITIES WHICH MAY CREATE, DURING THE CONSTRUCTION PROGRAM, UNUSUAL OR UNSAFE CONDITIONS HAZARDOUS TO PERSONS, PROPERTY AND THE ENVIRONMENT. CONTRACTOR SHALL BE AWARE OF SUCH PECULIAR RISKS AND HAVE THE SKILL AND EXPERIENCE TO FORESEE AND TO ADOPT PROTECTIVE MEASURES TO ADEQUATELY AND SAFELY PERFORM THE CONSTRUCTION WORK WITH RESPECT TO SUCH HAZARDS.
28. CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF ALL STRIPING AND/OR PAVEMENT MARKINGS NECESSARY TO TIE EXISTING STRIPING INTO FUTURE STRIPING. METHOD OF REMOVAL SHALL BE BY GRINDING OR SANDBLASTING.
29. CONTRACTOR SHALL PROVIDE ALL SHORING, BRACING, SLOPING OR OTHER PROVISIONS NECESSARY TO PROTECT WORKMEN FOR ALL AREAS TO BE EXCAVATED TO A DEPTH OF 4 FEET OR MORE. FOR EXCAVATIONS 4 FEET OR MORE IN DEPTH, THE CONTRACTOR SHALL COMPLY WITH LOCAL, STATE AND NATIONAL SAFETY CODES, ORDINANCES. OR REQUIREMENTS FOR EXCAVATION AND TRENCHES.
30. ALL EXISTING GATES AND FENCES TO REMAIN UNLESS OTHERWISE NOTED ON PLANS. PROTECT ALL GATES AND FENCES FROM DAMAGE

Utility Notes:

1. CONTRACTOR SHALL COORDINATE LOCATION OF NEW "DRY UTILITIES" WITH THE APPROPRIATE UTILITY COMPANY, INCLUDING BUT NOT LIMITED TO: TELEPHONE SERVICE, GAS SERVICE, CABLE, POWER, INTERNET.
2. EXISTING UTILITIES HAVE BEEN SHOWN ON THE PLANS USING A COMBINATION OF ON-SITE SURVEYS (BY OTHERS). PRIOR TO COMMENCING ANY WORK, IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO HAVE EACH UTILITY COMPANY LOCATE IN THE FIELD, THEIR MAIN AND SERVICE LINES 48 HOURS IN ADVANCE OF PERFORMING ANY EXCAVATION WORK. THE CONTRACTOR SHALL RECORD THE BLUE STAKES ORDER NUMBER AND FURNISH ORDER NUMBER TO OWNER AND ENGINEER PRIOR TO ANY EXCAVATION. IT WILL BE THE CONTRACTOR'S SOLE RESPONSIBILITY TO DIRECTLY CONTACT ANY OTHER UTILITY COMPANIES THAT ARE NOT MEMBERS OF BLUE STAKES. IT SHALL BE THE CONTRACTOR'S SOLE RESPONSIBILITY TO PROTECT ALL EXISTING UTILITIES SO THAT NO DAMAGE RESULTS TO THEM DURING THE PERFORMANCE OF THIS CONTRACT. ANY REPAIRS NECESSARY TO DAMAGED UTILITIES SHALL BE PAID FOR BY THE CONTRACTOR. THE CONTRACTOR SHALL BE REQUIRED TO COOPERATE WITH OTHER CONTRACTORS AND UTILITY COMPANIES INSTALLING NEW STRUCTURES, UTILITIES AND SERVICE TO THE PROJECT.
3. CONTRACTOR SHALL POT HOLE ALL UTILITIES TO DETERMINE IF CONFLICTS EXIST PRIOR TO BEGINNING ANY EXCAVATION. NOTIFY ENGINEER OF ANY CONFLICTS. CONTRACTOR SHALL VERIFY LOCATION AND INVERTS OF EXISTING UTILITIES TO WHICH NEW UTILITIES WILL BE CONNECTED. PRIOR TO COMMENCING ANY EXCAVATION WORK THE CONTRACTOR SHALL NOTIFY ALL UTILITY COMPANIES IN ACCORDANCE WITH THE REQUIRED PROCEDURES.
4. CARE SHOULD BE TAKEN IN ALL EXCAVATIONS DUE TO POSSIBLE EXISTENCE OF UNRECORDED UTILITY LINES. EXCAVATION REQUIRED WITHIN PROXIMITY OF EXISTING UTILITY LINES SHALL BE DONE BY HAND. CONTRACTOR SHALL REPAIR ANY DAMAGE TO EXISTING UTILITY LINES OR STRUCTURES INCURRED DURING CONSTRUCTION OPERATIONS AT HIS EXPENSE.
5. ALL VALVES AND MANHOLE COVERS SHALL BE RAISED OR LOWERED TO MEET FINISHED GRADE.
6. CONTRACTOR SHALL CUT PIPES OFF FLUSH WITH THE INSIDE WALL OF THE BOX OR MANHOLE.
7. CONTRACTOR SHALL GROUT AT CONNECTION OF PIPE TO BOX WITH NON-SHRINKING GROUT, INCLUDING PIPE VOIDS LEFT BY CUTTING PROCESS, TO A SMOOTH FINISH.
8. CONTRACTOR SHALL GROUT WITH NON-SHRINK GROUT BETWEEN GRADE RINGS AND BETWEEN BOTTOM OF INLET LID FRAME AND TOP OF CONCRETE BOX
9. SILT AND DEBRIS IS TO BE CLEANED OUT OF ALL STORM DRAIN BOXES. CATCH BASINS ARE TO BE MAINTAINED IN A CLEANED CONDITION AS NEEDED UNTIL AFTER THE FINAL BOND RELEASE INSPECTION.
10. CONTRACTOR SHALL CLEAN ASPHALT, TAR OR OTHER ADHESIVES OFF OF ALL MANHOLE LIDS AND INLET GRATES TO ALLOW ACCESS.
11. EACH TRENCH SHALL BE EXCAVATED SO THAT THE PIPE CAN BE LAID TO THE ALIGNMENT AND GRADE AS REQUIRED. THE TRENCH WALL SHALL BE SO BRACED THAT THE WORKMEN MAY WORK SAFELY AND EFFICIENTLY. ALL TRENCHES SHALL BE DRAINED SO THE PIPE LAYING MAY TAKE PLACE IN DE-WATERED CONDITIONS.
12. CONTRACTOR SHALL PROVIDE AND MAINTAIN AT ALL TIMES AMPLE MEANS AND DEVICES WITH WHICH TO REMOVE PROMPTLY AND TO PROPERLY DISPOSE OF ALL WATER ENTERING THE TRENCH EXCAVATION.
13. MAINTAIN A MINIMUM 18" VERTICAL SEPARATION DISTANCE BETWEEN ALL UTILITY CROSSINGS.
14. CONTRACTOR SHALL START INSTALLATION AT LOW POINT OF ALL NEW GRAVITY UTILITY LINES.
15. ALL BOLTED FITTINGS MUST BE GREASED AND WRAPPED.
16. UNLESS SPECIFICALLY NOTED OTHERWISE, MAINTAIN AT LEAST 2 FEET OF COVER OVER ALL STORM DRAIN LINES AT ALL TIMES (INCLUDING DURING CONSTRUCTION).
17. ALL WATER LINES SHALL BE INSTALLED A MINIMUM OF 60" BELOW FINISHED GRADE.
18. ALL SEWER LINES AND SEWER SERVICES SHALL HAVE A MINIMUM SEPARATION OF 10 FEET, PIPE EDGE TO PIPE EDGE, FROM THE WATER LINES. IF A 10 FOOT SEPARATION CAN NOT BE MAINTAINED, THE SEWER LINE AND WATER LINE SHALL BE LAID IN SEPARATE TRENCHES AND THE BOTTOM OF THE WATER LINE SHALL BE AT LEAST 18" ABOVE THE TOP OF THE SEWER LINE.
19. CONTRACTOR SHALL INSTALL THRUST BLOCKING AT ALL WATERLINE ANGLE POINTS AND TEES.
20. ALL UNDERGROUND UTILITIES SHALL BE IN PLACE PRIOR TO INSTALLATION OF CURB, GUTTER, SIDEWALK AND STREET PAVING.
21. CONTRACTOR SHALL INSTALL MAGNETIC LOCATING TAPE CONTINUOUSLY OVER ALL NONMETALLIC PIPE.

Erosion Control General Notes:

THE CONTRACTOR TO USE BEST MANAGEMENT PRACTICES FOR PROVIDING EROSION CONTROL FOR CONSTRUCTION OF THIS PROJECT. ALL MATERIAL AND WORKMANSHIP SHALL CONFORM TO GOVERNING AGENCIES ORDINANCES AND ALL WORK SHALL BE SUBJECT TO INSPECTION BY THE COUNTIES. ALSO, INSPECTORS WILL HAVE THE RIGHT TO CHANGE THE FACILITIES AS NEEDED.

CONTRACTOR SHALL KEEP THE SITE WATERED TO CONTROL DUST. CONTRACTOR TO LOCATE A NEARBY HYDRANT FOR USE AND TO INSTALL TEMPORARY METER. CONSTRUCTION WATER COST TO BE INCLUDED IN BID.

WHEN GRADING OPERATIONS ARE COMPLETED AND THE DISTURBED GROUND IS LEFT OPEN FOR 14 DAYS OR MORE, THE AREA SHALL BE FURROWED PARALLEL TO THE CONTOURS.

THE CONTRACTOR SHALL MODIFY EROSION CONTROL MEASURES TO ACCOMMODATE PROJECT PLANNING.

ALL ACCESS TO PROPERTY WILL BE FROM PUBLIC RIGHT-OF-WAYS. THE CONTRACTOR IS REQUIRED BY STATE AND FEDERAL REGULATIONS TO PREPARE A STORM WATER POLLUTION PREVENTION PLAN AND FILE A "NOTICE OF INTENT" WITH THE GOVERNING AGENCIES.

Maintenance:

ALL BEST MANAGEMENT PRACTICES (BMP'S) SHOWN ON THIS PLAN MUST BE MAINTAINED AT ALL TIMES UNTIL PROJECT CLOSE-OUT.

THE CONTRACTOR'S RESPONSIBILITY SHALL INCLUDE MAKING BI-WEEKLY CHECKS ON ALL EROSION CONTROL MEASURES TO DETERMINE IF REPAIR OR SEDIMENT REMOVAL IS NECESSARY. CHECKS SHALL BE DOCUMENTED AND COPIES OF THE INSPECTIONS KEPT ON SITE.

SEDIMENT DEPOSITS SHOULD BE REMOVED AFTER EACH RAINFALL. THEY MUST BE REMOVED WHEN THE LEVEL OF DEPOSITION REACHES APPROXIMATELY ONE-HALF THE HEIGHT OF BARRIER.

SEDIMENT TRACKED ONTO PAVED ROADS MUST BE CLEANED UP AS SOON AS PRACTICAL, BUT IN NO CASE LATER THAN THE END OF THE NORMAL WORK DAY. THE CLEAN UP WILL INCLUDE SWEEPING OF THE TRACKED MATERIAL, PICKING IT UP, AND DEPOSITING IT TO A CONTAINED AREA.

EXPOSED SLOPES:

ANY EXPOSED SLOPE THAT WILL REMAIN UNTOUCHED FOR LONGER THAN 14 DAYS MUST BE STABILIZED BY ONE OR MORE OF THE FOLLOWING METHODS:
- A) SPRAYING DISTURBED AREAS WITH A TACKIFIER VIA HYDROSEED
- B) TRACKING STRAW PERPENDICULAR TO SLOPES
- C) INSTALLING A LIGHT-WEIGHT, TEMPORARY EROSION CONTROL BLANKET

Notice to Contractor:

THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THESE PLANS ARE BASED UPON RECORDS OF THE VARIOUS UTILITY COMPANIES AND/OR MUNICIPALITIES AND, WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED UPON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THESE PLANS.

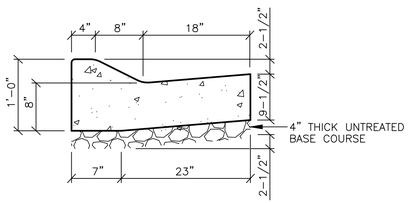
THE CONTRACTOR AGREES THAT THEY SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS; AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY, AND HOLD THE OWNER AND THE ENGINEERS HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT.

Survey Control Note:

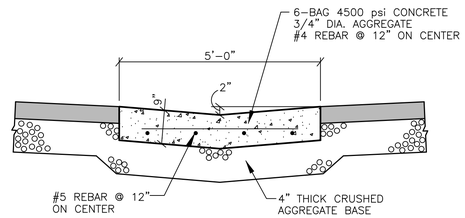
THE CONTRACTOR OR SURVEYOR SHALL BE RESPONSIBLE FOR FOLLOWING THE NATIONAL SOCIETY OF PROFESSIONAL SURVEYORS (NSPS) MODEL STANDARDS FOR ANY SURVEYING OR CONSTRUCTION LAYOUT TO BE COMPLETED USING REEVE & ASSOCIATES, INC. SURVEY DATA OR CONSTRUCTION IMPROVEMENT PLANS. PRIOR TO PROCEEDING WITH CONSTRUCTION STAKING, THE SURVEYOR SHALL BE RESPONSIBLE FOR VERIFYING HORIZONTAL CONTROL FROM THE SURVEY MONUMENTS AND FOR VERIFYING ANY ADDITIONAL CONTROL POINTS SHOWN ON AN ALTA SURVEY, IMPROVEMENT PLAN, OR ANY ELECTRONIC DATA PROVIDED. THE SURVEYOR SHALL ALSO USE THE BENCHMARKS AS SHOWN ON THE PLAN, AND VERIFY THEM AGAINST NO LESS THAN FIVE (5) EXISTING HARD IMPROVEMENT ELEVATIONS INCLUDED ON THESE PLANS OR ON ELECTRONIC DATA PROVIDED. IF ANY DISCREPANCIES ARE ENCOUNTERED, THE SURVEYOR SHALL IMMEDIATELY NOTIFY REEVE & ASSOCIATES, INC. AND RESOLVE THE DISCREPANCIES BEFORE PROCEEDING WITH ANY CONSTRUCTION STAKING.

Legend

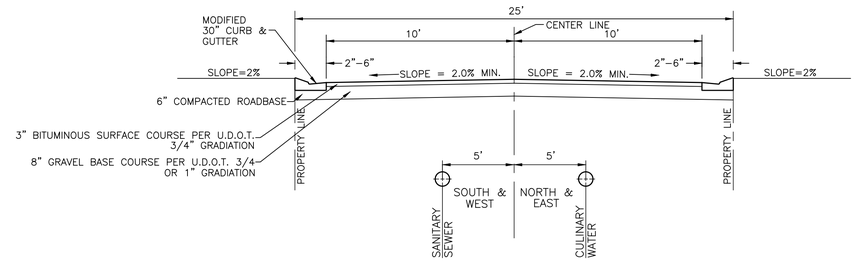
———W———	= PROPOSED CULINARY WATER LINE	FC	= FENCE CORNER
— —EX.W— — —	= EXISTING CULINARY WATER LINE	FF	= FINISH FLOOR
———SS———	= PROPOSED SANITARY SEWER LINE	FFE	= FINISH FLOOR ELEVATION
— —EX.SS— —	= EXISTING SANITARY SEWER LINE	FG	= FINISHED GRADE
———SD———	= PROPOSED STORM DRAIN LINE	FH	= FIRE HYDRANT
— —EX.SD— —	= EXISTING STORM DRAIN LINE	FL	= FLOW LINE
———X———X	= FENCE LINE	GB	= GRADE BREAK
	= PROPOSED FIRE HYDRANT	INV	= INVERT
	= EXISTING FIRE HYDRANT	L.F.	= LINEAR FEET
	= PROPOSED MANHOLE	NG	= NATURAL GRADE
	= EXISTING MANHOLE	PP	= POWER/UTILITY POLE
	= PROPOSED SEWER CLEAN-OUT	P.U.E.	= PUBLIC UTILITY EASEMENT
	= PROPOSED GATE VALVE	RCP	= REINFORCED CONCRETE PIPE
	= EXISTING GATE VALVE	RIM	= RIM OF MANHOLE
	= PROPOSED WATER METER	R.O.W.	= RIGHT-OF-WAY
	= EXISTING WATER METER	SD	= STORM DRAIN
	= PROPOSED CATCH BASIN	SS	= SANITARY SEWER
	= EXISTING CATCH BASIN	TBC	= TOP BACK OF CURB
	= PLUG W/ 2" BLOW-OFF	TOA	= TOP OF ASPHALT
	= PLUG & BLOCK	TOC	= TOP OF CONCRETE
	= STREET LIGHT	TOFF	= TOP OF FINISHED FLOOR
	= SIGN	TOI	= TOP OF PUMP ISLAND
BLDG	= BUILDING	TSW	= TOP OF SIDEWALK
C&G	= CURB & GUTTER	W	= CULINARY WATER
CB	= CATCH BASIN	WM	= WATER METER
C.F.	= CUBIC FEET		= EXISTING ASPHALT PAVEMENT
C.F.S.	= CUBIC FEET PER SECOND		= EXISTING CONCRETE
			= PROPOSED ASPHALT PAVEMENT
			= PROPOSED CONCRETE



Mountable Curb & Gutter
SCALE: NONE



5' Concrete Waterway
SCALE: NONE



Typical Private Road Section
SCALE: NONE

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REVISIONS

DATE	DESCRIPTION

Kensington Place
Phase 2 (Expansion)
CLEARFIELD CITY, DAVIS COUNTY, UTAH

Notes/Legend/
Street Cross-Section

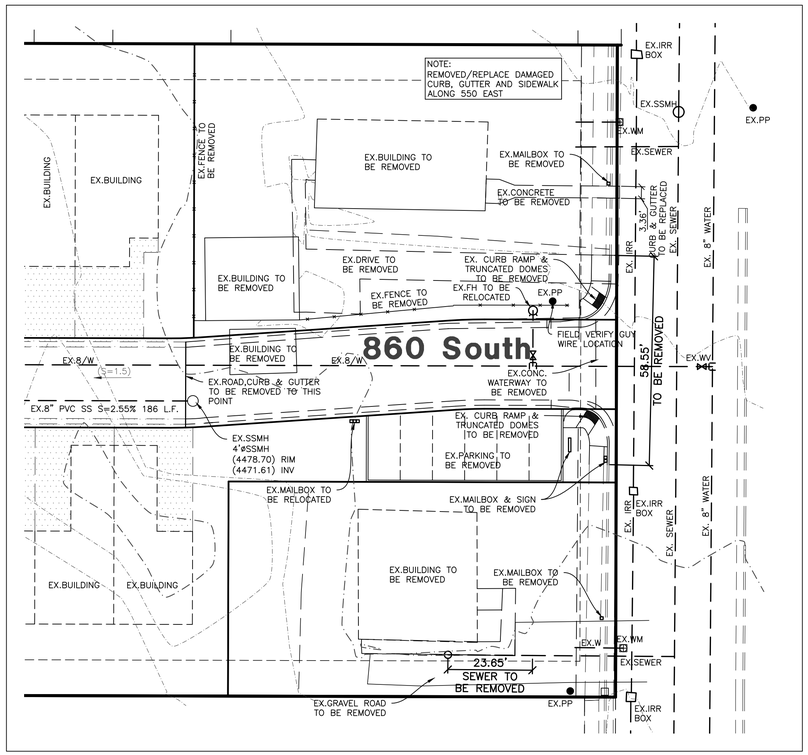
PROFESSIONAL ENGINEER — 176538 — THOMAS J. HUNT — 03/07/2019 — STATE OF UTAH

Project Info.
Engineer: THOMAS J. HUNT
Drafter: N. FICKLIN
Begin Date: MARCH, 2019
Name: KENSINGTON PLACE PHASE 2
Number: 6388-01

Sheet 2 of 4 Sheets

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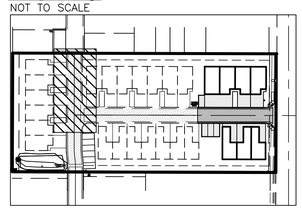
Existing/Demolition

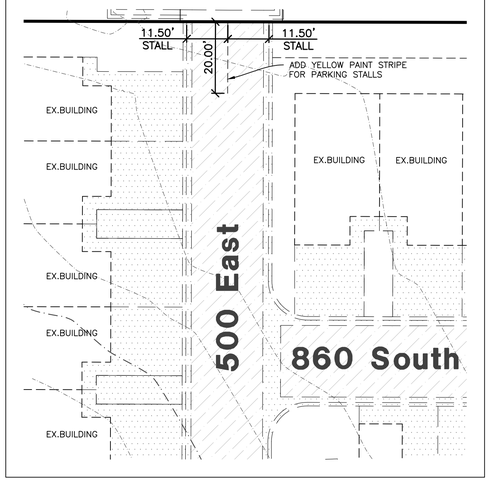
20 0 20 40 60

Scale: 1" = 20'

Key Map

NOT TO SCALE





550 East Parking Plan

20 0 20 40 60

Scale: 1" = 20'

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REVISIONS	
DATE	DESCRIPTION

Kensington Place Phase 2 (Expansion)

CLEARFIELD CITY, DAVIS COUNTY, UTAH

Existing/Demolition Plan Parking Plan

PROFESSIONAL ENGINEER
166488
THOMAS J. HUNT
03/07/2019
STATE OF UTAH

Project Info.

Engineer: THOMAS J. HUNT

Drafter: N. FICKLIN

Begin Date: MARCH, 2019

Name: KENSINGTON PLACE PHASE 2

Number: 6388-01

Sheet 3 of 4 Sheets

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Construction Notes:

1. ALL CONSTRUCTION IS TO CONFORM TO THE STANDARD DRAWINGS AND SPECIFICATIONS OF CLEARFIELD CITY.
2. CONSTRUCTION HANDICAP RAMP PER ADA AND CITY REQUIREMENTS.
3. WATER METER BOXES MUST BE H-20 LOAD RATED

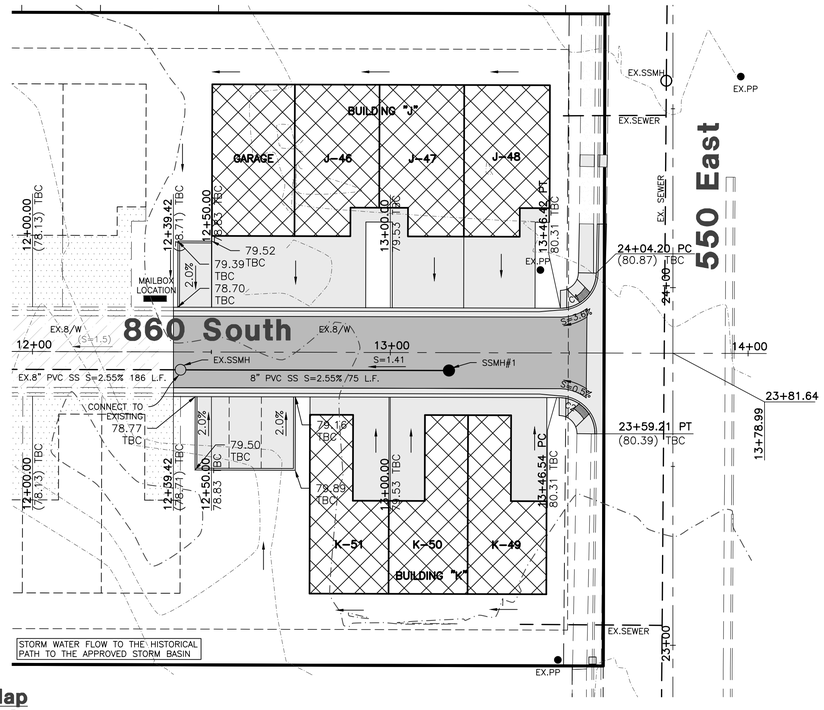
CULINARY WATER

W – 3/4" TYPE K SOFT COPPER TUBING WATER LATERAL

SANITARY SEWER

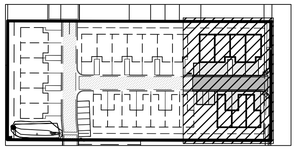
SS/8 – 8" PVC ASTM D3034 SDR-35 SEWER LINE

SS – 4" PVC SEWER LATERAL



Key Map

NOT TO SCALE



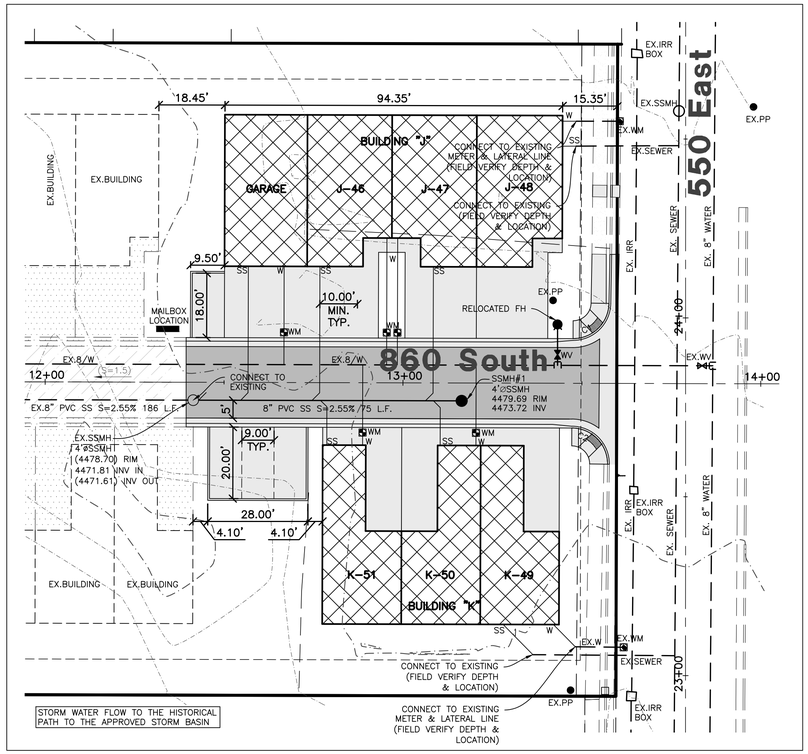
860 South Street
Station 12+00.00-14+00.00

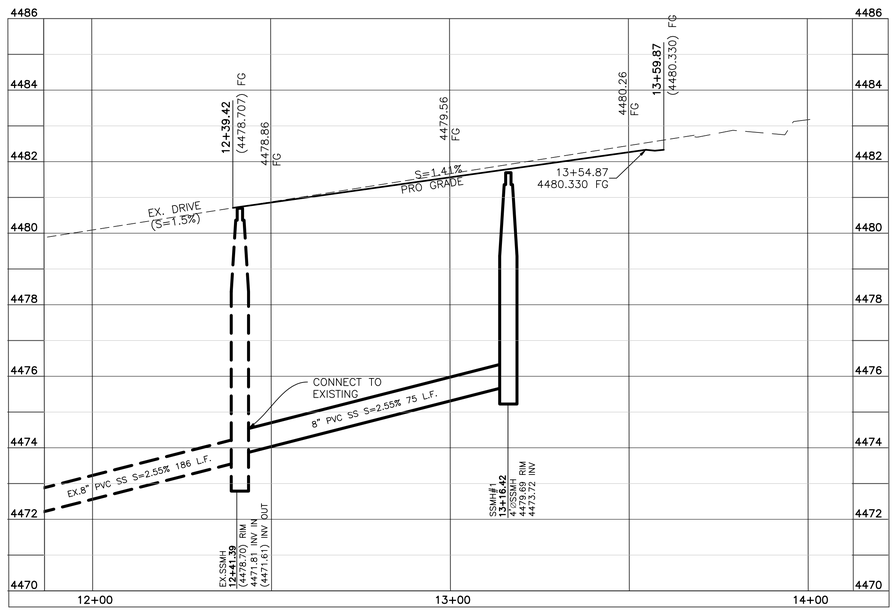
20 0 20 40 60

Horizontal Scale: 1" = 20'
Vertical Scale: 1" = 2'

TBC Curve Data

#	Delta	Radius	Length	Tangent	Chord	CH Length
C1	89°09'40"	10.00'	15.56'	9.85'	N45°34'28"E	14.04'
C2	90°29'20"	10.00'	15.79'	10.09'	N44°36'02"W	14.20'





Utility Plan

20 0 20 40 60

Scale: 1" = 20'

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REVISIONS

DATE	DESCRIPTION

Kensington Place Phase 2 (Expansion)

CLEARFIELD CITY, DAVIS COUNTY, UTAH

860 South (12+00.00-14+00.00) Utility Plan

PROFESSIONAL ENGINEER
7065388
THOMAS J. HUNT
03/07/2019
STATE OF UTAH

Project Info.

Engineer: THOMAS J. HUNT
Drafter: N. FICKLIN
Begin Date: MARCH, 2019
Name: KENSINGTON PLACE PHASE 2
Number: 6388-01

Sheet 4 of 4 Sheets

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DEVELOPMENT AGREEMENT

for

KENSINGTON PLACE SUBDIVISION, PHASE II

between

CLEARFIELD CITY CORPORATION

and

HAMBLIN INVESTMENT GROUP, LLC

E 2847134 B 6199 P 185-191
RICHARD T. MAUGHAN
DAVIS COUNTY, UTAH RECORDER
02/06/2015 10:52 AM
FEE $0.00 Pgs: 7
DEP RT REC'D FOR CLEARFIELD CITY

THIS AGREEMENT is entered into this 23RD day of SEPTEMBER 2014, by and between Clearfield City Corporation (the "City"), a Utah Municipal Corporation, and Hamblin Investment Group, LLC, a Utah Limited Liability Company, John K. Ryan, Manager ("Developer").

D

12-815-0001 #0002
0025 → 0049

RECITALS

A. Developer intends to develop certain property situated in Clearfield City, Davis County, Utah, located at approximately 860 South 550 East, more particularly described in Exhibit A hereto and known as the "Property."

B. Developer either owns or has a contractual right to purchase the Property.

C. The Developer desires to develop the Property according to the Kensington Place Phase II Subdivision Plat and Improvement Drawings as well as incorporating any changes thereto as set forth in the approved final subdivision plat to be recorded with the Davis County Recorder's Office, which documents are attached hereto as Exhibit B (the "Plat").

D. On September 23, 2014, the City approved the Plat submitted by the Developer for the development of the Property.

E. Developer and City are entering into this Development Agreement as part of the subdivision approval process for the development of the Property.

NOW, THEREFORE, in consideration of the premises and the terms and conditions herein stated and for other valuable consideration, the adequacy of which is acknowledged by the parties hereto, it is agreed as follows:

1. Developer's Undertaking

A. Developer hereby agrees to construct and to install, all improvements described in the Plat and Improvement Drawings. In the event that Developer does not complete such improvements according to the specific plans set forth in the Plat and Improvement Drawings, the City shall have the right to cause such work to be done as is necessary to reasonably complete the installation of the improvements and Developer shall be liable for the cost of such additional work.

In addition this development may require new water, sanitary sewer and storm sewer lines to be installed. The Developer shall be responsible for installing those lines in accordance with City standards and in addition to the other improvements on the Plat. However, all utilities located within the subdivision will be installed by the Developer and then will be perpetually maintained by either the Developer or the homeowners association for the subdivision. Notwithstanding any other provision contained herein, all utilities (water, storm water, sanitary sewer, etc.), roadways and sidewalks will be privately owned and maintained; no utilities, roads or sidewalks will be publicly owned or maintained by the City.

No building permits shall be issued for construction of the town homes in the subdivision until the City has approved the final Subdivision Plat and the final Site Plan.

B. All housing units within the development of the Property shall be single-family dwellings (town homes) and shall have a one-car garage and one additional parking space. This is a deviation from City Code 11-9E-13D which requires each dwelling to have a two car garage.

C. Residential units shall have at least 1,200 square feet of finished floor area above grade. No slab on grade construction without footings is allowed. This is a deviation from City Code 11-9E-13B which requires dwelling styles other than ramblers to have a finished floor area of at least 1,500 square feet.

D. Each main building on the Property shall have the setbacks, front yards, back yards and side yards as shown on the approved Final Site Plan. There are deviations from City Code 11-9E-5 regarding front, side, and rear yard setbacks in various locations throughout the development.

E. Each unit shall have vinyl siding on units where siding is used, and front elevations shall have at least fifty percent (50%) brick or forty percent (40%) rock. All side and rear exterior finishes may be brick, stucco, rock, vinyl siding, or combinations thereof.

F. Developer shall construct residential units on the Property in substantial conformance with the plans and elevations presented to the City during the approval process which elevations shall be kept on file in the records of Clearfield City. Developer, or its assigns, may modify the plans and elevations for the residential units on the Property provided that such modifications satisfy the requirements of paragraphs 1(B), 1(C) and 1(E) of this Agreement and further provided that such modifications of the plans and elevations shall be presented to and approved by the Planning Commission and the City Council.

G. Developer agrees to provide at least twenty-five percent (25.0%) of the newly developed Property to remain as open space. Developer shall construct, install, and pay for all improvements related to the open space and it shall have shrubs, trees and grass covering that shall be mowed, watered and maintained. Developer shall establish a homeowners association to be responsible for all aspects of maintenance of the open

space as well as all surface improvements on private property including streets and rights of way throughout the Property. Should the homeowners association fail to maintain the open space, the City shall have the right, but not the obligation to perform such maintenance and bill the charges therefore to the individual homeowners on a pro-rated basis.

H. The Developer shall record this Agreement as covenants running with the lots and land in the Development and indicate on the approved Final Subdivision Plat the existence of this Agreement and the recording data therefore.

I. The Developer shall install vinyl fencing around the property.

J. The Developer must comply with the City's requirements for guaranteeing the installation and warranty of all subdivision improvements pursuant to the City's subdivision ordinance and all other applicable laws.

2. **City's Undertakings.**

A. The City shall approve the final subdivision plat for the development of the Property, provided that such final plat is consistent with the Plat and conforms to all applicable laws. The City will record the approved final plat with the Davis County Recorder's Office as required by law.

B. Pursuant to the City's subdivision ordinance, following approval of the final subdivision plat by the City Council, but before approval from the City Attorney or recording of the final plat with the Davis County Recorder's Office, the City will verify that proper assurances (escrow account and agreement, and/or surety bond) are in place to guarantee the satisfactory installation and warranty of the subdivision improvements

3. **General Terms and Conditions.**

A. Integration Clause. This Document and those incorporated by reference constitute the entire agreement between the Parties and may not be amended except in writing signed by the Parties.

B. Exhibits Incorporated. Each exhibit attached to and referred to in this Agreement is hereby incorporated by reference as though set forth in full where referred to herein.

C. Attorneys' Fees. In the event of any action or suit by a party against the other party for any reason of any breach of any of the covenants, conditions, agreements, provisions on the part of the other part arising out of the Agreement, the prevailing party in such action or suit shall be entitled to have and recover from the other party all costs and expenses incurred therein, including reasonable attorneys' fees.

D. Governing Law and Venue. It is mutually understood and agreed that this Agreement shall be governed by the laws of the state of Utah, both as to interpretation

and performance. Any action at law, suit in equity, or other judicial proceeding for the enforcement of this Agreement or any provision thereof shall be instituted only in the Second Judicial District Court, Farmington Department, State of Utah.

E. Remedies for Breach. In addition to any other remedies allowed under law or equity, the parties shall specifically be entitled to specific performance of the terms and conditions under this Agreement.

F. Successors and Assigns of the Parties. This Agreement shall be binding upon the parties and their successors and assigns, and where the term "Developer", "Party" or "Parties" is used in this Agreement it shall mean and include the successors and assigns of Developer. In addition, Developer may assign the rights to develop part of the Property to a third party pursuant to the terms of this Agreement, provided that such third party agrees in writing to be bound by the terms of this Agreement and that such written agreement to be bound has been provided to the City.

G. Headings. The paragraph headings of this Agreement are for the purposes of performance only and shall not limit or define the provisions of this Agreement or any of said provisions.

H. Severability or Partial Validity. If any term, covenant, paragraph, or condition of this Agreement or the application thereof to any person or circumstance shall to any extent be invalid or unenforceable, the remainder of this Agreement shall not be affected thereby and each such remaining term, covenant, or condition of this Agreement shall be valid and enforceable to the full extent permitted by law.

I. Warranty of Authority. Each party signing or executing this Agreement warrants that they have full authority to sign this Agreement and by signing said Agreement do bind the parties thereto.

J. Warranty Inspections. The Developer agrees to reimburse the City or pay directly to the City's engineer any costs associated with the intermediate and final warranty inspections that are required prior to acceptance of the subdivision improvements by the City.

IN WITNESS WHEREOF, the Developer and Clearfield City have executed this Agreement effective as of the date first above written.

CLEARFIELD CITY CORPORATION,
A Utah Municipal Corporation

By: _____
Mark R. Shepherd, Mayor

Clearfield City Corporation
OFFICIAL SEAL

Hamblin Investment Group, LLC
A Utah Limited Liability Company

_____
John K. Ryan, Manager

ATTEST:

By: Nancy R. Dean
Nancy R. Dean, City Recorder

STATE OF UTAH)
§
COUNTY OF DAVIS)

On 20th of January, ~~2014~~ 2015 personally appeared before me, Mark R. Shepherd and Nancy R. Dean, who being by me duly sworn did say, that they are the Mayor and City Recorder of Clearfield City Corporation, and that the within and foregoing instrument was signed on behalf of said corporation by authority of the City Council and the said, Mark R. Shepherd and Nancy R. Dean, acknowledged to me that said corporation executed the same.

STATE OF UTAH
NOTARY PUBLIC
KIMBERLY S. READ
Commission #656106
My Commission Expires
June 21, 2018

Kimberly S Read
NOTARY PUBLIC
Residing: Davis County

CORPORATE ACKNOWLEDGMENT

STATE OF UTAH)
§
COUNTY OF DAVIS)

On the 20th day of January, 2015 personally appeared before me, Mr. John K. Ryan as signer of the foregoing document, who duly acknowledged to me that he has corporate authority on behalf of Hamblin Investment Group, LLC to execute the same, and did so on behalf of the Limited Liability Company.

NOTARY PUBLIC
JESSICA L HARDY
Commission #676929
My Commission Expires
April 23, 2018
STATE OF UTAH

Jessica L. Hardy
NOTARY PUBLIC

Residing: Davis County, Utah

Reeve & Associates, Inc.

LEGAL DESCRIPTION
KENSINGTON PLACE

PART OF THE NORTHEAST QUARTER OF SECTION 12. TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY

BEGINNING AT A POINT, SAID POINT LIES 2646.77 FEET, N89°47'01"W AND 730.39 FEET S00°09'18"W FROM A FOUND DAVIS COUNTY MONUMENT AT THE NORTHEAST CORNER OF SAID SECTION 12 AND RUNNING; THENCE S89°50'42"E 396.72 FEET; THENCE S00°29'51"W 182.30 FEET TO A POINT ON THE NORTHERLY BOUNDARY OF KENSINGTON PLACE PUD; THENCE N89°50'42"W ALONG SAID NORTHERLY BOUNDARY LINE 395.63 FEET; THENCE N00°09'18"E 182.30 FEET TO THE POINT OF BEGINNING.

CONTAINING 72,222 SQUARE FEET OR 1.658 ACRES

CIVIL ENGINEERING CONSULTANTS, PLLC.

5141 South 1500 West
Riverdale City, Utah 84405
801-866-0550

21 March 2019

Clearfield City
55 South State Street
Clearfield City, Utah 84015

Attn: Brad McIlrath, Senior Planner
Proj: Kensington Place Phase 2 Amended Subdivision
Subj: Review #1

Dear Brad,

Attached is our review of the above referenced Kensington Place Phase 2 Amended Subdivision Subdivision for your consideration:

General Notes:

Please request the Developer or his Engineer, submit a response letter with their re-submittal of drawings answering all Engineering review comments contained herein.

Plat

1. The plat "Narrative" needs to be re-written and specifically address what is taking place as follows:

   - Additional 6-each buildings.
   - Relocating of 6-each parking stalls.
   - Addition of a maintenance garage. The garage should be a accessory building to the development and should not be a business office un-related to the subdivision.
   - Modification (enlarging) the existing detention basin.
   - Extending utilities.
   - Expanding the subdivision boundary.

2. The location of the existing detention basin will need to be shown.

3. All existing property owners should sign the "Amended Plat". A separate signature page with acknowledgements should be considered.

4. The approval signature block needs to be modified at the bottom of the document for the "City Engineer" to sign the final mylar plat document. The language for the "Clearfield City Engineer" approval/compliance signature block shall be written to match the following:

   I hereby certify that the "Office of the City Engineer" has examined the foregoing Plat and in our opinion the information conveyed herewith, complies with the Public Works Standards and Specifications of Clearfield City.

5. A "Special Note" must be placed on the plat stating that the detention basin and associated storm water facilities must be maintained and cannot be removed.

Improvement Drawings

1. The following "Note" will need to be added to the Improvement Drawings:

   - All deteriorated, damaged or missing surface improvements surrounding the perimeter of the development will need to be replaced or installed, i.e., curb and gutter, sidewalk, landscaping park strip improvements, street lights, fencing, etc.

Storm Water Issues:

2. The existing storm water detention basin and facilities must be shown on the drawings and all discharge pipelines shown extending to the location of the connection with the Clearfield City storm water system.

3. The initial storm water calculations will need to be submitted for review and then the modification to the calculations for the new area will need to be submitted for review.

4. For the additional property added to the townhouse development the following storm water requirements apply:

   - The Storm Water calculations for a 100-year event, 24-hour storm will be required.

   - The existing "Orifice Structure Box" will need to provide that a maintenance worker does not have to reach underwater to resolve any blockage to the orifice. The orifice structure box will need to be large enough for a maintenance person to safely enter and work.

   - A weekly, monthly & yearly storm water facilities maintenance schedule is required to be submitted.

   - A note needs to be placed on the "Drainage Plans and Grading Plans" that upon completion of the detention basin the design engineer must survey and verify to the

Clearfield City Public Works Director that the additional volume required for detention has been accomplished.

- An overall storm water map for the entire "Townhouse Development" will need to be submitted for review (this data should be included on the "Grading and Drainage" plan).

5. All improvement details which are required to be constructed must be shown in the improvement drawings.

6. The roadway area between Sta.12+39.42 and the waterway on 550 East Street will be required to be removed completely with 8" of new roadbase and 3" of new bituminous asphalt pavement installed.

Sincerely,
CEC, Civil Engineering Consultants, PLLC.



N. Scott Nelson, P.E., S.E.
City Engineer

Cc. Scott Hodge, Public Works Director
Mark Baird, Deputy Public Works Director
Kamilla Schultz, P.E., Staff Engineer

From the Desk of
Deputy Chief John Taylor
NORTH DAVIS FIRE DISTRICT
381 NORTH 3150 WEST
OFFICE: (801) 525-2850
FAX: (801) 525-6935
EMAIL: JTAYLOR@NOFIRES.ORG

TO: Brad McIlrath / Clearfield City Planner; John Ryan / Developer

FROM: John Taylor / Fire Marshal

RE: Kensington Place- Phase II

DATE: February 6, 2019

I have reviewed the site plan submitted for the above referenced project. The Fire Prevention Division of this Fire District has the following comments/concerns.

1. The minimum fire flow requirement is 1500 gallons per minute for 60 consecutive minutes for residential one and two family dwellings. Fire flow requirements may be increased for residential one and two family dwellings with a building footprint equal to or greater than 3,600 square feet or for buildings other than one and two family dwellings. Provide documentation that the fire flow has been confirmed through the Clearfield City water dept.

2. Fire hydrants and access roads shall be installed prior to construction of any buildings. All hydrants shall be placed with the 4½" connection facing the point of access for Fire Department Apparatus. Provide written assurance that this will be met.

3. Prior to beginning construction of any buildings, a fire flow test of the new hydrants shall be conducted to verify the actual fire flow for this project. The Fire Prevention Division of this Fire District shall witness this test and shall be notified a minimum of 48 hours prior to the test.

4. All fire apparatus access roads shall be a minimum all-weather, drivable and maintainable surface. There shall be a minimum clear and unobstructed width of not less than 26 feet and an unobstructed vertical clearance of not less than 13 feet 6 inches. Dead-end roads created in excess of 150 feet in length shall be provided with an approved turn-around.

5. If grades exceed 8%, approval from the City Engineer and the Fire District is required.

6. Application and plan review fee have been received from Mr. Ryan and project is approved for construction by NDFD.

These plans have been reviewed for Fire District requirements only. Other departments must review these plans and will have their requirements. This review by the Fire District must not be construed as

final approval from Clearfield City.

STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Brad McIlrath, Senior Planner/CDBG Coordinator

MEETING DATE: Tuesday, April 23, 2019

SUBJECT: Review and Adoption of 2019-2020 CDBG One Year Action Plan

---

DESCRIPTION / BACKGROUND

Attached is a copy of the draft 2019-2020 Community Development Block Grant (CDBG) One Year Action Plan for review and adoption by the City Council. As required, a public hearing must be held by the City Council to open the mandatory 30-day comment period and a second to close the public comment period and review the final plan. Citizens will be given the opportunity to review the One Year Action Plan at the Customer Service Center following the March 12, 2019 public hearing until April 23, 2019 public hearing. The final copy of the plan will be presented to the City Council on April 23, 2019 as part of the public hearing.

Applications for funding were received and reviewed by the CDBG Funding Committee on January 15, 2019. The committee included Mayor Shepherd and the following City Staff: JJ Allen (City Manager), Summer Palmer (Assistant City Manager), Spencer Brimley (Community Development Director), Stacy Millgate (Customer Service Manager), and Brad McIlrath (Senior Planner/CDBG Coordinator). With a conservative estimate of $197,625 for 2019-2020 funding, the committee recommends the following allocations:

- **Open Doors (Family Connection Center) - $10,000** Circles Program for low-income families to obtain job skills. **2,500** Food Services to at-risk low income persons and families.
- **Davis Community Learning Center - $12,143.75** The funds will help fund two part-time Family Support Specialists (FSS) at Holt and Wasatch Elementary. The FFS work directly with school principals and families in need or crisis to address needs and provided assistance.
- **Safe Harbor - $5,000** Case management, self-sufficiency support, educational and supportive groups, like skills classes, and connections to other resource agencies.
- **Housing Rehabilitation - $58,456.25** Funds will be used towards a housing rehabilitation program for Clearfield residents.
- **Purchase of Lot – $70,000** City will purchase building lot and will partner with an agency to construct a home for low to moderate income family.
- **Administration - $39,525** Administrative expenses in order to oversee the CDBG program at Clearfield City and create the next 5-Year Consolidated Plan and perform the Analysis of Impediments.

Modifications to these proposed allocations can be recommended by the City Council. For example, if the City Council would prefer that funding for Open Doors not be split to two programs, the funds may be directed solely to the Circles Program or the Food Bank. If additional funding is provided than the estimated amount the additional funds will be allocated towards the Circles Program; if less funding is received than anticipated then the Davis Community Learning Center funding will be reduced.

IMPACT

a. **FISCAL –** The proposed allocations are based on funding granted by the United States Department of Housing and Urban Development. No local funds are required to provide the assistance.

b. **OPERATIONS / SERVICE DELIVERY**- No Impact.

ALTERNATIVES

No alternatives are being presented at this time.

SCHEDULE / TIME CONSTRAINTS

CDBG hearing and noticing standards require a notice to be placed in the newspaper 14 days prior to this item being discussed by the City Council in a policy session. A notice was posted on February 24, 2019 that the first public hearing to open the required 30-day comment would be held on March 12, 2019 and that the second public hearing to close the comment period would be held on April 23, 2019. Following that comment period the City Council will be able to take action on the plan at the policy session held on April 23, 2019.

PUBLIC COMMENT

The 30-day public comment period was opened on March 12, 2019. As of the date of this report, no public comments have been received regarding this action plan.

LIST OF ATTACHMENTS

- 2019-2020 CDBG One Year Action Plan
- Davis County Point-in-Time Count Information

CDBG
ONE YEAR
ACTION PLAN



2019-2020

2019– 2020
ANNUAL ACTION PLAN

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM



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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

Clearfield City expects to receive approximately ***$197,625*** in Community Development Block Grant (CDBG) funds for the ***July 1, 2019 to June 30, 2020*** funding cycle. This is a 5% decrease in CDBG funds than Clearfield City received from the last funding cycle. No other federal, state or county funds are anticipated. Over the next year CDBG funds will be utilized as follows:

- **Open Doors (Family Connection Center) - $10,000** Circles Program for low-income families to obtain job skills. **2,500** Food Services to at-risk low income persons and families.
- **Davis Community Learning Center - $12,143.75** The funds will help fund two part-time Family Support Specialists (FSS) at Holt and Wasatch Elementary. The FFS work directly with school principals and families in need or crisis to address needs and provided assistance.
- **Safe Harbor - $5,000** Case management, self-sufficiency support, educational and supportive groups, like skills classes, and connections to other resource agencies.
- **Housing Rehabilitation - $58,456.25** Funds will be used towards a housing rehabilitation program for Clearfield residents.
- **Purchase of Lot – $70,000** City will purchase building lot and will partner with an agency to construct a home for low to moderate income family.
- **Administration - $39,525** Administrative expenses in order to oversee the CDBG program at Clearfield City.

2. Summarize the objectives and outcomes identified in the Plan

The Strategic Plan outlines the following priority needs. These needs are based on the information from the needs assessment and market analysis that was conducted in 2015.

Consolidated Plan Priority Needs:

- Case Management and Supportive Services - Low
- Homeless Prevention - Low
- Affordable Housing for Extremely and Very Low Income Households - High
- Job Creation and Retention - High

- Public Improvements - High
- Public Services - High

3. Evaluation of past performance

Each year, Clearfield City reports its progress in meeting the five-year and annual goals in the Consolidated Annual Performance Evaluation Report (CAPER). The CAPER is submitted to HUD within 90 days after the start of each new program year. At that time, HUD reviews the CAPER report and feedback is provided. The most recent feedback provided indicated "Clearfield City is meeting the primary objective of the Community Development Block Grant which is the development of viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-and-moderate income" It also stated "Projects funded in the current program year are consistent with strategies and goals in the Consolidated Plan and Annual Action Plan. The City's programs benefited an assortment of different organizations and projects and included down payment assistance, emergency home repairs, food bank assistance, street improvements, day care, and domestic violence victim assistance."

4. Summary of Citizen Participation Process and consultation process

Clearfield City has adopted a Citizen Participation Plan that is implemented in conjunction with the One Year Action Plan. The Citizen Participation Plan is designed to provide for public input into the allotment of CDBG funds granted to Clearfield City. The Participation Plan seeks to reach out to minorities and others by putting notice of the public hearing on diverse location in the community. Also, notice of the public hearing is published in the Ogden Standard-Examiner, which is the local newspaper. Anyone can freely attend the public hearing and give comment on the One Year Action Plan. The first public hearing on the One Year Action Plan was held on March 12, 2019. Another hearing, to adopt the final plan, was held on April 23, 2019.

The notice of the public hearing was published in the newspaper at least 14 days before the hearing. In addition to the publication, public notices are posted at the Clearfield Post Office, Davis North Library Branch, Freeport Center Post Office, Clearfield City Hall, and on the City's website. Prior to adoption of the One Year Action Plan, the City informed the public of the anticipated amount of federal funds expected from HUD, and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low and moderate income. This information is always available in the Community Development Department of City Hall.

Residents of public and assisted housing developments, predominantly moderate or low income neighborhoods, minorities, non-English speaking persons, and persons with disabilities are especially encouraged to participate in the One Year Action Plan. In an effort to broaden participation, public hearing notices on the One Year Action Plan were provided to households on the utility bill, as well as posted on the City's website.

5. Summary of public comments

The public comments received through the Community Needs Assessment Survey, which was conducted in 2015, can be found in the Citizen Participation section of this plan. Public comments received as follows:

30-day comment period from March 13, 2019 to April 23, 2019:

- TBD

Public hearing held on March 13th, 2019:

- TBD

Public hearing held on April 23, 2018:

- TBD

6. Summary of comments or views not accepted and the reasons for not accepting them

Comments received are listed above.

7. Summary

This most recent Consolidated Plan used broad participation and outreach efforts in order to identify the City's future housing, community, and economic development needs. All of the comments from the Community Needs Assessment Survey, which was conducted in 2015, were reviewed and categorized into common or recurring themes in order to help establish funding priorities and goals.

This Plan also outlines a strategy for implementing the goals and objectives identified in the Plan. The City will utilize CDBG funds to leverage other public and private investments to implement priority goals.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	CLEARFIELD	Community Development

Table 1 – Responsible Agencies

Narrative (optional)

The City of Clearfield's Community Development Department is the lead agency for preparing and administering the Consolidated Plan, One Year Action Plans, and Consolidated Annual Performance Evaluation Reports (CAPER).

Consolidated Plan Public Contact Information

Clearfield City Corporation
Community Development
55 South State Street
Clearfield, Utah 84015
Telephone: (801)525-2784
Email: brad.mcilrath@clearfieldcity.org

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Clearfield conducted outreach and consultation efforts with citizens, local municipal officials, non-profit agencies, public housing agencies, governmental agencies, private organizations, and the Continuum of Care in preparing the Consolidated/Annual Plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

In order to enhance coordination efforts between the City and the public housing providers, private industry, governmental health, mental health, and other service agencies the City sought their feedback and suggestions. The City incorporated these suggestions into the Annual Action Plan.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Utah has 3 Continuum of Care's (CoC): Salt Lake and Tooele, Utah Balance of State, and Mountainlands. The City of Clearfield is part of the Balance of State CoC. The City is supportive of existing and future efforts and activities that are accomplished through the following service providers that address the needs of homeless persons: Balance of State Continuum of Care, Open Doors, and the Davis Community Housing Authority. One such effort is the Regional Coordinated Assessment plan. The plan allows for a coordinated effort among providers in order to prioritize the needs of their clients across organizational boundaries. Each provider uses the same assessment tool when individuals and families are in need of services. All persons are assessed by acuity. Those persons with the highest need, or that have the most vulnerability, are prioritized. Those with the highest priority of need are given the first opportunity to receive housing with supportive services. The providers in Davis County that currently participate include: Open Doors, Safe Harbor, Davis Behavioral Health, and the Davis Community Housing Authority.

The City of Clearfield does not operate any homeless facilities or provide homeless services directly. However, in addition to the efforts above, the City supports the programs and

facilities offered by other local and state agencies through sales tax re-distribution. The City levies a 1% sales and use tax on all transactions in the City. The state withholds a small portion of this tax from Clearfield City to be distributed for the benefit of emergency food and shelter programs. Additionally, over the next several years, the City will increase coordination efforts by participating in the County's Local Homeless Coordinating Committee meetings. This will help ensure that local and regional goals and objectives are met, efforts are not duplicated, and communication is improved.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Clearfield does not receive ESG funds.

In Utah, membership of the Balance of State Continuum of Care (of which Davis County is a member) is comprised of Local Homeless Coordinating Councils (LHCC) of which Clearfield City participates. Each region's LHCC is inclusive of stakeholders committed to the goal of ending homelessness. These include prevention, outreach, shelter, housing providers, ESG recipients and funders, faith organizations, government agencies, and law enforcement. Needs, service trends, HMIS and PIT data, HEARTH requirements, and goals are also discussed. CoC priorities and goals are discussed and information is provided to CoC leadership to incorporate into CoC wide plans. CoC staff provides training and support to the LHCCs to ensure that the makeup of the Council is reflective of the local community.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

Refer to table 2 below.

Table 2 – Agencies, groups, organizations who participated

1	**Agency/Group/Organization**	Open Doors (Family Connection Center)
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Homeless Services-Education Services-Employment Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City representatives met with agency representatives and the organization participated in the Needs Assessment Survey. Improved coordination can take place through the efforts of the Local Homeless Coordinating Committee.
2	**Agency/Group/Organization**	Midtown Community Health Center
	Agency/Group/Organization Type	Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Families with children Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in the Needs Assessment Survey that was conducted in 2015.

3	**Agency/Group/Organization**	Davis County Health Department
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Families with children Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in the Needs Assessment Survey that was conducted in 2015.
4	**Agency/Group/Organization**	Davis School District
	Agency/Group/Organization Type	Services-Education Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in the Needs Assessment Survey that was conducted in 2015.
5	**Agency/Group/Organization**	Davis Community Learning Center
	Agency/Group/Organization Type	Services-Education Services-Employment

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in the Needs Assessment Survey that was conducted in 2015.
6	**Agency/Group/Organization**	Alzheimer's Association
	Agency/Group/Organization Type	Services-Elderly Persons Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Needs - Veterans Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in the Needs Assessment Survey that was conducted in 2015.
7	**Agency/Group/Organization**	Davis County Senior Services
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Services-Health

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in the Needs Assessment Survey that was conducted in 2015.
8	**Agency/Group/Organization**	Davis County Sheriff's Office
	Agency/Group/Organization Type	Publicly Funded Institution/System of Care Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in the Needs Assessment Survey that was conducted in 2015.
9	**Agency/Group/Organization**	McKay-Dee Hospital
	Agency/Group/Organization Type	Services-Health Health Agency Major Employer

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participated in the Needs Assessment Survey that was conducted in 2015.
10	**Agency/Group/Organization**	Balance of State Continuum of Care
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City representatives met with agency representatives and the organization participated in the needs Community Needs Assessment Survey. Improved coordination can take place through the efforts of the Local Homeless Coordinating Committee.

11	**Agency/Group/Organization**	Davis Community Housing Authority
	Agency/Group/Organization Type	PHA Services - Housing Services-homeless Services-Education Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Anti-poverty Strategy Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City representatives met with agency representatives and the organization participated in the needs Survey. Improved coordination can take place through the efforts of the Local Homeless Coordinating Committee.
12	**Agency/Group/Organization**	Wasatch Front Regional Council
	Agency/Group/Organization Type	Regional organization Planning organization Business Leaders Civic Leaders Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Market Analysis Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City representatives met with agency representatives

Identify any Agency Types not consulted and provide rationale for not consulting

Efforts were made to consult as broadly as possible. No particular agency was excluded from participating.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Utah Balance of State Continuum of Care	Homelessness services and strategies.
Clearfield/Layton Circulator Feasibility Study	Metro Analytics	Transportation and infrastructure services and strategies.
Davis County 2011-2016 Strategic Plan	Davis County	Housing, homelessness, non-housing community development needs and strategies.
Regional Analysis of Impediments to Fair Housing	Bureau of Economic and Business Research, University of Utah	Housing, special needs, homeless services and strategies.
Comprehensive Economic Development Strategy	Wasatch Front Economic Development District	Housing, non-housing community development, and economic development strategies.
Clearfield City, Utah Annual Plan	City of Clearfield	Housing, non-housing community development, and economic development strategies.

Table 3 – Other local / regional / federal planning efforts

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

One of the City's initial goals was to encourage broad participation in order to create a well-rounded priority needs and target area assessment, increase coordination among partners, leverage activities, expand upon existing efforts, increase citizen feedback, and seek feedback on the Consolidated Plan. To this end, the City of Clearfield encouraged and sought broad participation but especially encouraged participation from low and moderate income persons, residents of slum and blighted areas, residents of predominantly low and moderate income neighborhoods, minorities, non-English speaking persons, persons with disabilities, public housing residents, local and regional institutions, businesses, developers, nonprofit organizations, philanthropic organizations, and community or faith based organizations. The City used a variety of participation tools including an online and paper copy Community Needs Assessment Survey (2015), interviews, public hearing, utility billing, online tools, and a public open house.

The City's largest minority population is made of Hispanic and/or Latino persons. In order to encourage participation from these minorities, the public hearing announcement was published in the newspaper in both Spanish and English. Efforts were made to make the Survey available in Spanish and resources for translators were made available at the public hearing.

An online Community Needs Assessment Survey was created in 2015 to seek additional participation. The City delivered paper copies of the Survey to the senior center, health department, Open Doors, and the family resource centers in order to encourage participation from persons with disabilities.

The feedback and input the City received from the consultation and citizen participation was vital in identifying the Plan's goals and objectives. The input was sorted into common themes or recurring needs which were then used to identify strategies and objectives.

Citizen Participation Outreach

See table 4 below.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The City held a public hearing in conjunction with the City's Council meeting on March 12, 2019. The public hearing was noticed in the City's newspaper of general circulation, the Ogden Standard-Examiner, the City's website, the City Hall building, the Freeport Center Post Office, and the Davis North Library branch. The notice was published in both English and Spanish in order to garner as much participation as possible from the City's largest minority group. The intent of the hearing was to inform persons of the amount of federal assistance the City expects to receive and the range of activities the CDBG program can fund, and to provide a forum for residents, local officials, and others to contribute to the Plan.	Comments can be found under section AP-05, number 5.	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community	The notice was published in the Ogden Standard-Examiner in both English and Spanish.			
3	Utility Billing	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	A notice of public hearing went out to all residents that receive a utility bill.			
4	Internet Outreach	Minorities Non-English Speaking - Specify other language: Spanish	A notice of the hearing was posted on the City's website.			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	The City held a public hearing in conjunction with the City's Council meeting on April 23, 2019. The public hearing was noticed in the City's newspaper of general circulation, the Ogden Standard-Examiner, the City's website, the City Hall building, the Freeport Center Post Office, and the Davis North Library branch. The notice was published in both English and Spanish in order to garner as much participation as possible from the City's largest minority group. The intent of the hearing was to inform persons of the amount of federal assistance the City expects to receive and the range of activities the CDBG program can fund, and to provide a forum for residents, local officials, and others to contribute to the Plan.		None	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The following anticipated resources from the CDBG program will be available during the 2018-2019 program year.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	197,625	6,000 (To date)	0	203,625	0.00	It is difficult to project the amount of future CDBG funding. However, based on past funding appropriations, the City can expect to receive about $200,000 per year.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Though matching funds are not required in order to receive CDBG dollars the public service projects leverage additional resources. See below for a more detailed description of the funding resources.

Open Doors total project cost for the Circles Program is $186,966. Open Doors will leverage the $10,000 CDBG dollars with $27,000 from State programs, $40,000 from Davis County, $29,000 from Cities and $167,000 from private donors. In all, Open Doors leveraged $263,000 in additional resources.

Open Doors total project cost for food bank services is $580,782. Open Doors will leverage the $2,500 CDBG dollars with $355,185 from State programs, $50,036 from Davis County, $35,000 from Cities and $98,500 from private donors. In all, Open Doors leveraged $538,721.

The Davis Community Learning Center's total project cost is $21,286.56 and the CDBG program will fund $12,143.75 of the project. The additional funding will need to be leveraged with other sources or the scope of project will be adjusted to fit in with the funding amount.

The Safe Harbor's total project cost is $47,062. The Safe Harbor will leverage the $5,000 CDBG dollars with $10,601 from other federal sources, $9,282 from the State of Utah, $11,134 from private donors, and $10,045 will be other in-kind/volunteer hours. In all the Safe Harbor leveraged $41,062 in additional resources.

In all, the leveraged resources totaled $842,783.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Services	2015	2019	Affordable Housing Public Housing Homeless Non-Homeless Special Needs		Public Services	CDBG: $29,643.75	Public service activities other than Low/Moderate Income Housing Benefit: 5,920 Persons Assisted Homelessness Prevention: 100 Persons Assisted
2	Housing Rehabilitation	2015	2019	Housing rehabilitation			CDBG: $58,456.25	Homeowner Housing Rehabilitated: 16 Household Housing Unit
3	Housing Opportunity	2015	2019	Housing opportunities for persons/families of all life stages		Affordable Housing - Extremely and Very Low Income	CDBG: $70,000	Homeowner Housing Added: 1 Household Housing Unit

Table 6 – Goals Summary

Goal Descriptions

1	**Goal Name**	Public Services
	Goal Description	The City's 2019-2020 program goal is to fund service providers in order to prevent homelessness, reduce poverty, stabilize families, provide essential case management and self-sufficiency support, child abuse prevention and awareness, and educational support and like skills classes.
2	**Goal Name**	Housing Rehabilitation
	Goal Description	The City will allocate $58,456.25 towards a Housing Rehab program for qualifying individuals/families.
3	**Goal Name**	Housing Opportunity
	Goal Description	The City will use $70,000 to purchase a building lot in Clearfield. The City will then partner with an agency who will build a home for a qualifying family.

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Through the Housing Rehabilitation the City estimates the following families to be served based upon the previous program year results:

Extremely Low -Income: 2

Low-Income: 4

Moderate-Income: 10

AP-35 Projects – 91.220(d)

Introduction

The following projects will be funded in 2019 using CDBG dollars:

- **Open Doors (Family Connection Center) - $10,000** Circles Program for low-income families to obtain job skills. **2,500** Food Services to at-risk low income persons and families.
- **Davis Community Learning Center - $12,143.75** The funds will help fund two part-time Family Support Specialists (FSS) at Holt and Wasatch Elementary. The FFS work directly with school principals and families in need or crisis to address needs and provided assistance.
- **Safe Harbor - $5,000** Case management, self-sufficiency support, educational and supportive groups, like skills classes, and connections to other resource agencies.
- **Housing Rehabilitation - $58,456.25** Funds will be used towards a housing rehabilitation program for Clearfield residents.
- **Purchase of Lot – $70,000** City will purchase building lot and will partner with an agency to construct a home for low to moderate income family.
- **Administration - $39,525** Administrative expenses in order to oversee the CDBG program at Clearfield City.

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The funding priorities have not changed from those outlined in the Strategic Plan. The City does not foresee any obstacles in addressing the needs of the underserved.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	**Project Name**	Open Doors Circles Peer Mentoring
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $10,000
	Description	Open Doors Circles Program aids low-income individuals to carry out community economic development through job training and teaching job retention skills. The Circles Program supports low-income families and individuals with the relationship, confidence, and knowledge required to reach financial stability. The program connects community members with low-income families and individuals on their journey out of poverty. This is done by providing classes: teaching job skills, financial literacy, and how to survive not utilizing social services.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The project benefited 80 individuals and their families last year. The program intends to provide support for 120 individuals and families. A new cohert of 20 individuals begins every three months.

	Location Description	525 East 200 South and 1360 East 1450 South, Clearfield, Utah
	Planned Activities	Individuals/families will be assisted by receiving course training in job skills, financial literacy, etc.
2	**Project Name**	Open Doors – Food Bank
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $2,500
	Description	Open Doors will provide food services to at-risk low income persons and families. - (05W Food Banks)
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The project will benefit about 5,800 total people including the youth, elderly, and elderly households.
	Location Description	1360 East 1450 South, Clearfield, Utah
	Planned Activities	Individuals/families will be assisted by receiving food from the Food Bank.
3	**Project Name**	Davis Community Learning Center
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Job Creation and Retention Public Services Case Management and Supportive Services

	Funding	CDBG: $12,143.75
	Description	The Davis Community Learning Center project will fund the salaries of two volunteer and resource coordinators at Wasatch and Holt Elementary schools, both Title 1 schools. The project will assist with the administrative expenses in order to offer ESL, GED completion, parent involvement classes, citizenship, and computer classes. - (05 Public Services General)
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The Davis Community Learning Center expects to assist 800 people through this program.
	Location Description	Holt and Wasatch Elementary Schools
	Planned Activities	The project will fund two resource coordinators, one at Holt Elementary School and one at Wasatch Elementary School. Schools are Title 1 schools, Holt elementary is a "focus" school that struggles academically and was the lowest performing elementary school in the district in FY2013. The coordinators will work to support the families in crisis and increase volunteerism. They will connect families in need or crisis with various resources in the community and then follow-up with the clients to ensure they received the right services. They will work closely with the school principals to identify the needs of the families. They will provide the following services to low income students and families: tutoring, assisting with after-school programs, tutoring English as a second language, Sub for Santa program, collection and distribution of coats, backpacks, school supplies, shoes, etc.
4	**Project Name**	Safe Harbor
	Target Area	

	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: $5,000
	Description	The Safe Harbor project will provide funds that will allow for case management, self-sufficiency support, educational and supportive groups, life skills classes, and connections to other resource agencies to victims of domestic violence. - (05G Battered and Abused Spouses)
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The Safe Harbor expects to assist 100 persons during the program year.
	Location Description	Crisis Center, 660 West Mutton Hollow Road, Kaysville, Utah
	Planned Activities	The Safe Harbor will use the CDBG funds to offer support services, shelter, intervention, and education to victims of domestic violence. The Center's clients will have access to the following services: protective shelter, case management, psycho-educational groups, 24-hour crisis services, safety planning, outreach services, children's services, food, clothing, and all other services that the Center offers designed to assist in ending the cycle of domestic violence.
5	**Project Name**	Housing Rehabilitation
	Target Area	
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: $58,456.25

	Description	The City will contract with the Davis Community Housing Authority, for the administering of the housing rehab program.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The housing rehab program is expected to assist 10 housesholds during the program year.
	Location Description	Clearfield City
6	**Project Name**	Purchase of a building lot
	Target Area	
	Goals Supported	Housing Opportunity
	Needs Addressed	Affordable Housing - Extremely and Very Low Income
	Funding	CDBG: $70,000
	Description	The City of Clearfield will use CDBG funds to cover the planning and administrative expenses related to administering the CDBG program.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Clearfield City expects to serve 1 household through this program.
	Location Description	Clearfield City
	Planned Activities	Clearfield City will use funds to purchase a building lot. Once purchased, the City will partner with an agency to build a home for a qualified low-mod income family.

7	**Project Name**	CDBG Administration
	Target Area	
	Goals Supported	Planning/Administration of CDBG Program
	Needs Addressed	
	Funding	CDBG: $39,525
	Description	The City of Clearfield will use CDBG funds to cover the planning and administrative expenses related to administering the CDBG program. The funds will also cover the creation of the 5-Year Consolidated Plan and the Analysis of Impediments.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Clearfield City will allocate $20,000 to cover the planning and administrative expenses related to administering the CDBG program. The remaining funds will go towards the creation of the 5-Year Consolidated Plan and the Analysis of Impediments.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City did not identify a geographic target area as a basis for funding allocation priorities.

Geographic Distribution

Target Area	Percentage of Funds

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City did not identify a geographic target area as a basis for funding allocation priorities.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Clearfield plans to prevent homelessness by assisting 50 persons fleeing domestic violence by funding the Safe Harbor program's shelter and shelter services. This program is not reflected below as the services will not support rental assistance, nor the acquisition of units, new units, or rehabilitation of units.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	1
Rehab of Existing Units	16
Acquisition of Existing Units	0
Total	17

Table 12 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

Introduction

The City of Clearfield does not have action items planned in 2019 to address public housing needs.

Actions planned during the next year to address the needs to public housing

Not applicable.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Not applicable.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City plans to work closely with and collaborate with the region's Local Homeless Coordinating Council and Continuum of Care.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

See below for the specific actions that the City will take to reduce and end homelessness.

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The homeless person Point in Time Count, which was completed in January 2017, shows the total headcount as 71, during 2016 the total headcount was 68 and in 2015 it was 72. Therefore, the total headcount has been pretty consistent during the past three years. This report can be found attached. Over the next year, City staff will connect and coordinate services with the Balance of State Continuum of and Davis County Local Homeless Coordinating Council in order to identify and assess the individual needs of unsheltered homeless persons in the City.

Addressing the emergency shelter and transitional housing needs of homeless persons

Victims of domestic violence are the primary type of person in need of an emergency shelter and transitional housing. Therefore, the City will fund the only domestic and sexual violence service provider, Safe Harbor/Davis Citizens' Coalition Against Violence. The project will allow Safe Harbor to offer a protective shelter, case management, psycho-educational groups, crisis services, safety planning, outreach services, children's services, food, clothing, and other necessary services designed to assist this vulnerable population.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from

becoming homeless again

The City of Clearfield will work with the Davis Community Housing Authority in order to continue to assist homeless persons make the transition to permanent housing and independent living. Though the City continually works with service providers, the City does not plan to allocate 2019 funding toward this activity.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City of Clearfield will continue to consult and coordinate with the Balance of State Continuum of Care, Davis County Local Homeless Coordinating Council, Safe Harbor, Davis Mental Health, County School District and Sheriff's Office, and Davis Community Housing Authority in order to continue to assist homeless persons make the transition to permanent housing and independent living. Though the City continually works with these organizations, the City does not plan to allocate 2019 funding toward this activity.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The following barriers have been identified via conversation with the local public housing authority as well as based on data from the Regional Analysis of Impediments to Fair Housing Choice - Davis County and the City's former consolidated plan.

- The current Redevelopment Agency policy no longer requires that new developments include an affordable housing piece. Only one of the three RDA programs, the Urban Renewal Areas (URA) program, whose purpose is to remove blight sets aside a portion of the tax increment financing for affordable housing.
- The City's current ordinance does not allow for group homes, nursing homes, accessory dwelling units, or single room occupancy units.
- The City does not have a standard or requirement for new housing to be accessible, i.e. accessible or 'visit-able' by persons with disabilities.

The City's Good Landlord program has pros and cons. The program gives discounts on a required rental license to landlords that participate in "good landlord" training. The training provides information on fair housing topics and laws. However, some view the program as an impediment for certain persons to not receive fair housing opportunities, such as persons convicted of crimes.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

One strategy that would remove an affordable housing barrier is to update the City's Moderate Income Housing Plan. The Moderate Income Housing Plan provides a detailed analysis of the City's housing inventory, affordability, and need. The City recently completed the Moderate Income Housing Report which provides direction for the creation of a new Moderate Income Housing plan which will be completed this year.

To address housing and encourage redevelopment the Clearfield City Council has taken steps over the last year to expand housing and redevelopment opportunities along the State Street/Main Street corridor. This area identified as Downtown Clearfield is envisioned to redevelop as a mixed-use corridor with additional housing, community, and commercial uses. Additionally, the City Council has expanded the use of smaller lot single-

family housing in areas located outside of the downtown area. The City Council has also had discussions with City Staff regarding regulations for accessory dwelling units; although no ordinance has been brought forward to date.

AP-85 Other Actions – 91.220(k)

Introduction

The City plans to undertake the following activities in order to carry out the strategies outlined in the plan.

- Review the results from the AI and work toward a plan for implementation that will help address the obstacles to meeting the needs of the underserved population.
- Work with service providers from around the City and region in order to facilitate strategies that meet the needs of the underserved.
- Continue investing in the improvement and rehabilitation of older housing stock.
- Work toward creating more housing opportunities throughout the City to ensure housing is available to persons no matter their life cycles.
- Fund Open Doors which will allow the center to provide emergency food and case management to at-risk and low income families along with financial and work related training.
- Fund the Davis Community Learning Center in order to provide funding to two volunteer and resource coordinators at two Title 1 schools, Wasatch and Holt Elementary.
- Fund Safe Harbor in order to provide case management, self-sufficiency support, educational and supportive groups, life skills classes, and connections to other resource agencies to victims of domestic violence.
- Reach out to the Public Housing Agency, Davis Community Housing Authority, the Local Homeless Coordinating Committee, Open Doors, and Safe Harbor in order to create an ongoing opportunity to coordinate activities and resources.

Actions planned to address obstacles to meeting underserved needs

Clearfield City updated its Analysis of Impediments in 2015. Since then the City has reviewed the results from the AI and are working toward a plan for implementation that will help address the obstacles to meeting the needs of the underserved population. Additionally, the Community Development Department will work with service providers from around the City and region in order to facilitate strategies that meet the needs of the underserved.

Actions planned to foster and maintain affordable housing

The City will continue investing in the improvement and rehabilitation of older housing stock, both owner and renter occupied households. The City will also work toward creating more housing opportunities throughout the City to ensure housing is available to persons no

matter their life cycles.

Actions planned to reduce lead-based paint hazards

The City will reach out to the County Health Department to identify a one-year strategy that could be implemented in 2019.

Actions planned to reduce the number of poverty-level families

The City will fund Open Doors which will allow the center to provide emergency food and case management to at-risk and low income families. The funding will provide emergency assistance and educational efforts that will help youth, elderly, and low income persons escape poverty and homelessness.

The City will also fund the Davis Community Learning Center in order to provide funding to two volunteer and resource coordinators at two Title 1 schools, Wasatch and Holt Elementary. The resource coordinators will connect families in need or in crisis with various resources in the community. The coordinators will then follow up with the clients to ensure they received the services they needed. Some of the services include: tutoring, After School programs, tutoring English Language learners, Sub for Santa collection and distribution of coats, backpacks, school supplies, etc.

Actions planned to develop institutional structure

The City does not have a plan to develop the institutional structure in 2019.

Actions planned to enhance coordination between public and private housing and social service agencies

In order to enhance the coordination between public and private housing and social service agencies, the City will reach out the Public Housing Agency, Davis Community Housing Authority, the Local Homeless Coordinating Committee, Open Doors, and Safe Harbor in order to create an ongoing opportunity to coordinate activities and resources. City staff will coordinate internally to identify programs and other resources that can be coordinated in order to achieve common goals.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction

The City of Clearfield plans to do the following actions in 2019:

- The City plans to prevent homelessness by assisting 100 persons fleeing domestic violence by funding the Safe Harbor program's shelter and shelter services.
- The City staff will connect and coordinate services with the Balance of State Continuum of Care and Davis County Local Homeless Coordinating Council in order to identify and assess the individual needs of unsheltered homeless persons in the City.
- The City will fund the only domestic and sexual violence service provider, Safe Harbor/Davis Citizens' Coalition Against Violence. The project will allow Safe Harbor to offer a protective shelter, case management, psycho-educational groups, crisis services, safety planning, outreach services, children's services, food, clothing, and other necessary services designed to assist this vulnerable population.
- The City will work with the Davis Community Housing Authority in order to continue to assist homeless persons make the transition to permanent housing and independent living. Though the City continually works with service providers, the City does not plan to allocate 2019 funding toward this activity.
- The City of Clearfield will continue to consult and coordinate with the Balance of State Continuum of Care, Davis County Local Homeless Coordinating Council, Safe Harbor, Davis Mental Health, County School District and Sheriff's Office, and Davis Community Housing Authority in order to continue to assist homeless persons make the transition to permanent housing and independent living. Though the City continually works with these organizations, the City does not plan to allocate 2019 funding toward this activity.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	6,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	**6,000**

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

POINT-IN-TIME COUNT

On January 24, 2018, each of Utah's Continua of Care carried out the HUD-mandated Point-in-Time Count (PIT). The PIT is a massive effort to count everyone who meets the HUD definition of literal homelessness in a community on a specific night. As a result, the PIT captures people who spent the night in an emergency shelter, transitional housing, or in a place not meant for human habitation. While many factors, from the weather to the way the count is organized and performed, influence the results of any given PIT count, the PIT is a useful tool in calculating the community's need for homeless services on any given night. It is also one of the only tools available for measuring the number of homeless individuals who are not enrolled in homeless service programs. For more information on the PIT, please see "Utah's Approach to Homelessness."

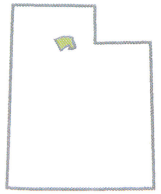
HUD periodically updates the criteria it uses to determine who is included in specific subpopulations of the overall homeless population, such as youth and chronically homeless, counted in the PIT. The 2018 PIT guidance made a major change in the way HUD counted survivors of domestic violence. Where in past years HUD had communities report all individuals who identified as having experienced domestic violence in the past, HUD only included individuals who were currently fleeing a domestic violence situation in the 2018 PIT count of survivors. This redefinition resulted in Utah CoC's reporting a much lower domestic violence count than in previous years, but does not necessarily indicate a reduction in the number of domestic violence survivors experiencing homelessness on that night.

The following pages display the results of the PIT for the State of Utah as a whole, for each Local Homeless Coordinating Committee (LHCC), and then for each county. The state of Utah and LHCC profiles include data from the 2016, 2017, and 2018 PIT counts in order to provide some historical context. However, only 2018 PIT data is available for the county profiles, as this is the first year that data has been provided at that level. Results in any category that include less than 10 people are represented as <10 rather than the exact number. This has been done in order to protect the identities of those included in the count and prevent efforts to identify a specific individual or household from the aggregate data.

WHAT IS COUNTED IN THE PIT:

PERSONS IN:

- Emergency Shelters
- Transitional Housing
- Safe Havens
- Unsheltered Persons (people who are staying in public or private places not designated for or ordinarily used as a regular sleeping accommodation for human beings, including cars, parks, abandoned buildings, bus or train stations, airports or camping grounds during the hours between sunset and sunrise)



DAVIS COUNTY LHCC

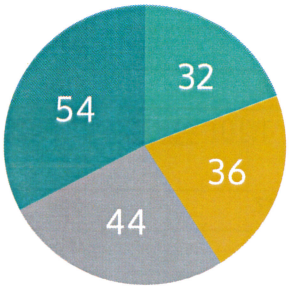
HOMELESS SUBPOPULATIONS:

2018 PIT COUNT

SUBPOPULATION	NUMBER OF PERSONS	
	Sheltered	Unsheltered
Total Survivors of Domestic Violence	54	<10
Adult Survivors of Domestic Violence	26	<10
Adults with HIV/AIDS	0	0
Adults with Substance Abuse Disorders	<10	<10
Adults with Mental Illness	12	<10
Veterans	0	0
Chronically Homeless Veterans	0	0
Chronically Homeless Persons in Households of Adults and Minors	0	0
Total Chronically Homeless Persons	0	<10
Unaccompanied Youth (Under Age 24)	<10	<10
Youth Parent (Under Age 24)	<10	0
Children of a Youth Parent	<10	0

2018 HOUSING INVENTORY:

NUMBER OF BEDS



TYPE OF HOUSING

- Emergency Shelter
- Permanent Supportive Housing
- Transitional Housing
- Rapid Re-Housing

HOMELESS SHELTER & HOUSING PROVIDERS

- Davis Community Housing Authority
- Open Doors
- Safe Harbor

2016–2018 PIT SUMMARY

HEADCOUNT

		DAVIS COUNTY LHCC			BOS COC TOTAL	STATE TOTAL
		2016	2017	2018	2018	2018
Sheltered	Individuals in households comprised of adults and minors	54	47	44	292	970
	Individuals in households comprised of only children	0	0	0	11	17
	Individuals in households without children	<10	<10	10	357	1,469
	Total	**63**	**53**	**54**	**660**	**2,456**
Unsheltered	Individuals in households comprised of adults and minors	0	0	0	<10	<10
	Individuals in households comprised of only children	0	0	0	0	<10
	Individuals in households without children	<10	<10	<10	237	417
	Total	**<10**	**<10**	**<10**	**239**	**420**
Total	Individuals in households comprised of adults and minors	54	47	44	294	972
	Individuals in households comprised of only children	0	0	0	11	18
	Individuals in households without children	14	14	19	594	1,886
	Total	**68**	**61**	**63**	**899**	**2,876**

HOUSEHOLDS

		DAVIS COUNTY LHCC			BOS COC TOTAL	STATE TOTAL
		2016	2017	2018	2018	2018
Sheltered	Households comprised of adults and minors	14	17	16	90	286
	Households comprised of only children	0	0	0	11	16
	Households without children	<10	<10	10	354	1,464
	Total	**23**	**23**	**26**	**455**	**1,766**
Unsheltered	Households comprised of adults and minors	0	0	0	<10	<10
	Households comprised of only children	0	0	0	0	<10
	Households without children	<10	<10	<10	231	408
	Total	**<10**	**<10**	**<10**	**232**	**410**
Total	Households comprised of adults and minors	14	17	16	91	287
	Households comprised of only children	0	0	0	11	17
	Households without children	14	14	19	585	1,872
	Total	**28**	**31**	**35**	**687**	**2,176**

Clearfield City Council Policy Session

April 23, 2019





REZONE A-1 to R-1-Open

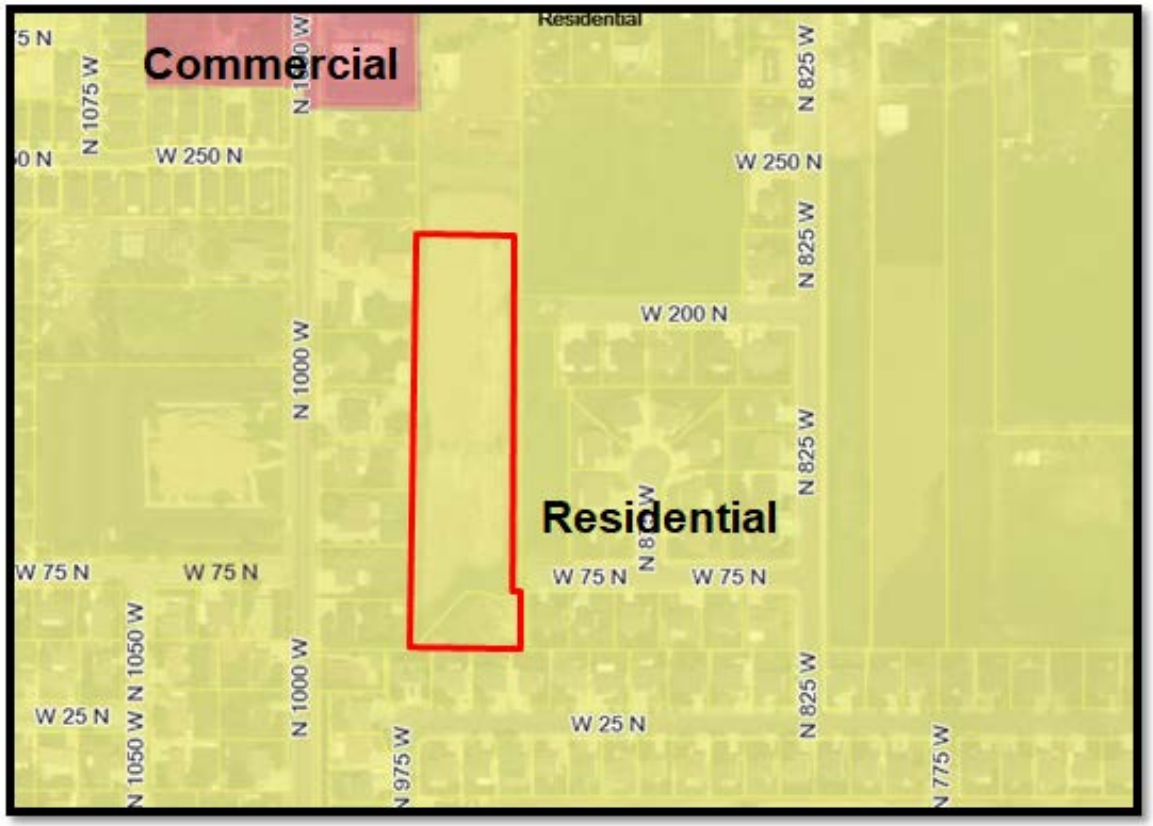
Zoning Map Amendment, ZTA 1903-0001



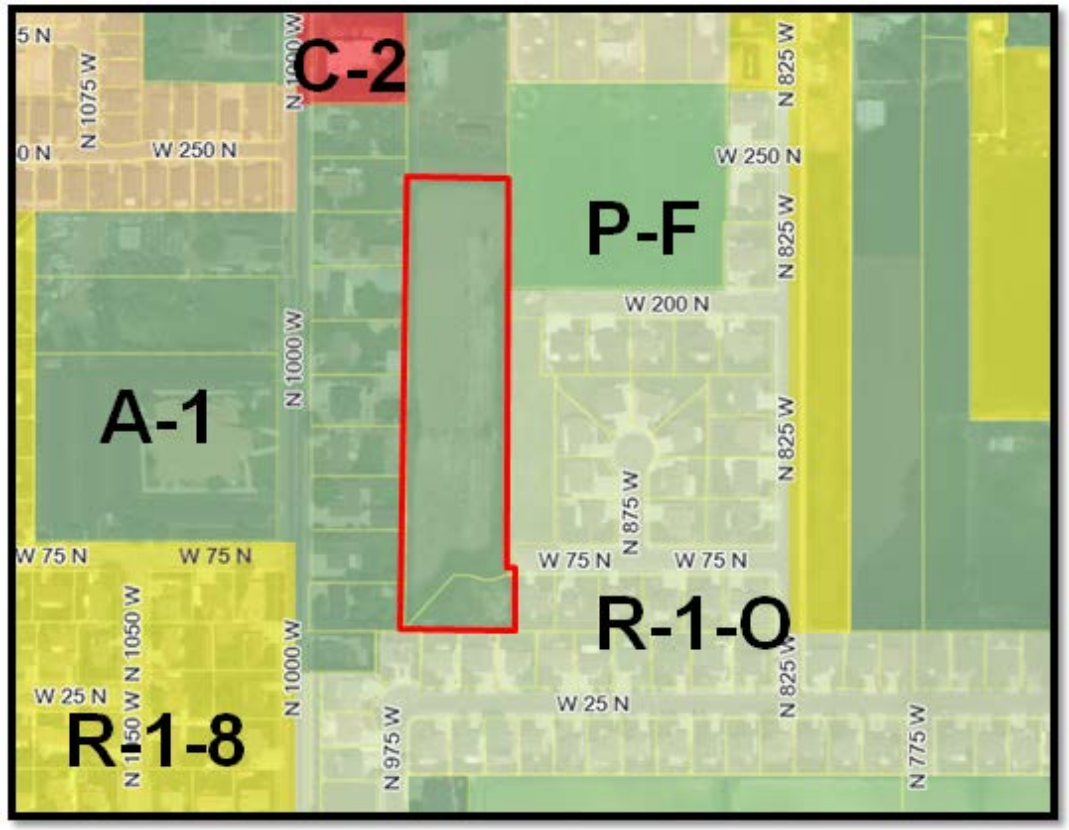
Background Information

- This is for the fifth and final phase of the Autumn Ridge Single-Family development.
- All of the properties in the Autumn Ridge development are zoned R-1-Open.
- R-1-Open is not encouraged in the General Plan.
- One property of rezone is in the Autumn Ridge Phase 4 subdivision.

GENERAL PLAN: FUTURE LAND USE MAP



ZONING MAP



Staff Recommendation/Conclusion

Staff recommended that the Planning Commission forward a recommendation of **APPROVAL** to the City Council for the proposed zone change based upon the following findings:

1. The proposed zone change is consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.
2. The proposed zone change is supported by the Future Land Use Map designation of Residential in the General Plan.
3. The R-1-Open Zone is the same zoning district of the first four phases of the Autumn Ridge Subdivision.
4. Future subdivision and development of these properties in the R-1-Open Zone would be consistent with the existing land uses in the area.
5. Although not fully supported by the General Plan the rezone of these properties to R-1-Open will be a unique situation as Autumn Ridge Phase 5 will complete this subdivision. As such, no other land will be encouraged to be rezoned to R-1-Open by Clearfield City staff.

Planning Commission Recommendation

On April 3, 2019 the Clearfield City Planning Commission moved to **recommend approval of ZTA 1902-0002,** to the Clearfield City Council, a zoning map amendment request by Jason Hamblin to rezone the subject properties from A-1 (Agricultural) to R-1-Open (Residential).



City Council Action

1. **Move to approval RZN 1903-0001**, to the Clearfield City Council, a zoning map amendment request by Jason Hamblin to rezone the subject properties from A-1 (Agricultural) to R-1-Open (Residential).
2. **Move to deny RZN 1903-0001**, to the Clearfield City Council, a zoning map amendment request by Jason Hamblin to rezone the subject properties from A-1 (Agricultural) to R-1-Open (Residential).
3. **Move to table RZN 1903-0001,** and request additional time to consider the request.





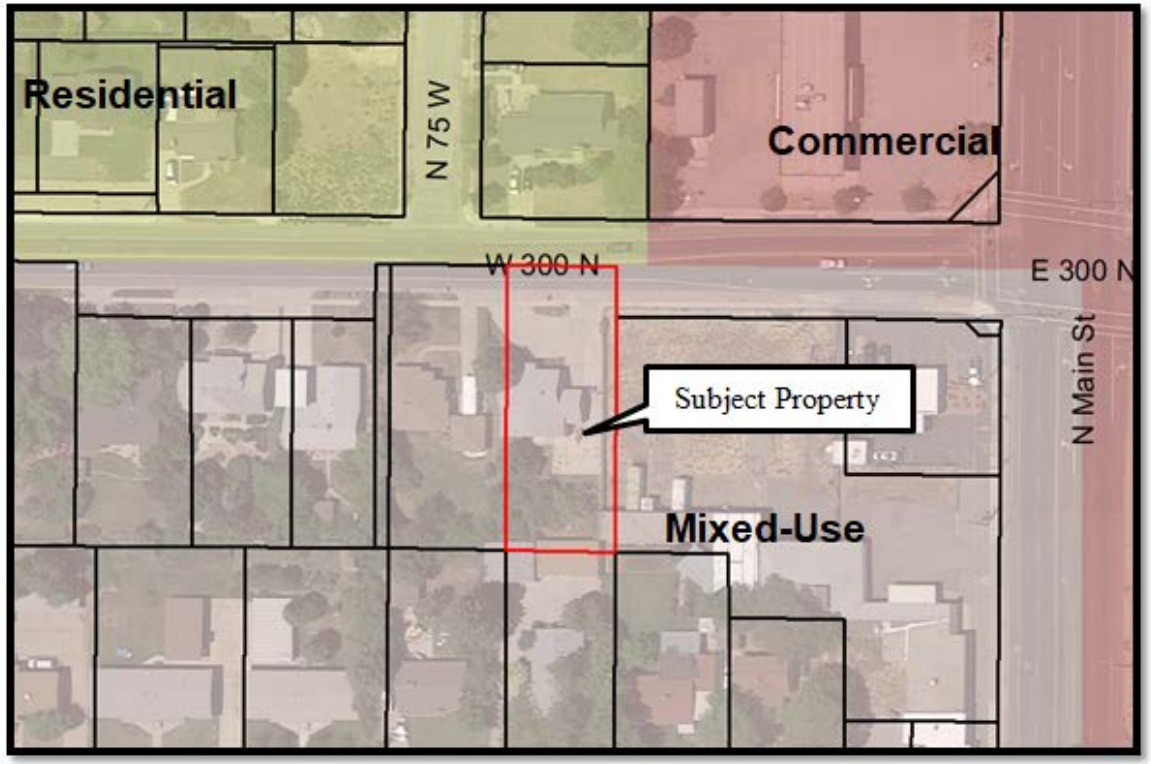
REZONE R-1-8 to C-2
Zoning Map Amendment, ZTA 1903-0003



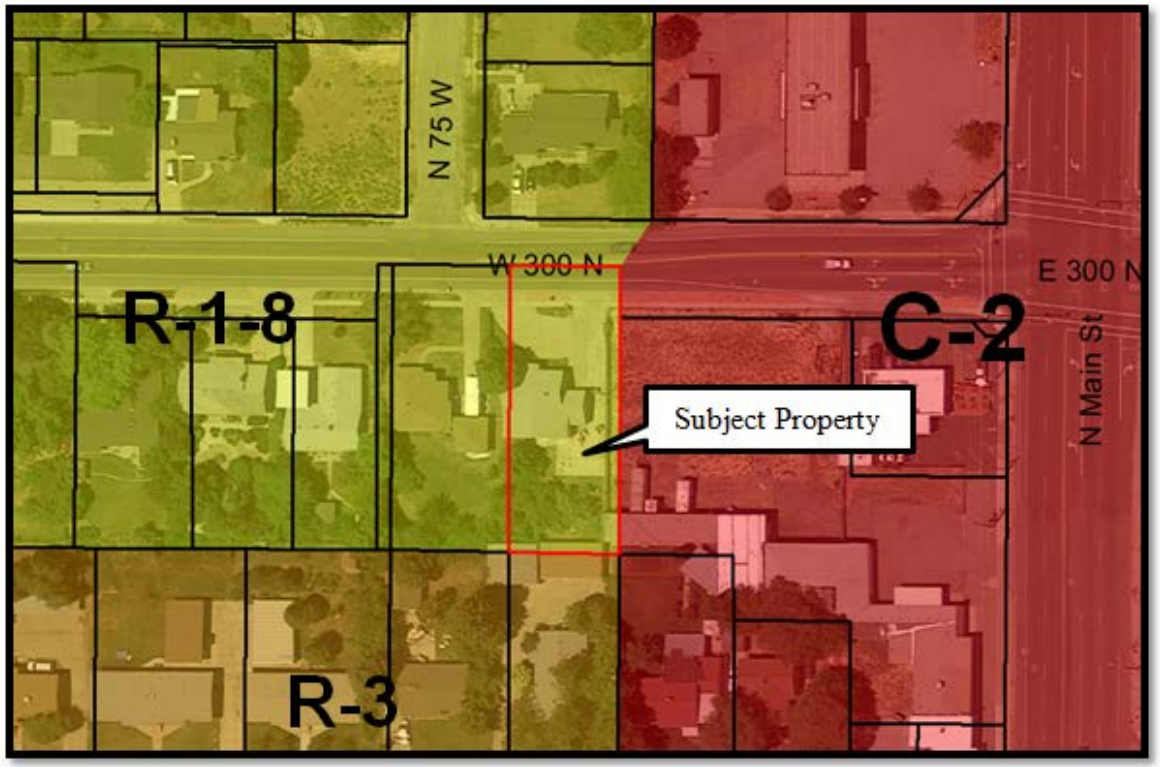
Background Information

- Previously a residence with home occupation preschool.
- Has been licensed and a commercial preschool since 2007.
- General Plan supports the rezone with the designation of Mixed-Use.

GENERAL PLAN: FUTURE LAND USE MAP



ZONING MAP



Staff Recommendation/Conclusion

Staff recommended that the Planning Commission forward a recommendation of **approval** to the City Council for the proposed zone change based upon the following findings:

1. The proposed zone change is consistent with the land use guidelines, goals, and objectives of the Clearfield City General Plan.
2. The proposed zone change is supported by the Future Land Use Map designation of Mixed-Use in the General Plan.
3. The continuation of the commercial preschool or future development of the site with a commercial use is consistent with the adjacent land uses in the area.

Planning Commission Recommendation

On April 3, 2019 the Clearfield City Planning Commission moved to **recommend approval of ZTA 1902-0002,** to the Clearfield City Council, a zoning map amendment request by Todd Goff on behalf of Barneck Preschool to rezone the subject property from R-1-8 (Residential) to C-2 (Commercial).



City Council Action

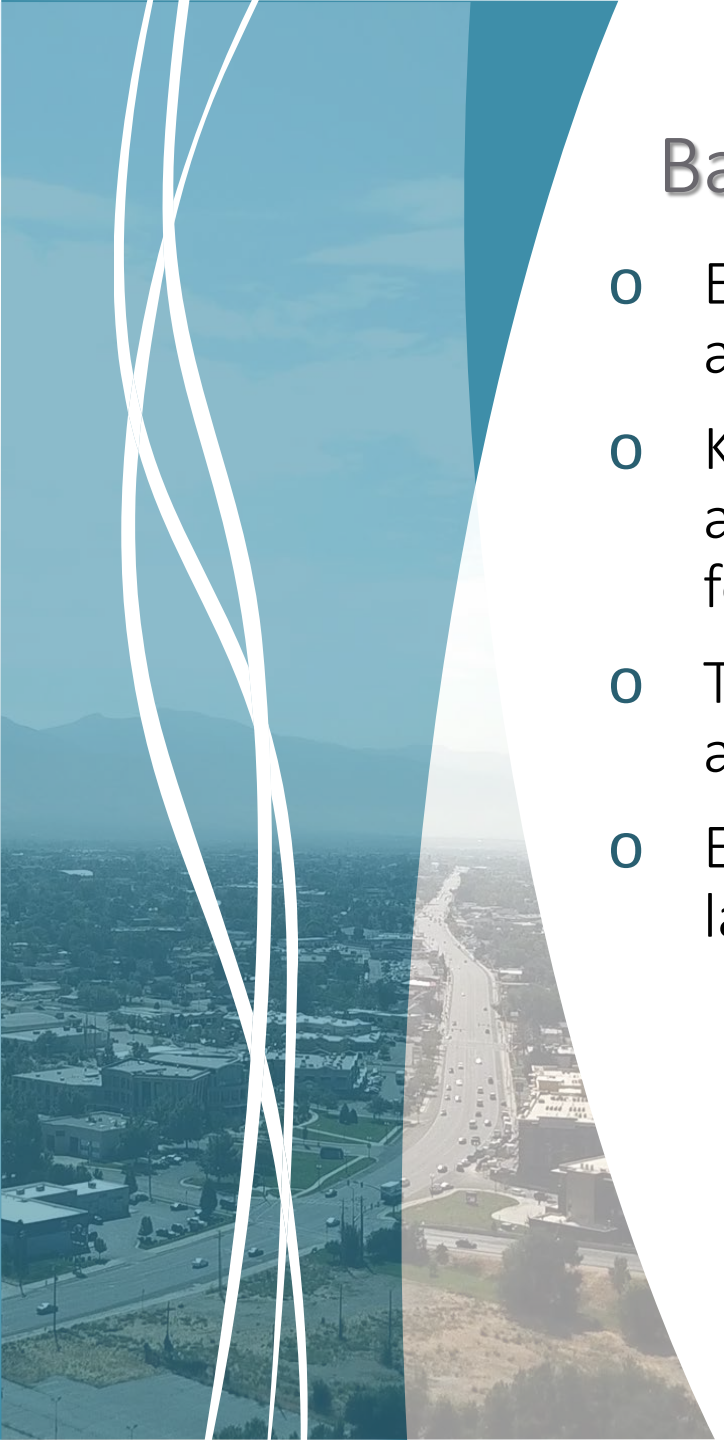
1. **Move to approve RZN 1903-0003**, to the Clearfield City Council, a zoning map amendment request by Todd Goff on behalf of Barneck Preschool to rezone the subject property from R-1-8 (Residential) to C-2 (Commercial).
2. **Move to deny RZN 1903-0003**, to the Clearfield City Council, a zoning map amendment request by Todd Goff on behalf of Barneck Preschool to rezone the subject property from R-1-8 (Residential) to C-2 (Commercial).
3. **Move to table 1903-0003,** and request additional time to consider the request.





KENSINGTON PLACE PHASE 2 AMENDED

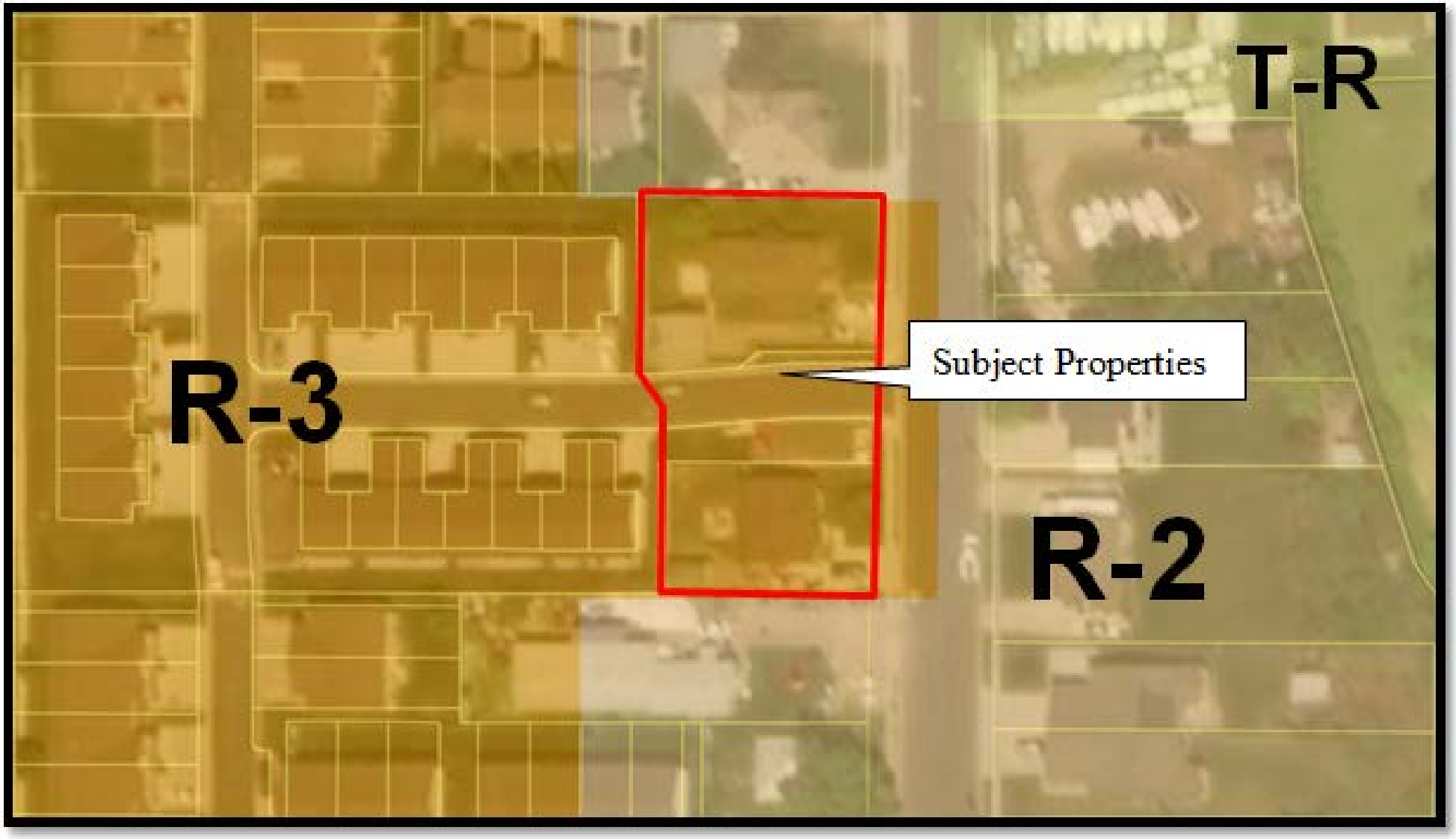
Subdivision Plat Amendment, FSP 1901-0010



Background Information

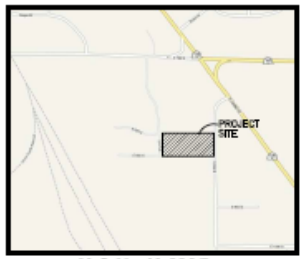
- Expansion of subdivision by 6 townhome units and the addition of a future leasing office and storage space.
- Kensington Place Phase 2 was approved with a development agreement. The agreement addresses setbacks, design, square footages, etc.
- This amended plat will require the amendment of the development agreement.
- Expansion will match the existing development with design and layout.

Aerial Image and Zoning



KENSINGTON PLACE PHASE 2 AMENDED SUBDIVISION
A TOWNHOUSE DEVELOPMENT

PART OF THE NORTHEAST QUARTER OF SECTION 12,
T.4N., R.2W., S.L.B.&M., U.S. SURVEY
CLEARFIELD CITY, DAVIS COUNTY, UTAH
MARCH, 2019



VICINITY MAP
SCALE: NONE

LEGEND

- = SECTION CORNER
- = SET STREET MONUMENT
- = SET 5/8" REBAR AND PLASTIC CAP STAMPED "REEVE & ASSOCIATES"
- = BOUNDARY LINE
- = LOT LINE
- = ADJOINING PROPERTY
- = EASEMENTS
- = SECTION TIE LINE
- P.U.E. = PUBLIC UTILITY EASEMENT
- = BUILDING PAD
- = OPEN SPACE/COMMON AREA
- = LIMITED COMMON AREA

30 0 30 60 90
Scale: 1" = 30'

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS PLAT IS THE SECTION LINE BETWEEN THE FOUND DAVIS COUNTY MONUMENT AT THE NORTHEAST CORNER AND A FOUND DAVIS COUNTY MONUMENT AT THE NORTH QUARTER CORNER OF SECTION 12, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY, SHOWN HEREON AS: N89°47'01"W

NARRATIVE

THE PURPOSE OF THIS PLAT IS TO DIVIDE THE PROPERTY INTO LOTS AND PRIVATE ROADWAYS. ALL BOUNDARY CORNERS AND REAR LOT CORNERS WERE SET WITH A ⅝" REBAR AND PLASTIC CAP STAMPED "REEVE & ASSOCIATES". ALL FRONT LOT CORNERS WERE SET WITH A LEAD PLUG IN THE TOP BACK OF CURB AT THE EXTENSION OF THE SIDE LOT LINES.

BOUNDARY DESCRIPTION

PART OF THE NORTHEAST QUARTER OF SECTION 12, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY:

BEGINNING AT A POINT, SAID POINT LIES 2646.77 FEET, N89°47'01"W AND 730.39 FEET S00°09'18"W FROM A FOUND DAVIS COUNTY MONUMENT AT THE NORTHEAST CORNER OF SAID SECTION 12 AND RUNNING; THENCE S89°50'42"E 396.72 FEET; THENCE S00°29'51"W 182.30 FEET TO A POINT ON THE NORTHERLY BOUNDARY OF KENSINGTON PLACE PUD; THENCE N89°50'42"W ALONG SAID NORTHERLY BOUNDARY LINE 395.63 FEET; THENCE N00°09'18"E 182.30 FEET TO THE POINT OF BEGINNING.

CONTAINING 72,222 SQUARE FEET OR 1.658 ACRES

DESIGN CRITERIA

TOTAL AREA.....1.66 ACRES
AREA OF BUILDINGS.....0.56 ACRES
OPEN SPACE/COMMON AREA....0.53 ACRES (32.0%)
AREA OF HARDSCAPE.....0.57 ACRES (34.3%)
DENSITY 15.7 UNITS/ACRE

NOTE:
ALL ROADS, UTILITIES, SIDEWALKS AND OPEN SPACE AREAS ARE TO BE PRIVATELY OWNED AND MAINTAINED BY THE HOME OWNERS ASSOCIATION.

DEVELOPER:

HAMBLIN INVESTMENT GROUP
JOHN RYAN
2544 W. 650 N.
LAYTON, UT 84041
(801) 509-0816

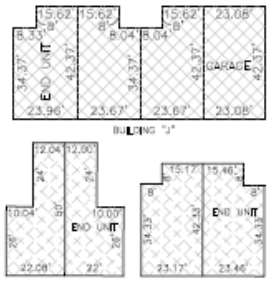
PROPERTY ADDRESS: 860 SOUTH 500 EAST

LINE TABLE

LINE	BEARING	DISTANCE
L1	S00°11'21"W	5.01'
L2	S00°11'21"W	4.99'
L3	S89°50'42"E	12.50'
L4	S89°50'42"E	12.50'
L5	SOUTH	5.00'

CURVE TABLE

#	RADIUS	ARC LENGTH	CHD LENGTH	TANGENT	CHD BEARING	DELTA
C1	112.50'	14.80'	14.89'	7.46'	N03°36'18"W	7°32'18"
C2	125.00'	16.56'	16.54'	8.29'	N03°36'18"W	7°35'18"
C3	137.50'	18.21'	18.20'	9.12'	N03°36'18"W	7°35'18"
C4	112.50'	14.83'	14.82'	7.43'	S03°37'19"E	7°33'15"
C5	125.00'	16.48'	16.47'	8.25'	S03°37'19"E	7°33'15"
C6	137.50'	18.13'	18.12'	9.08'	S03°37'19"E	7°33'15"
C7	10.00'	15.71'	14.14'	10.00'	N45°09'18"E	90°00'00"
C8	10.00'	15.71'	14.14'	10.00'	S44°50'42"E	90°00'00"



TYPICAL BUILDING DETAIL
NOT TO SCALE

SURVEYOR'S CERTIFICATE

I, ROBERT D. KUNZ, DO HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF UTAH IN ACCORDANCE WITH TITLE 58, CHAPTER 22, PROFESSIONAL ENGINEERS AND LAND SURVEYORS ACT; AND THAT I HAVE COMPLETED A SURVEY OF THE PROPERTY DESCRIBED ON THIS PLAT IN ACCORDANCE WITH SECTION 17-23-17 AND HAVE VERIFIED ALL MEASUREMENTS, AND HAVE PLACED MONUMENTS AS REPRESENTED ON THIS PLAT, AND THAT THIS PLAT OF KENSINGTON PLACE PHASE 2 AMENDED SUBDIVISION, A TOWNHOUSE DEVELOPMENT IN CLEARFIELD CITY, DAVIS COUNTY, UTAH, HAS BEEN DRAWN CORRECTLY TO THE DESIGNATED SCALE AND IS A TRUE AND CORRECT REPRESENTATION OF THE HEREIN DESCRIBED LANDS INCLUDED IN SAID SUBDIVISION, BASED UPON DATA COMPILED FROM RECORDS IN THE DAVIS COUNTY RECORDER'S OFFICE AND FROM SAID SURVEY MADE BY ME ON THE GROUND. I FURTHER CERTIFY THAT THE REQUIREMENTS OF ALL APPLICABLE STATUTES AND ORDINANCES OF CLEARFIELD CITY, DAVIS COUNTY CONCERNING ZONING REQUIREMENTS REGARDING LOT MEASUREMENTS HAVE BEEN COMPLIED WITH.

SIGNED THIS _____ DAY OF _____, 20____.

150228
UTAH LICENSE NUMBER

ROBERT D. KUNZ

REGISTERED LAND SURVEYOR 150228-2201 ROBERT D. KUNZ STATE OF UTAH

ACKNOWLEDGMENT

STATE OF UTAH)ss.
COUNTY OF _____)

ON THE _____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, _____ (AND) _____ BEING BY ME DULY SWORN, ACKNOWLEDGED TO ME THEY ARE _____ AND _____ OF SAID CORPORATION AND THAT THEY SIGNED THE ABOVE OWNER'S DEDICATION AND CERTIFICATION FREELY, VOLUNTARILY, AND IN BEHALF OF SAID CORPORATION FOR THE PURPOSES THEREIN MENTIONED.

COMMISSION EXPIRES _____ NOTARY PUBLIC _____

OWNERS DEDICATION AND CERTIFICATION

WE THE UNDERSIGNED OWNERS OF THE HEREIN DESCRIBED TRACT OF LAND, DO HEREBY SET APART AND SUBDIVIDE THE SAME INTO LOTS UNITS AND PRIVATE ROADWAYS AS SHOWN ON THIS PLAT AND NAME SAID TRACT KENSINGTON PLACE PHASE 2 SUBDIVISION, A TOWNHOUSE DEVELOPMENT AND DO HEREBY:

1) DEDICATE, GRANT AND CONVEY A PERPETUAL RIGHT AND EASEMENT OVER, UPON AND UNDER THE LANDS DESIGNATED ON THIS PLAT AS EITHER PUBLIC UTILITY EASEMENTS (P.U.E.'S) OR "OPEN SPACE", THE SAME TO BE USED FOR THE INSTALLATION, MAINTENANCE AND OPERATION OF PUBLIC UTILITY SERVICE LINES AND FACILITIES, STORM DRAINAGE LINES AND FACILITIES AS AUTHORIZED BY LAW AND/OR BY CLEARFIELD CITY, WITH NO BUILDINGS OR STRUCTURES TO BE ERECTED ON OR WITHIN SUCH EASEMENTS;

2) DEDICATE, GRANT AND CONVEY TO THE HOMEOWNER'S ASSOCIATION FOR THE KENSINGTON PLACE PHASE 2 SUBDIVISION ALL THOSE PARTS OR PORTIONS OF SAID TRACT OF LAND DESIGNATED AS PRIVATE ROADWAYS ON THIS PLAT, THE SAME TO BE USED AS PRIVATE ROADWAYS FOREVER AND TO BE MAINTAINED BY THE HOMEOWNER'S ASSOCIATION FOR THE KENSINGTON PLACE PHASE 2 SUBDIVISION; AND

3) DEDICATE, GRANT AND CONVEY TO THE HOMEOWNER'S ASSOCIATION FOR THE KENSINGTON PLACE PHASE 2 SUBDIVISION ALL THOSE PARTS OR PORTIONS OF SAID TRACT OF LAND DESIGNATED AS "OPEN SPACE" ON THIS PLAT, THE SAME TO BE USED AS OPEN SPACE FOREVER AND TO BE MAINTAINED BY THE HOMEOWNER'S ASSOCIATION FOR THE KENSINGTON PLACE PHASE 2 SUBDIVISION.

HAMBLIN INVESTMENTS GROUP, LLC
JOHN K. RYAN

PRECISE INVESTMENTS, LLC
JOHN K. RYAN

JOHN K. RYAN

ACKNOWLEDGMENT

STATE OF UTAH)ss.
COUNTY OF _____)

ON THE _____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, _____ (AND) _____ SIGNER(S) OF THE ABOVE OWNER'S DEDICATION AND CERTIFICATION, WHO BEING BY ME DULY SWORN, DID ACKNOWLEDGE TO ME _____ SIGNED IT FREELY, VOLUNTARILY, AND FOR THE PURPOSES THEREIN MENTIONED.

COMMISSION EXPIRES _____ NOTARY PUBLIC _____

ACKNOWLEDGMENT

STATE OF UTAH)ss.
COUNTY OF _____)

ON THE _____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, _____ (AND) _____ BEING BY ME DULY SWORN, ACKNOWLEDGED TO ME THEY ARE _____ AND _____ OF SAID CORPORATION AND THAT THEY SIGNED THE ABOVE OWNER'S DEDICATION AND CERTIFICATION FREELY, VOLUNTARILY, AND IN BEHALF OF SAID CORPORATION FOR THE PURPOSES THEREIN MENTIONED.

COMMISSION EXPIRES _____ NOTARY PUBLIC _____

PROJECT INFORMATION

Surveyor: R. KUNZ	Project Name: KENSINGTON PLACE PHASE 2
Designer: E. ROCHE	Number: 6388-01
Begin Date: 07-29-14	Scale: 1"=30'
	Revision: 02/12/19 ec
	Checked:

DAVIS COUNTY RECORDER

ENTRY NO. _____ FEE PAID _____
FILED FOR RECORD AND RECORDED, _____ AT _____ IN BOOK _____ OF THE OFFICIAL RECORDS, PAGE _____
RECORDED FOR:

DAVIS COUNTY RECORDER
_____ DEPUTY

CLEARFIELD CITY PLANNING COMMISSION

APPROVED THIS _____ DAY OF _____, 20____
BY THE CLEARFIELD CITY PLANNING COMMISSION.

CHAIRMAN, CLEARFIELD CITY PLANNING COMMISSION

CLEARFIELD CITY ENGINEER

I HEREBY CERTIFY THAT THIS OFFICE HAS EXAMINED THIS PLAT AND IT IS CORRECT IN ACCORDANCE WITH INFORMATION ON FILE IN THIS OFFICE.

CLEARFIELD CITY ENGINEER DATE

CLEARFIELD CITY COUNCIL

PRESENTED TO THE CLEARFIELD CITY COUNCIL THIS THE _____ DAY OF _____, 20____, AT WHICH TIME THIS SUBDIVISION WAS APPROVED AND ACCEPTED.

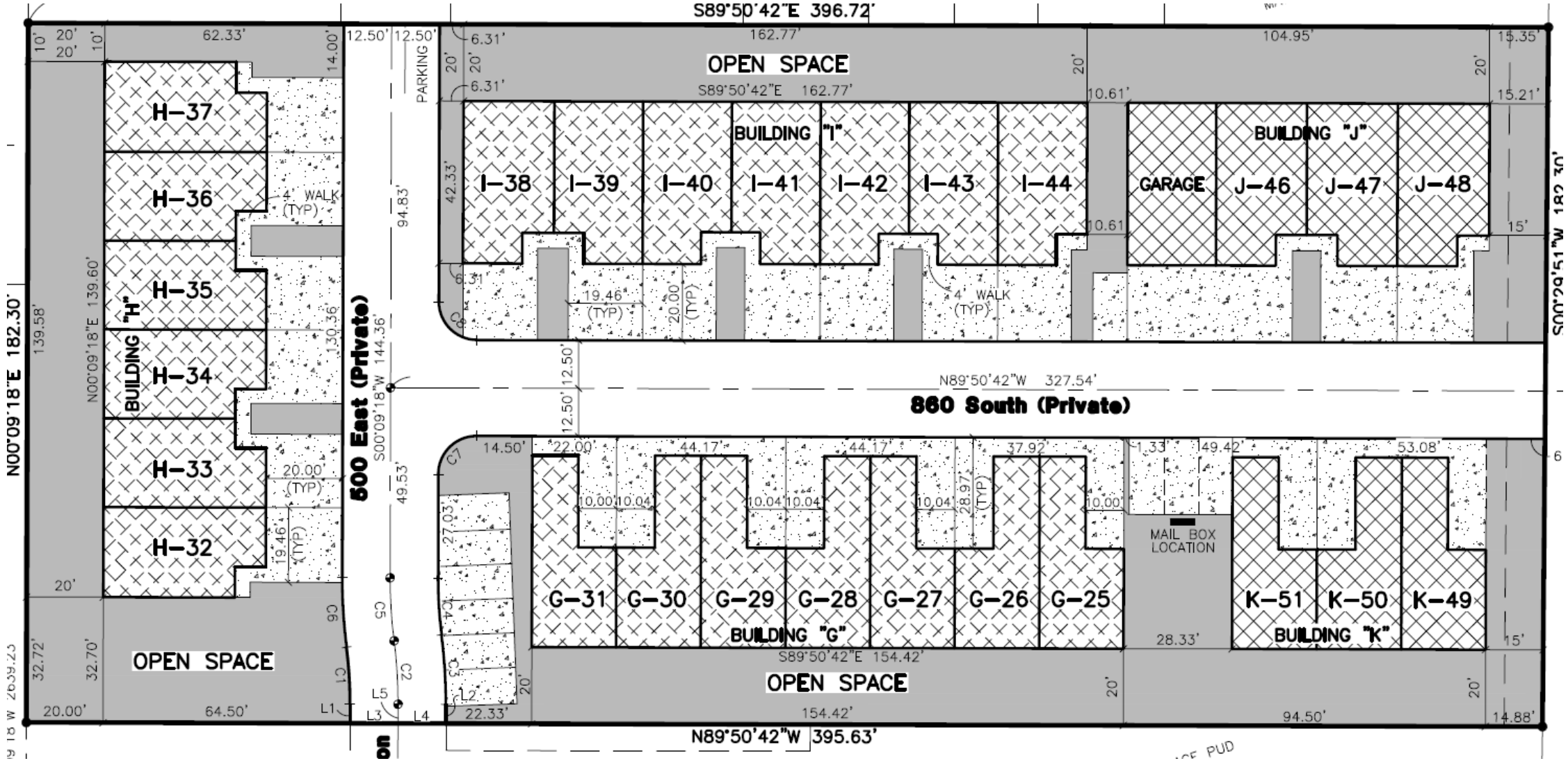
CLEARFIELD CITY MAYOR ATTEST: CITY RECORDER

CLEARFIELD CITY ATTORNEY

APPROVED AS TO FORM BY THE CLEARFIELD CITY ATTORNEY THIS THE _____ DAY OF _____, 20____

CLEARFIELD CITY ATTORNEY

Reeve & Associates, Inc.


S89°50'42"E 396.72'
OPEN SPACE
S89°50'42"E 162.77'
BUILDING "I"
BUILDING "J"
I-38
I-39
I-40
I-41
I-42
I-43
I-44
GARAGE
J-46
J-47
J-48
H-37
H-36
H-35
H-34
H-33
H-32
BUILDING "H"
N00°09'18"E 182.30'
N00°09'18"E 139.60'
500 East (Private)
S00°09'18"W 144.36'
S00°09'18"W 182.30'
N89°50'42"W 327.54'
860 South (Private)
MAIL BOX LOCATION
G-31
G-30
G-29
G-28
G-27
G-26
G-25
BUILDING "G"
K-51
K-50
K-49
BUILDING "K"
OPEN SPACE
S89°50'42"E 154.42'
OPEN SPACE
N89°50'42"W 395.63'
PARKING
4' WALK (TYP)
20.00' (TYP)
19.46' (TYP)
28.97' (TYP)
162.77'
104.95'
64.50'
154.42'
94.50'
22.33'
28.33'
49.42'
53.08'
44.17'
37.92'
15.35'
15.21'
14.88'

Staff Recommendation – Amended Subdivision Plat

On April 3, 2019 the Planning Commission forwarded a recommendation of **approval** for **FSP 1901-0010** to the Clearfield City Council, an amended subdivision plat request by John Ryan to add six (6) additional townhome properties and an office/garage property to the Kensington Place Phase 2 Subdivision located at 852 & 880 South 550 East (TIN: 12-815-0001 & 12-815-0002). The approval is subject to the following conditions:

1) The plat and plans shall be revised to address Clearfield City Engineering requirements with revisions noted in a response letter to obtain final approval.
2) An amended development agreement for Kensington Place Phase 2 Amended shall be approved and executed between Clearfield City and the developer.
3) The amended plat and development agreement shall be recorded together prior to the issuance of a building permit.
4) The applicant is responsible for the replacement or repair of deteriorated, damaged or missing surface improvements surrounding the perimeter of the subdivision. This includes, but is not limited to: curb and gutter; sidewalk; landscaping park strip improvements; driveways; etc.
5) An escrow agreement shall be established for improvements outlined in City Code § 12-4-6 and will be subject to approval by the City Engineer and City Attorney. The escrow account shall be established and executed prior to any permits being issued for the properties or the plat being recorded.

City Council Action – Amended Subdivision Plat

The Clearfield City Council moves to **approve FSP 1901-0010**, an amended subdivision plat request by John Ryan to add six (6) additional townhome properties and an office/garage property to the Kensington Place Phase 2 Subdivision located at 852 & 880 South 550 East (TIN: 12-815-0001 & 12-815-0002). The approval is subject to the following conditions:

1) The plat and plans shall be revised to address Clearfield City Engineering requirements with revisions noted in a response letter to obtain final approval.
2) An amended development agreement for Kensington Place Phase 2 Amended shall be approved and executed between Clearfield City and the developer.
3) The amended plat and development agreement shall be recorded together prior to the issuance of a building permit.
4) The applicant is responsible for the replacement or repair of deteriorated, damaged or missing surface improvements surrounding the perimeter of the subdivision. This includes, but is not limited to: curb and gutter; sidewalk; landscaping park strip improvements; driveways; etc.
5) An escrow agreement shall be established for improvements outlined in City Code § 12-4-6 and will be subject to approval by the City Engineer and City Attorney. The escrow account shall be established and executed prior to any permits being issued for the properties or the plat being recorded.



COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
2019-2020 One Year Action Plan

STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Eric Howes, Community Services Director

MEETING DATE: April 23, 2019

SUBJECT: Arbor Day Proclamation

RECOMMENDED ACTION

Read the proclamation and proclaim April 26, 2019 as Arbor Day in Clearfield, Utah.

DESCRIPTION / BACKGROUND

April 26, 2018 is Arbor Day and Clearfield City has been a Tree City for 24 years. As a part of the celebration of Arbor Day in Clearfield we will be planting trees at Fox Hollow Park that are appropriate for planting in parking strips. Staff from the Clearfield Library will be present to read stories to the children prior to the planting. Trees provide many benefits to our community and we are pleased to participate with other communities throughout the nation is celebrating Arbor Day.

IMPACT

a. FISCAL
N/A

b. OPERATIONS / SERVICE DELIVERY
Staff time to host event.

ALTERNATIVES

N/A

SCHEDULE / TIME CONSTRAINTS

N/A

LIST OF ATTACHMENTS

- Arbor Day Proclamation



Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, Mark R. Shepherd, Mayor of the City of Clearfield, do hereby proclaim April 26, 2019 as

Arbor Day

In the City of Clearfield, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 23rd day of April, 2019

Mayor _____

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
6:00 P.M. WORK SESSION
November 13, 2018
(This meeting was held during the regularly scheduled City Council Work Session.)

PRESIDING:	Kent Bush	Chair
PRESENT:	Nike Peterson	Director
	Vern Phipps	Director
	Tim Roper	Director
	Mark Shepherd	Director
	Karece Thompson	Director
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Greg Krusi	Police Chief
	Scott Hodge	Public Works Director
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Rich Knapp	Finance Manager
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder

VISITORS:

Chair Bush called the meeting to order at 8:55 p.m.

DISCUSSION ON THE PROPERTY SWAP AGREEMENT WITH DAVIS COUNTY FOR THE RELOCATION OF THE NORTH LIBRARY BRANCH

Chair Bush mentioned last week he had signed the title documents for the sale of the property proposed for the relocation site of the Clearfield Branch library.

JJ Allen, City Manager, explained the property swap agreement was still going through a review process and there were some updates since the staff report was completed. He indicated the new proposal was to close on both transactions on the same day for the purchase and sale of the properties at 562 South 1000 East and approximately 1 North Main. He noted if that were approved the City would lease the property where the library currently operated to the County until its building could be demolished and vacated.

Chair Bush asked if the City planned to lease it to the County at no cost. Mr. Allen answered yes; however, the responsibility for maintenance of the property would remain with the County. He

indicated the concept remained the same with the sale and purchase price of $1 but the County would continue to lease the property until it was operational at its new location.

Director Phipps asked if a deadline would be included in the agreement. Mr. Allen responded the proposed purchase and sale agreement included language that the construction would need to begin by the end of 2020. He reviewed the County's timeline for the project which included construction of the new building in 2019, occupancy by 2020, and one year to accomplish the demolition and any environmental cleanup. He continued the agreement was simple in concept but was a 30 page document of legal language.

Chair Bush asked if the agreement was planned for consideration soon. Mr. Allen answered the agreement should be ready for consideration at the December 11, 2018 policy session. He noted the County had expressed its desire to have the transaction completed prior to the end of the year so it could begin the design and keep the project moving forward. There was a discussion about upcoming changes with County Commissioners, the proposed design for the new library, and the County's desire to involve members of the community or elected officials in its planning process to help create an anchor tied to the City with the design.

Director Shepherd moved to adjourn at 9:03 p.m., seconded by Director Thompson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, Shepherd and Thompson. Voting NO – None.

The City Council work session minutes are in a separate location.

DRAFT

CLEARFIELD CITY COMMUNITY DEVELOPMENT AND RENEWAL AGENCY
MEETING MINUTES
7:00 P.M. POLICY SESSION
December 11, 2018
(This meeting was held during the regularly scheduled City Council Meeting.)

PRESIDING:	Kent Bush	Chair
PRESENT:	Nike Peterson	Director
	Vern Phipps	Director
	Tim Roper	Director
	Mark Shepherd	Director
	Karece Thompson	Director
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Kelly Bennett	Assistant Police Chief
	Scott Hodge	Public Works Director
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Rich Knapp	Finance Manager
	Lee Naylor	Accountant
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder

VISITORS: Jeff Smith, Dean Cotter, Mack McDonald – Davis County, Nicola Corbin, Bob Bercher, Heather Christopherson, Cameron Winquist, Natalie Winquist, Jake Woodward – JW Properties, Aliza Kimabry, Craig Winder, Leslie Mascaro, Adam Hughes – Better City, Cameron Dibb – Duffin and Dibb PC, Jared Hadley, Joe Torman – Lotus

Chair Bush called the meeting to order at 9:05 p.m.

APPROVAL OF THE MINUTES FROM THE OCTOBER 9, 2018 POLICY SESSION AND THE OCTOBER 23, 2018 POLICY SESSION

Director Shepherd moved to approve the minutes from the October 9, 2018 policy session and the October 23, 2018 policy session, as written, seconded by Director Peterson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, Shepherd and Thompson. Voting NO – None.

DRAFT

APPROVAL OF ADDENDUM 1 TO THE MEMORANDUM OF UNDERSTANDING (MOU) WITH LOTUS COMPANY FOR THE REDEVELOPMENT OF MABEY PLACE

Chair Bush mentioned the addendum was discussed in detail during the previous City Council meeting and asked if there were any additional comments.

Director Phipps commented he did not intend to disparage Lotus as a company and reputable entity but expressed concern about the uncertainty associated with whether Lotus would still hold an interest in the City five years down the road. He suggested that fact needed to be considered as the City considered it long term planning efforts.

Director Roper moved to approve Addendum 1 to the Memorandum of Understanding (MOU) with Lotus Company for the redevelopment of Mabey Place and authorize the Chair's signature to any necessary documents, seconded by Director Shepherd. The motion carried upon the following vote: Voting AYE – Directors Peterson, Roper, Shepherd and Thompson. Voting NO – Director Phipps.

APPROVAL OF THE PURCHASE AND SALE AGREEMENT WITH DAVIS COUNTY FOR THE PROPERTIES LOCATED AT 562 SOUTH 1000 EAST AND APPROXIMATELY 1 NORTH MAIN STREET

JJ Allen, City Manager, mentioned Mack McDonald the facilities director for Davis County was in attendance. He noted the purchase and sale agreement with Davis County had been discussed with the City Council and CDRA Board many times previously. He summarized the purchase and sale agreement between the CDRA and Davis County would in essence authorize the City to purchase land from the County at 562 South 1000 East and sell Lot 3 of the Clearfield Junction Subdivision to the County located at approximately 1 North Main for the construction of a new library.

Mr. Allen continued if the purchase and sale agreement was approved staff proposed a lease agreement be in place wherein the County would lease the property at 562 South 1000 East from the City until the new library could be constructed and demolition of the existing library completed. He indicated the details were included in the staff report and asked if there were any questions.

Councilmember Phipps acknowledged the proposed transactions were an opportunity and had been a governmental partnership which should be pleasing for its taxpayers. Mack McDonald, Davis County, agreed. He highlighted some of the plans for the new library with its design, technology, and location. He expressed excitement for the partnership with the City as its tenant and looked forward to design of the new library and a continued working relationship with staff moving forward with the project.

Mr. Allen pointed out the purchase and sale agreement noted the construction of the new library needed to begin by 2020; however, he was hopeful it would be sooner. He noted the agreement spelled out following the construction of the new library, the County would have one year to demolish the old building at which time the City would utilize the land for its own purposes.

DRAFT

Director Peterson moved to approve the Purchase and Sale Agreement with Davis County for the properties located at 562 South 1000 East and approximately 1 North Main Street and authorize the Chair's signature to any necessary documents, seconded by Director Phipps. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, Shepherd and Thompson. Voting NO – None.

APPROVAL OF THE LIBRARY LEASE AGREEMENT WITH DAVIS COUNTY FOR THE PROPERTY LOCATED AT 562 SOUTH 1000 EAST

Chair Bush stated the Board had approved the purchase and sale agreement with Davis County for the properties located at 562 South 1000 East and approximately 1 North Main Street.

Director Shepherd moved to approve the Library Lease Agreement with Davis County for the property located at 562 South 1000 East and authorize the Chair's signature to any necessary documents, seconded by Director Thompson. The motion carried upon the following vote: Voting AYE – Directors Peterson, Phipps, Roper, Shepherd and Thompson. Voting NO – None.

There being no further business to come before the Board, **Director Shepherd moved to adjourn as the CDRA and reconvene as the City Council in work session after a five minute break at 9:17 p.m., seconded by Director Peterson. The motion carried upon the following vote: Voting AYE: Directors Peterson, Phipps, Roper, Shepherd, and Thompson. Voting NO – None.**

The City Council policy session minutes are in a separate location.

DRAFT

STAFF REPORT

TO: CDRA Board of Directors

FROM: JJ Allen, City Manager

MEETING DATE: April 23, 2019

SUBJECT: Interlocal Agreement with Davis School District for Lifetime Products CRA

RECOMMENDED ACTION

Approve Resolution 2019R-02, approving an Interlocal Cooperation Agreement between the Clearfield Community Development and Renewal Agency (CDRA) and Davis School District and authorize the Chair's signature to any necessary documents.

DESCRIPTION / BACKGROUND

The Resolution approves an Interlocal Cooperation Agreement with Davis School District, implementing the Lifetime Products CRA Plan and Budget. This Interlocal Agreement is the instrument that authorizes the CDRA to capture, for the terms and purposes specified in the Project Area Plan and Budget, tax increment that would otherwise go to the District. The CDRA will also enter into Interlocal Agreements with the other taxing entities affected by the Lifetime Products CRA.

CORRESPONDING POLICY PRIORITY (IES)

This item corresponds directly to the policy priority of Improving Clearfield's Image, Livability, and Economy. The creation of this CRA (and the participation of the taxing entities) will allow Lifetime Products to expand in Clearfield—building a new 600,000 – 700,000 square foot distribution center on the north end of the Freeport Center and creating about 150 jobs.

FISCAL IMPACT

As detailed in the Project Area Budget, the CRA expects to collect about $4.2 million in tax increment over the 15 year life of the project. Of this total, about $2.27 million would be the School District contribution.

ALTERNATIVES

The School District has already approved this Interlocal Agreement, at the CDRA's request. If any modifications are needed, we would then need to revisit those changes with the School District.

If the CDRA is no longer inclined to use the CRA to incentivize the Lifetime Products expansion, the company will certainly locate its distribution center elsewhere.

SCHEDULE / TIME CONSTRAINTS

This CRA creation has been slowly moving forward, but we feel that things are now to a point that we can finalize all of the interlocal agreements, allowing Lifetime Products to move forward with their necessary land use approvals. A construction schedule has not yet been identified.

LIST OF ATTACHMENTS

- Resolution 2019R-02
- Interlocal Cooperation Agreement with Davis School District
- Lifetime Products CRA Plan
- Lifetime Products CRA Budget

CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY

Resolution 2019R-02

RESOLUTION OF THE LEGISLATIVE BODY OF THE CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY APPROVING AN INTERLOCAL COOPERATION AGREEMENT BETWEEN THE AGENCY AND DAVIS SCHOOL DISTRICT.

WHEREAS pursuant to the provisions of the Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated 1953, as amended (the "Interlocal Act"), and the provisions of the Community Reinvestment Agencies Act, Title 17C, Utah Code Annotated 1953, as amended (the "CRA Act"), public agencies, including political subdivisions of the State of Utah as therein defined, are authorized to enter into mutually advantageous agreements for joint and cooperative actions, including the sharing of tax and other revenues; and

WHEREAS the Clearfield Community Development and Renewal Agency (the "Agency") and Davis School District (the "School District") are "public agencies" for purposes of the Act; and

WHEREAS after careful analysis and consideration of relevant information, the Agency desires to enter into an Interlocal Agreement with the School District whereby the School District would remit to the Agency a portion of the property tax increment generated within the Lifetime Products Community Reinvestment Project Area, (the "Project Area") which would otherwise flow to the School District, for the purpose of encouraging development activities through the payment for certain public infrastructure, land assembly, and other uses that directly benefit the Project Area; and

WHEREAS Section 11-13-202.5 of the Act requires that certain interlocal agreements be approved by resolution of the legislative body of a public agency.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE LEGISLATIVE BODY OF THE AGENCY AS FOLLOWS:

1. The Interlocal Cooperation Agreement between the Agency and the School District, substantially in the form attached hereto as Exhibit A (the "Agreement"), is approved in substantially final form and shall be executed for and on behalf of the Agency by the Chair and Secretary. The Agreement hereby approved is approved with such additions, modifications, deletions or other changes as may be deemed necessary or appropriate and approved by the Chair, whose execution thereof on behalf of the Agency shall conclusively establish such necessity, appropriateness and approval with respect to all such additions, modifications, deletions and/or other changes incorporated therein.

2. Pursuant to Section 11-13-202.5 of the Interlocal Act, the Agreement has been submitted to legal counsel of the Agency for review and approval as to form and legality.

3. Pursuant to Section 11-13-209 of the Interlocal Act, a duly executed original counterpart of the Agreement shall be filed immediately with the Secretary, the keeper of records of the Agency.

4. The Agency is hereby directed to publish or cause to be published a notice of the Agreement in accordance with Section 11-13-219 of the Interlocal Act and make a copy of the Agreement available for public inspection and copying at the Agency's offices during regular business hours for a period of at least 30 days following publication of the notice.

5. The Agreement shall be effective immediately upon execution.

6. This Resolution shall take effect upon adoption.

APPROVED AND ADOPTED by the legislative body of the Clearfield Community Development and Renewal Agency this 23rd day of April, 2019.

_____
Kent Bush, Chair

Attest:

_____
Nancy R. Dean, Secretary

VOTE OF THE BOARD

AYE:

NAY:

EXHIBIT A

INTERLOCAL COOPERATION AGREEMENT

INTERLOCAL COOPERATION AGREEMENT

THIS INTERLOCAL COOPERATION AGREEMENT is made and entered into this _____ day of _____, 2019, by and between the **CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY**, a community reinvestment agency and political subdivision of the State of Utah (the "Agency"), and **DAVIS SCHOOL DISTRICT**, a political subdivision of the State of Utah (the "School District") in contemplation of the following facts and circumstances:

A. **WHEREAS,** the Agency was created and organized pursuant to the provisions of the Utah Neighborhood Development Act, Utah Code Annotated (**"UCA"**) §17A-2-1201 *et seq.* (2000), and continues to operate under the provisions of its extant successor statute, the Limited Purpose Local Government Entities - Community Reinvestment Agency Act, Title 17C of the UCA (the **"Act"**), and is authorized and empowered under the Act to undertake, among other things, various community development activities pursuant to the Act, including, among other things, assisting Clearfield City (the "City") in development activities that are likely to advance the policies, goals and objectives of the City's general plan, contributing to capital improvements which substantially benefit the City, creating economic benefits to the City, and improving the public health, safety and welfare of its citizens; and

B. **WHEREAS,** this Agreement is made pursuant to the provisions of the Act and the Interlocal Cooperation Act (UCA Title 11, Chapter 13) (the "Cooperation Act"); and

C. **WHEREAS,** the Agency has created the Lifetime Products Community Reinvestment Project Area (the "Project Area"), through the adoption of the Lifetime Products Plan (the "Project Area Plan"), located within the City, which Project Area is described in Exhibit "A" attached hereto and incorporated herein by this reference; and

D. **WHEREAS,** the Project Area contains vacant and underutilized land, which is anticipated to be developed, with encouragement and planning by the Agency, as a distribution facility for Lifetime Products. The Agency has not entered into any participation or development agreements with developers but anticipates that prior to development of the Project Area, the City and/or the Agency may enter into one or more participation agreements with one or more developer(s) which will provide certain terms and conditions upon which the Project Area will be developed using, in part, "Tax Increment" (as that term is defined in the Act), generated from the Project Area; and

E. **WHEREAS,** historically, the Project Area has generated a total of $74,274 per year in property taxes for the various taxing entities, including the City, Davis County (the "County"), the School District, and other taxing entities; and

F. **WHEREAS,** upon full development as contemplated in the Project Area Plan, property taxes produced by the Project Area for the City, the County, the School District, and other taxing entities are projected to total approximately $425,338 per year; and

G. **WHEREAS,** the Agency has requested the City, the County, the School District, and other taxing entities to participate in the promotion of development in the Project Area by agreeing to remit to the Agency for a specified period of time specified portions of the increased real and personal property tax (i.e., Tax Increment,) which will be generated by the Project Area; and

H. **WHEREAS,** it is in the best interest of the citizens of the School District for the School District to remit such payments to the Agency to permit the Agency to leverage private development of the Project Area; and

I. **WHEREAS,** the Agency has retained Lewis Young Robertson & Burningham, Inc., an independent financial consulting firm with substantial experience regarding community reinvestment projects and tax increment funding across the State of Utah, to prepare the Project Area Plan and to provide a report regarding the need and justification for investment of Tax Increment revenues from and within the Project Area. A copy of the report is included in the Project Area Plan attached as Exhibit "B"; and

J. **WHEREAS,** the Agency has created the Lifetime Products Community Reinvestment Project Area Budget (the "Project Area Budget"), a copy of which is attached as Exhibit "C", which Project Area Budget outlines the anticipated generation, payment and use of Tax Increment within the Project Area;

K. **WHEREAS,** the parties desire to set forth in writing their agreements regarding the nature and timing of such assistance;

NOW, THEREFORE, the parties agree as follows:

1. **Additional Tax Revenue.** The School District has determined that significant additional Tax Increment will likely be generated by the development of the Project Area as described in further detail in the Project Area Plan and Project Area Budget. Each of the parties acknowledge, however, that the development activity required for the generation of the Tax Increment is not likely to occur within the foreseeable future or to the degree possible or desired without Tax Increment participation in order to induce and encourage such development activity.

2. **Offset of Development Costs and Expenses.** The School District has determined that it is in the best interests of its citizens to pay specified portions of its portion of Tax Increment to the Agency in order for the Agency to offset costs and expenses which will be incurred by Agency or participants in Project Area development, including, without limitation, the construction and installation of Buildings, infrastructure improvements, personal property and other development related costs needed to serve the Project Area, to the extent permitted by the Act, the Project Area Plan, and the Project Area Budget, each as adopted and amended from time to time.

3. **Base Year and Base Year Value.** The base year, for purposes of calculation of the Base Taxable Value (as that term is defined in the Act), shall be 2017, meaning the Base Taxable Value shall, to the extent and in the manner defined by the Act, be equal to the equalized taxable value shown on the 2017 Davis County assessment rolls for all property located within the Project Area (which is currently estimated to be $5,267,275, but is subject to final adjustment and verification by the County and Agency).

4. **Agreement(s) with Developer(s).** The Agency is authorized to enter into one or more participation agreements with one or more participants which may provide for the payment of certain amounts of Tax Increment (to the extent such Tax Increment is actually paid to and received by the Agency from year to year) to the participant(s) conditional upon the participant (s)'s meeting of certain performance measures as outlined in said agreement. Such agreement shall be consistent with the terms and conditions of this Agreement, shall require as a condition of the payment to the participant(s) that the respective participant or its approved successors in title as owners of all current and subsequent parcels within the Project Area, as outlined in Exhibit "A" (the "Property"), shall pay any and all taxes and assessments which shall be assessed against the Property in accordance with levies made by applicable municipal entities in accordance with the laws of the state of Utah applicable to such levies, and such other performance measures as the Agency may deem appropriate.

5. **Payment Trigger.** The first year ("Year One") of payment of Tax Increment from the School District to the Agency shall be determined by the Agency but shall be no later than 2021. Each subsequent year, beginning with the first year after Year One, shall de defined in sequence as Year Two through Year Fifteen. The Agency may trigger the collection of Tax Increment by timely delivering a letter or other written request to the Davis County Auditor's office.

6. **Total Payment to Agency.** The County is authorized and instructed to remit to the Agency, beginning with property tax receipts in Year One and continuing through Year Fifteen, 75% of the School District's annual Tax Increment generated from the Project Area or until a cap amount of $2,270,873 is reached, whichever comes first.

7. **Property Tax Increase.** This Agreement provides for the payment of the increase in real and personal property taxes collected from the Project Area by the County acting as the tax collecting agency for the School District. Real and personal property taxes which are the subject of this Agreement shall not include taxes collected from the Project Area by the County, acting in its capacity as the tax collection agency for the School District, which are to be paid to or utilized by abatement districts, special service or improvement districts or other entities for which the County acts as the tax collection agency, nor shall it include any component of real property taxes retained by the County as payment for costs incurred in the collection of real property taxes for itself or other applicable agencies. It is expressly understood that the real property taxes which are the subject of this Agreement are only those real and personal property taxes collected by the County on behalf of the School District from the Project Area.

8. **No Independent Duty.** The School District shall be responsible to remit to the Agency only Tax Increment received by the County. The School District shall have no independent duty to pay any amount to the Agency other than the Tax Increment received by the School District on an annual basis from and including Year One through and including Year Fifteen.

9. **Authority to Bind.** Each individual executing this Agreement represents and warrants that such person is authorized to do so, and, that upon executing this Agreement, this Agreement shall be binding and enforceable in accordance with its terms upon the party for whom such person is acting.

10. **Further Documents and Acts.** Each of the parties hereto agrees to cooperate in good faith with the others, and to execute and deliver such further documents and perform such other acts as may be reasonably necessary or appropriate to consummate and carry into effect the transactions contemplated under this Agreement.

11. **Notices.** Any notice, request, demand, consent, approval or other communication required or permitted hereunder or by law shall be validly given or made only if in writing and delivered to an officer or duly authorized representative of the other party in person or by Federal Express, private commercial delivery or courier service for next business day delivery, or by United States mail, duly certified or registered (return receipt requested), postage prepaid, and addressed to the party for whom intended, as follows:

If to School District:
Davis School District
Attn: Business Administrator
45 East State Street
Farmington UT 84025
Phone: (801) 402-5249

If to Agency:
Clearfield Community Development and Renewal Agency
Attn: Agency Board
55 South State Street
Clearfield, UT 84015
Phone: (801) 525-2700

Any party may from time to time, by written notice to the others as provided above, designate a different address which shall be substituted for that specified above. Notice sent by mail shall be deemed served or delivered seventy-two (72) hours after mailing. Notice by any other method shall be deemed served or delivered upon actual receipt at the address or facsimile number listed above. Delivery of courtesy copies noted above shall be as a courtesy only and failure of any party to give or receive a courtesy copy shall not be deemed to be a failure to provide notice otherwise properly delivered to a party to this Agreement.

12. **Entire Agreement.** This Agreement is the final expression of and contains the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior understandings with respect thereto. This Agreement may not be modified, changed, supplemented or terminated, nor may any obligations hereunder be waived, except by written instrument signed by the party to be charged or by its agent duly authorized in writing or as otherwise expressly permitted herein. This Agreement and its exhibits constitute the entire agreement between the parties hereto pertaining to the subject matter hereof, and the final, complete and exclusive expression of the terms and conditions thereof. All prior agreements, representations, negotiations and understandings of the parties hereto, oral or written, express or implied, are hereby superseded and merged herein.

13. **No Third-Party Benefit.** The parties do not intend to confer any benefit hereunder on any person, firm or corporation other than the parties hereto. There are no intended third-party beneficiaries to this Agreement.

14. **Construction.** Headings at the beginning of each paragraph and subparagraph are solely for the convenience of the parties and are not a part of the Agreement. Whenever required by the context of this Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. Unless otherwise indicated, all references to paragraphs and subparagraphs are to this Agreement. In the event the date on which any of the parties is required to take any action under the terms of this Agreement is not a business day, the action shall be taken on the next succeeding business day.

15. **Partial Invalidity.** If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each such term and provision of this Agreement shall be valid and shall be enforced to the fullest extent permitted by law.

16. **Amendments.** No addition to or modification of any provision contained in this Agreement shall be effective unless fully set forth in writing executed by each of the parties hereto.

17. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute but one and the same instrument.

18. **Waivers.** No waiver of any breach of any covenant or provision herein contained shall be deemed a waiver of any preceding or succeeding breach thereof or of any other covenant or provision herein contained. No extension of time for performance of any obligation or act shall be deemed an extension of the time for performance of any other obligation or act.

19. **Governing Law.** This Agreement and the exhibits attached hereto shall be governed by and construed under the laws of the State of Utah. In the event of any dispute hereunder, it is agreed that the sole and exclusive venue shall be in a court of competent jurisdiction in Davis County, Utah, and the parties hereto agree to submit to the jurisdiction of such court.

20. **Declaration of Invalidity**. In the event that a court of competent jurisdiction declares that the County cannot pay and/or that the Agency cannot receive payments of the Tax Increment, declares that the

Agency cannot pay the Tax Increment to developers, or takes any other action which has the effect of eliminating or reducing the payments of Tax Increment received by the Agency, the Agency's obligation to pay the Tax Increment to developers shall be reduced or eliminated accordingly, the Agency, and the County shall take such steps as are reasonably required to not permit the payment and/or receipt of the Tax Increment to be declared invalid.

21. **No Separate Legal Entity.** No separate legal entity is created by this Agreement.

22. **Duration.** This Agreement shall terminate after the Year Fifteen Tax Increment payment.

23. **Assignment.** No party may assign its rights, duties or obligations under this Agreement without the prior written consent first being obtained from all parties. Notwithstanding the foregoing, such consent shall not be unreasonably withheld or delayed so long as the assignee thereof shall be reasonably expected to be able to perform the duties and obligations being assigned.

24. **Termination.** Upon any termination of this Agreement resulting from the uncured default of any party, the order of any court of competent jurisdiction or termination as a result of any legislative action requiring such termination, then any funds held by the Agency and for which the Agency shall not be required to disburse to developers in accordance with the agreements which govern such disbursement, then such funds shall be returned to the party originally remitting same to the Agency and upon such return this Agreement shall be deemed terminated and of no further force or effect.

25. **Interlocal Cooperation Act.** In satisfaction of the requirements of the Cooperation Act in connection with this Agreement, the Parties agree as follows:

a. This Agreement has been, on or prior to the date hereof, authorized and adopted by resolution of the legislative body of each Party pursuant to and in accordance with the provisions of Section 11-13-202.5 of the Cooperation Act;

b. This Agreement has been, on or prior to the date hereof, reviewed as to proper form and compliance with applicable law by a duly authorized attorney on behalf of each Party pursuant to and in accordance with the provisions of Section 11-13-202.5(3) of the Cooperation Act;

c. A duly executed original counterpart of this Agreement shall be filed immediately with the keeper of records of each Party pursuant to Section 11-13-209 of the Cooperation Act;

d. The Chair of the Agency is hereby designated the administrator for all purposes of the Cooperation Act, pursuant to Section 11-13-207 of the Cooperation Act; and

e. Should a party to this Agreement desire to terminate this Agreement, in part or in whole, each party to the Agreement must adopt, by resolution, an amended Interlocal Cooperation Agreement stating the reasons for such termination. Any such amended Interlocal Cooperation Agreement must be in harmony with any development/participation agreement(s) entered into by the Agency as described in this Agreement.

f. Immediately after execution of this Agreement by both Parties, the Agency shall, on behalf of both parties, cause to be published notice regarding this Agreement pursuant to Section 11-13-219 of the Cooperation Act.

g. This Agreement makes no provision for the parties acquiring, holding and disposing of real and personal property used in the joint undertaking as such action is not contemplated as part of this Agreement nor part of the undertaking. Any such provision would be

outside the parameters of the current undertaking. However, to the extent that this Agreement may be construed as providing for the acquisition, holding or disposing of real and/or personal property, all such property shall be owned by the Agency upon termination of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day specified above.

School District: DAVIS SCHOOL DISTRICT

Attest:

Business Administrator

By: _____
John Robison
Its: Board President

Approved as to form:

Attorney for School District

Agency: CLEARFIELD COMMUNITY DEVELOPMENT AND RENEWAL AGENCY

Attest:

By: _____

Its: Chair

_____
Secretary

Approved as to form:

_____
Attorney for Agency

EXHIBIT "A
to
INTERLOCAL AGREEMENT

Legal Description of Project

Freeport Center 700 West Subdivision

Proposed Lot 2 Boundary Description

A part of the Southwest Quarter of Section 2, Township 4 North, Range 2 West, Salt Lake Base and Meridian:

Beginning at a point on the South right of way line of Highway SR-193, said point is 1248.50 feet South 89°49'30" East (South 89°49'38" East by record) along the East-West Quarter Section Line; and 139.00 feet South 00°10'30" West from the West Quarter corner of said Section and running thence South 89°49'30" East (South 89°49'38" East by record) 1,400.20 feet along said South right of way line to the North-South Quarter Section line; thence South 00°11'45" West 924.26 feet along the said Quarter section line to the North line of the Union Pacific Railroad right of way; thence South 72°13'00" West (South 71°15' West by record) 1,495.03 feet along said North right of way line to the East right of way line; thence North 04°30'00" East 195.25 feet to a point of curvature; thence Northerly along the arc of a 2,671.76 feet radius curve to the left a distance of 201.68 feet (Central Angle equals 04°19'30", and Long Chord bears North 02°20'15" East 201.63 feet); thence North 00°10'30" East 989.04 feet to the POINT OF BEGINNING.

Containing 37.0733 acres, more or less.

EXHIBIT "B"
To
INTERLOCAL AGREEMENT

Project Area Plan

EXHIBIT "C"
To
INTERLOCAL AGREEMENT

Project Area Budget

DRAFT PROJECT AREA PLAN

LIFETIME PRODUCTS
COMMUNITY REINVESTMENT AREA (CRA)

CLEARFIELD COMMUNITY DEVELOPMENT
AND RENEWAL AGENCY, UTAH






AUGUST 2018

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Definitions

As used in this Community Reinvestment Project Area Plan, the term:

"Act" shall mean and include the Limited Purpose Local Government Entities – Community Reinvestment Agency Act in Title 17C, Chapters 1 through 5, Utah Code Annotated 1953, as amended, or such other amendments as shall from time to time be enacted or any successor or replacement law or act.

"Agency" shall mean the Clearfield Community Development and Renewal Agency, which is a separate body corporate and politic created by the City pursuant to the Act.

"Base taxable value" shall mean the agreed value specified in a resolution or interlocal agreement under Subsection 17C-1-102(8) from which tax increment will be collected.

"Base year" shall mean the agreed upon year for which the base taxable value is established and shall be incorporated into the interlocal agreements with participating taxing entities.

"Base taxable year" shall mean the Base Year during which the Project Area Budget is approved pursuant to Subsection 17C-1-102(9)(d).

"City" or "Community" shall mean the City of Clearfield.

"Legislative body" shall mean the City Council of Clearfield which is the legislative body of the City.

"Plan Hearing" shall mean the public hearing on the draft Project Area Plan required under Subsection 17C-1-102 (41) and 17C-5-104(3)(e).

"Project Area" shall mean the geographic area described in the Project Area Plan or draft Project Area Plan where the community development set forth in this Project Area Plan or draft Project Area Plan takes place or is proposed to take place (Exhibit A & Exhibit B).

"Net Present Value (NPV)" shall mean the discounted value of a cash flow. The NPV illustrates the total value of a stream of revenue over a number of years in today's dollars.

"Project Area Budget" shall mean (as further described under 17-C-5-303 of the Act) the multi-year projection of annual or cumulative revenues, other expenses and other fiscal matters pertaining to the Project Area that includes:

- the base taxable value of property in the Project Area;
- the projected tax increment expected to be generated within the Project Area;
- the amount of tax increment expected to be shared with other taxing entities;
- the amount of tax increment expected to be used to implement the Project Area plan;
- if the area from which tax increment is to be collected is less than the entire Project Area:
    - the tax identification number of the parcels from which tax increment will be collected; or

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- a legal description of the portion of the Project Area from which tax increment will be collected; and

- for property that the Agency owns and expects to sell, the expected total cost of the property to the Agency and the expected selling price.

"Project Area Plan" or "Plan" shall mean the written plan (outlined by 17C-5-302 of the Act) that, after its effective date, guides and controls the community reinvestment activities within the Project Area. Project Area Plan refers to this document and all of the attachments to this document, which attachments are incorporated by this reference. It is anticipated that the LIFETIME PRODUCTS PLAN will be subject to an interlocal agreement process with the taxing entities within the Project Area.

"Taxes" includes all levies on an ad valorem basis upon land, local and centrally assessed real property, personal property, or any other property, tangible or intangible.

"Taxing Entity" shall mean any public entity that levies a tax on any property within the Project Area.

"Tax Increment" shall mean the difference between the amount of property tax revenues generated each tax year by all taxing entities from the Project Area using the current assessed value of the property and the amount of property tax revenues that would be generated from the same area using the base taxable value of the property.

"Tax Increment Period" shall mean the period of time in which the taxing entities from the Project Area consent that a portion of their tax increment from the Project Area be used to fund the objectives outlined in the Project Area Plan.

"Tax Year" shall mean the 12-month period between sequential tax roll equalizations (November 1st - October 31st) of the following year, e.g., the November 1, 2017 - October 31, 2018 tax year.

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Introduction

The Clearfield Community Development and Renewal Agency (the "Agency"), following thorough consideration of the needs and desires of Clearfield City (the "City") and its residents, as well as the City's capacity for new development, has carefully crafted this draft Project Area Plan (the "Plan") for the Lifetime Products Community Reinvestment Project Area (the "Project Area"). This Plan is the end result of a comprehensive evaluation of the types of appropriate land-uses and economic development for the land encompassed by the Project Area which lies within the vicinity of the Freeport Center, generally to east of 775 and to the west and south of SR-193. The Plan is intended to define the method and means of the Project Area from its current state to a higher and better use.

The City has determined it is in the best interest of its citizens to assist in the development of the Project Area. It is the purpose of this Plan to clearly set forth the aims and objectives of development, scope, financing mechanism, and value to the residents of the City and other taxing entities within the Project Area.

The Project Area is being undertaken as a community reinvestment project area pursuant to certain provisions of Chapters 1 and 5 of the Utah Limited Purpose Local Governmental Entities -- Community Reinvestment Agency Act (the "Act", Utah Code Annotated ("UCA") Title 17C). The requirements of the Act, including notice and hearing obligations, have been observed at all times throughout the establishment of the Project Area. The realization of the Plan is subject to interlocal agreements between the taxing entities individually and the Agency.

Resolution Authorizing the Preparation of a Draft Community Reinvestment Project Area Plan

Pursuant to the provisions of §17C-5-103 of the Act, the governing body of the Agency adopted a resolution authorizing the preparation of a draft Community Reinvestment Project Area Plan on _____, 2018.

Utah Code §17C-5-104

Recitals of Prerequisites for Adopting a Community Reinvestment Project Area Plan

In order to adopt a community reinvestment project area plan, the Agency shall;

- Pursuant to the provisions of §17C-5-104(1)(a) and (b) of the Act, the City has a planning commission and general plan as required by law; and
- Pursuant to the provisions of §17C-5-104 of the Act, the Agency has conducted or will conduct one or more public hearings for the purpose of informing the public about the Project Area, and allowing public input into the Agency's deliberations and considerations regarding the Project Area; and
    - Pursuant to the provisions of §17C-5-104 of the Act, the Agency has allowed opportunity for input on the draft Project Area Plan and has made a draft Project Area Plan available to the public at the Agency's offices during normal business hours, provided notice of the plan hearing, sent copies of the draft Project Area Plan to all required entities prior to the hearing, and provided opportunities for affected entities to provide feedback.

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Description of the Boundaries of the Proposed Project Area

UTAH CODE §17C-5-105(1)

A legal description of the Project Area along with a detailed map of the Project Area is attached respectively as Exhibit A and Exhibit B and incorporated herein. The Project Area is located in the vicinity of the Freeport Center and runs along the south side of SR-193, to the east of 775 W. The majority of land use in the project area is vacant. The Project Area is comprised of approximately 37 acres of property.

As delineated in the office of the Davis County Recorder, the Project Area encompasses all or part of the parcels detailed in Exhibit C.

UTAH CODE §17C-5-105(1)

General Statement of Land Uses, Layout of Principal Streets, Population Densities, Building Densities and How They Will be Affected by the Project Area

General Land Uses

The property within the Project Area is currently vacant. The majority of the property surrounding the Project Area is industrial.

Table 1 summarizes the approximate acreage of existing land uses by land use type.

TABLE 1: LAND USES

Type	Acres	% of Area
Vacant	37.07	100%
Total	37.07	100%

This Project Area Plan is consistent with the General Plan of the City and promotes economic activity by virtue of the land uses contemplated. Any zoning change, amendment or conditional use permit necessary to the successful development contemplated by this Project Area Plan shall be undertaken in accordance with the requirements of the City's Code and all other applicable laws including all goals and objectives in the City's General Plan.

Layout of Principal Streets

The principal streets within the Project Area are SR-193 and 775 W. The Project Area map, provided in Exhibit B, shows the principal streets in the area.

Population Densities

There are no residences within the Project Area, therefor the estimated population density is 0.0 residents per acre.

Building Densities

Building densities will increase as development occurs. The intent of this plan is to promote greater economic utilization of the land area.

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Impact of Community Development on Land Use, Layout of Principal Streets, and Population Densities

Community reinvestment activities within the Project Area will mostly consist of development and economic enhancement of an underutilized area of the Freeport Center. The types of land uses will include: a distribution facility and retail store.

Land Use – It is anticipated that future development within the Project Area will create space for a distribution facility, retail store and any other contemplated uses of the Lifetime Products expansion.

Layout of Principal Streets – It is anticipated that the community reinvestment of the Project Area will not alter the layout of principal streets in the area.

Population Densities – The Project Area does not include any residential components. The population density will not be affected by the Project Area. The daytime population of the City will increase as the Project Area is anticipated to create approximately 150 new jobs.

UTAH CODE §17C-5-105(C)

Standards Guiding the Community Reinvestment

In order to provide maximum flexibility in the development and economic promotion of the Project Area, and to encourage and obtain the highest quality in development and design, specific development controls for the uses identified above are not set forth herein. Each development proposal in the Project Area will be subject to appropriate elements of the City's proposed General Plan; the Zoning Ordinance of the City, including adopted Design Guidelines pertaining to the area; institutional controls, deed restrictions if the property is acquired and resold by the Agency, other applicable building codes and ordinances of the City; and, as required by ordinance or agreement, review and recommendation of the Planning Commission and approval by the Agency.

Each development proposal by an owner, tenant, participant or a developer shall be accompanied by site plans, development data and other appropriate material that clearly describes the extent of proposed development, including land coverage, setbacks, height and massing of buildings, off-street parking and loading, use of public transportation, and any other data determined to be necessary or requested by the Agency or the City.

UTAH CODE §17C-5-105(D)

How the Purposes of this Title Will Be Attained By Community Development

It is the intent of the Agency, with the assistance and participation of private developers and property owners, to facilitate the expansion of the Lifetime Products footprint within the Freeport Center.

UTAH CODE §17C-5-105(E)

Conformance of the Proposed Development to the Community's General Plan

The proposed Community Reinvestment Project Area Plan and the development contemplated are consistent with the City's proposed General Plan and land use regulations.

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Describe any Specific Project or Projects that are the object of the Proposed Community Reinvestment

UTAH CODE §17C-5-105(G)

The Project Area is being created in order to assist with the expansion of Lifetime Products within the Freeport Center. It is anticipated that Lifetime will construct a distribution facility between 600,000-700,000 square feet. Additionally, the company's retail store may be moved within the Project Area to increase its visibility and access.

The Lifetime expansion will create 150 additional jobs to the local economy and strengthen Lifetime's presence in the City and local community for the foreseeable future.

Method of Selection of Private Developers to undertake the Community Reinvestment and Identification of Developers Currently Involved in the Process

UTAH CODE §17C-5-105(H)

The City and Agency will select or approve such development as solicited or presented to the Agency and City that meets the development objectives set forth in this plan. The City and Agency retain the right to approve or reject any such development plan(s) that in their judgment do not meet the development intent for the Project Area. The City and Agency may choose to solicit development through an RFP or RFQ process, through targeted solicitation to specific industries, from inquiries to the City, EDC Utah, and/or from other such references.

The City and Agency will ensure that all development conforms to this plan and is approved by the City. All potential developers may need to provide a detailed development plan including sufficient financial information to provide the City and Agency with confidence in the sustainability of the development and the developer. Such a review may include a series of studies and reviews including reviews of the Developers financial statements, third-party verification of benefit of the development to the City, appraisal reports, etc.

Any participation between the Agency and developers and property owners shall be by an approved agreement.

Reason for Selection of the Project Area

UTAH CODE §17C-5-105(I)

The Project Area is the last large piece of developable land within the Freeport Center. Lifetime Products currently resides in over 25 buildings within the Freeport Center. Building their new distribution facility in the Project Area will increase their current capacity and footprint in the Freeport Center, which will increase the tax base to the City, County and State of Utah.

Description of Physical, Social and Economic Conditions Existing in the Project Area

UTAH CODE §17C-5-105(J)

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Physical Conditions

The Project Area consists of approximately 37 acres of relatively flat, privately owned land as shown on the Project Area map.

Social Conditions

The Project Area experiences a lack of connectivity and vitality. There are few residential units and no parks, libraries, or other social gathering places in the Project Area. This is in line with the contemplated uses of the area surrounding the Project Area, as the Freeport Center is a manufacturing, warehouse and distribution facility.

Economic Conditions

The Project Area is within the vicinity of the Freeport Center. The Agency wants to encourage development within the Project Area that will directly benefit the existing economic base of the City.

UTAH CODE §17C-5-105(K)

Description of any Tax Incentives Offered Private Entities for Facilities Located in the Project Area

Tax increment arising from the development within the Project Area shall be used for public infrastructure improvements, Agency requested improvements and upgrades, both off-site and on-site improvements, land and job-oriented incentives, desirable Project Area improvements, and other items as approved by the Agency. Subject to provisions of the Act, the Agency may agree to pay for eligible costs and other items from taxes during the tax increment period which the Agency deems to be appropriate under the circumstances. A cost benefit analysis will assist the Agency in making decisions about offering assistance.

In general, tax incentives may be offered to achieve the community reinvestment goals and objectives of this plan, specifically to:

- Foster and accelerate economic development;
- Stimulate job development;
- Promote the use of transit and the walkability of the area;
- Make needed infrastructure improvements to roads, street lighting, water, storm water, sewer, and parks and open space;
- Assist with property acquisition and/or land assembly; and
- Provide attractive development for high-quality tenants.

The Project Area Budget will include specific participation percentages and timeframes for each taxing entity. Furthermore, a resolution and interlocal agreement will formally establish the participation percentage and tax increment period for each taxing entity.

UTAH CODE §17C-5-105(2)

Anticipated Public Benefit to be Derived from the Community Development

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The Beneficial Influences upon the Tax Base of the Community

UTAH CODE §17C-5-105(2)(ii)(A)

The beneficial influences upon the tax base of the City and the other taxing entities will include increased property tax revenues, job growth, and housing opportunities. The increased revenues will come from the property values associated with new construction in the area, as well as increased land values that may occur, over time, in the area generally. Property values include land, buildings and personal property (machines, equipment, etc.).

Job growth in the Project Area will result in increased wages, increasing local purchases and benefiting existing businesses in the area. Job growth will also result in increased income taxes paid. Additionally, business growth will generate corporate income taxes.

There will also be a beneficial impact on the community through increased construction activity within the Project Area. Positive impacts will be felt through construction wages paid, as well as construction supplies purchased locally.

The Associated Business and Economic Activity Likely to be Stimulated

UTAH CODE §17C-5-105(2)(ii)(B)

Other business and economic activity likely to be stimulated includes increased spending by new and existing residents within the City and employees in the Project Area and in surrounding areas. This includes both direct and indirect purchases that are stimulated by the spending of the additional employees in the area.

Employees may make some purchases in the local area, such as convenience shopping for personal services (haircuts, banking, dry cleaning, etc.). The employees will not make all of their convenience or personal services purchases near their workplace and each employee's purchasing patterns will be different. However, it is reasonable to assume that a percentage of these annual purchases will occur within close proximity of the workplace (assuming the services are available).

Efforts to Maximize Private Investment

UTAH CODE §17C-5-105(2)(B)

The agency has formed a partnership with the developers to realize the vision of this project area. It is anticipated that the expansion will require over $60,000,000 of private capital. Creating a CRA will act as a catalyst for the expansion.

But For Analysis

UTAH CODE §17C-5-105(2)(C)

Lifetime Products has other potential expansion locations. Due to the high land costs of the Freeport Center, expanding in Clearfield is more cost-prohibitive than the other locations. But for the creation of the CRA and the public participation, the expansion would likely not occur in the City. Furthermore, losing the expansion may have long term consequences, as Lifetime may move additional facilities currently in the Freeport Center. Lifetime has informed the City that without public participation, they will select another site for their expansion. Public participation will bring $2,175,705 of benefit to the taxing entities.

Cost/Benefit Analysis

UTAH CODE §17C-5-105(2)

The Project Area Budget will include specific participation percentages and timeframes for each taxing entity. Furthermore, a resolution and interlocal agreement will formally establish the participation percentage and tax increment period for each taxing entity. With this understanding, the following

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represents the benefits (revenues) and costs (expenditures) anticipated in the Project Area. As shown below, the proposed community reinvestment will create a net benefit to Clearfield City and the other taxing entities that participate in the Project Area.

TABLE 2: SOURCES OF TAX INCREMENT FUNDS

Entity	Percentage	Length	Total	NPV at 4%
Davis County	75%	15 Years	$597,472	$431,104
Davis County Library	75%	15 Years	112,719	81,332
Davis School District	75%	15 Years	2,270,873	1,638,542
Clearfield City	75%	15 Years	523,125	377,459
Weber Basin Water Conservancy District	75%	15 Years	52,163	37,638
Mosquito Abatement District – Davis	75%	15 Years	32,077	23,145
North Davis Sewer District	75%	15 Years	284,496	205,277
North Davis Fire District	75%	15 Years	354,346	255,677
Total Sources of Tax Increment Funds			$4,227,271	$3,050,175

TABLE 3: BENEFIT ANALYSIS FOR TAXING ENTITIES

Entity	Property Tax*	Franchise Taxes	Total Incremental Revenues
Davis County	$199,157	-	$199,157
Davis County Library	37,573	-	37,573
Davis School District	756,958	-	756,958
Clearfield City	174,375	766,615	940,990
Weber Basin Water Conservancy District	17,388	-	17,388
Mosquito Abatement District – Davis	10,692	-	10,692
North Davis Sewer District	94,832	-	94,832
North Davis Fire District	118,115	-	118,115
Total Revenue	$1,409,090	$766,615	$2,175,705

* Property Tax revenues include only the incremental value going to the entity. The contribution to the Agency is not included.

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EXHIBIT A: Legal Description of Lifetime Products CRA

Freeport Center 700 West Subdivision

Proposed Lot 2 Boundary Description

A part of the Southwest Quarter of Section 2, Township 4 North, Range 2 West, Salt Lake Base and Meridian:

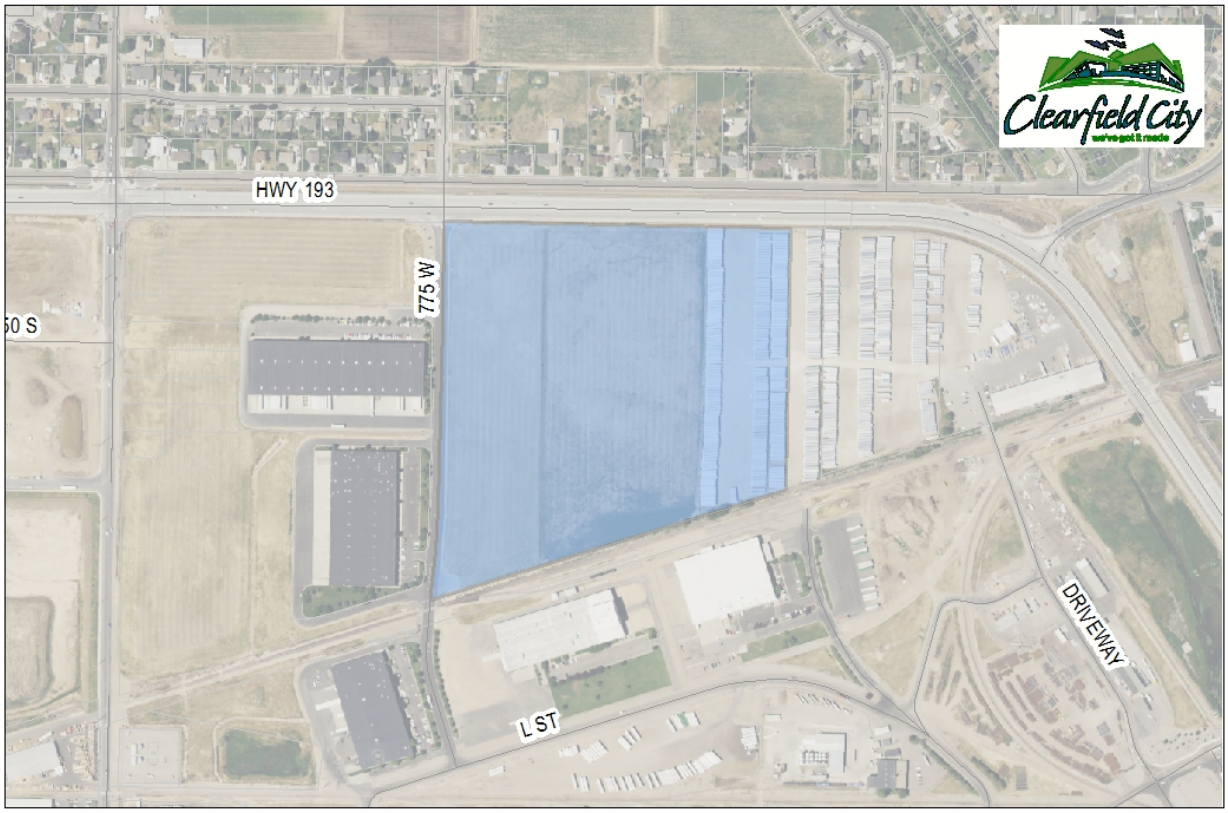
Beginning at a point on the South right of way line of Highway SR-193, said point is 1248.50 feet South 89°49'30" East (South 89°49'38" East by record) along the East-West Quarter Section Line; and 139.00 feet South 00°10'30" West from the West Quarter corner of said Section and running thence South 89°49'30" East (South 89°49'38" East by record) 1,400.20 feet along said South right of way line to the North-South Quarter Section line; thence South 00°11'45" West 924.26 feet along the said Quarter section line to the North line of the Union Pacific Railroad right of way; thence South 72°13'00" West (South 71°15' West by record) 1,495.03 feet along said North right of way line to the East right of way line; thence North 04°30'00" East 195.25 feet to a point of curvature; thence Northerly along the arc of a 2,671.76 feet radius curve to the left a distance of 201.68 feet (Central Angle equals 04°19'30", and Long Chord bears North 02°20'15" East 201.63 feet); thence North 00°10'30" East 989.04 feet to the POINT OF BEGINNING.

Containing 37.0733 acres, more or less.

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EXHIBIT B: Project Area Map

MAP OF PROPOSED PROJECT AREA BOUNDARIES



CLEARFIELD CITY LIFETIME CRA

Proposed CRA

0 275 550 1,100 Feet

LEWIS YOUNG ROBERTSON & BURNINGHAM, INC.

EXHIBIT C: Parcel List

Taxable Property Schedule (2018)		
Parcel_ID	Owner	Acres
12-02-10034	Freeport Center Associates	37.07
Total		37.07

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DRAFT PROJECT AREA BUDGET

LIFETIME PRODUCTS
COMMUNITY REINVESTMENT AREA (CRA)

CLEARFIELD COMMUNITY DEVELOPMENT
AND RENEWAL AGENCY, UTAH







AUGUST 2018

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Section 1: Introduction

The Clearfield Community Development and Renewal Agency (the "Agency"), following thorough consideration of the needs and desires of the City of Clearfield (the "City") and its residents, as well as understanding the City's capacity for new development, has carefully crafted the Project Area Plan (the "Plan") for the Lifetime Products Community Reinvestment Project Area (the "Project Area"). The Plan is the result of a comprehensive evaluation of the types of appropriate land-uses and economic development opportunities for the land encompassed by the Project Area which lies within the vicinity of the Freeport Center, generally to east of 775 and to the west and south of SR-193.

The Plan is envisioned to define the method and means of development for the Project Area from its current state to a higher and better use. The City has determined it is in the best interest of its citizens to assist in the development of the Project Area. This **Project Area Budget** document (the "Budget") is predicated upon certain elements, objectives and conditions outlined in the Plan and intended to be used as a financing tool to assist the Agency in meeting Plan objectives discussed herein and more specifically referenced and identified in the Plan.

The creation of the Project Area is being undertaken as a community reinvestment project pursuant to certain provisions of Chapters 1 and 5 of the Utah Community Reinvestment Agency Act (the "Act", Utah Code Annotated ("UCA") Title 17C). The requirements of the Act, including notice and hearing obligations, have been observed at all times throughout the establishment of the Project Area.

Section 2: Description of Community Development Project Area

The Project Area is in the vicinity of the Freeport Center and runs along the south side of SR-193, to the east of 775 W. Most of the land use in the project area is vacant. The Project Area is comprised of approximately 37 acres of property.

A map of the Project Area is attached hereto in **EXHIBIT A**.

Section 3: General Overview of Project Area Budget

The purpose of the Project Area Budget is to provide the financial framework necessary to implement the Project Area Plan vision and objectives. The Project Area Plan has identified that tax increment financing is essential to meet the objectives of the CRA Project Area. The following information will detail the sources and uses of tax increment and other necessary details needed for public officials, interested parties, and the public in general to understand the mechanics of the Project Area Budget.

Base Year Value

The Agency has determined that the base year property tax value for the Project Area will be the total taxable value for the 2017 tax year which is estimated to be $5,267,275. Using the tax rates established within the Project Area the property taxes levied equate to $74,274 annually. Accordingly, this amount will continue to flow through to each taxing entity proportional to the amount of their respective tax rates being levied.

Payment Trigger

Each Phase will have a fifteen-year (15) duration from the date of the first tax increment received by the Agency. The collection of tax increment will be triggered at the discretion of the Agency prior to March 1 of the tax year in which they intend to begin the collection of increment. The following year in which this increment will be remitted to the Agency will be Year 1, e.g., if requested prior to March 1, 2019, Year 1 of increment will be 2020. The first year of tax increment shall be determined by the Agency.

Projected Tax Increment Revenue – Total Generation

Development within the Project Area will commence upon favorable market conditions which will include both horizontal and vertical infrastructure and development. The Agency anticipates that new development will begin in the Project Area in 2018. The contemplated development will generate significant additional property tax revenue as well as incremental sales and use tax above what is currently generated within the Project Area.

Property Tax Increment will begin to be generated in the tax year (ending Dec 1st) following construction completion and Tax Increment will be paid to the Agency in March or April after collection. It is projected that property Tax Increment generation within the Project Area could begin as early as 2020 or as late as 2021. It is currently estimated that during the 15-year life of the Project Area Budget, property Tax Increment could be generated within the Project Area in the approximate amount of $5.64 million or at a net present value (NPV)[1] of $4.07 million. This amount is over and above the $1.11 million of base taxes that the property would generate over 15 years at the $74,274 annual amount it currently generates as shown in Table 4.1 below.

[1] Net Present Value of future cash flows assumes a 4% discount rate. The same 4% discount rate is used in all remaining NPV calculations. This total is prior to accounting for the flow-through of tax increment to the respective taxing entities.

Section 4: Property Tax Increment

Base Year Property Tax Revenue

The taxing entities are currently receiving - and will continue to receive - property tax revenue from the current assessed value of the property within the Project Area ("Base Taxes"). The current assessed value is estimated to be $5,267,275. Based upon the tax rates in the area, the collective taxing entities are receiving $74,274 in property tax annually from this Project Area. This equates to approximately $1,114,108 over the 15-year life of the Project Area.

TABLE 4.1: TOTAL BASE YEAR TO TAXING ENTITIES (OVER 15 YEARS)

Entity	Total	NPV at 4%
Davis County	$157,465	$116,717
Davis County Library	29,707	22,020
Davis School District	598,494	443,619
Clearfield City	137,871	102,193
Weber Basin Water Conservancy District	13,748	10,190
Mosquito Abatement District – Davis	8,454	6,266
North Davis Sewer District	74,980	55,577
North Davis Fire District	93,389	69,222
Total Revenue	**$1,114,108**	**$825,805**

Property Tax Increment Shared with RDA

All taxing entities that receive property tax generated within the Project Area, as detailed above, will share at least a portion of that increment generation with the Agency. All taxing entities will contribute 75% of their respective tax increment for 15 years. The City, County and the State will ***not*** contribute any portion of their incremental sales tax to implement the Project Area Plan. Table 4.2 shows the amount of Tax Increment shared with the Agency assuming the participation levels discussed above.

TABLE 4.2: SOURCES OF TAX INCREMENT FUNDS

Entity	Percentage	Length	Total	NPV at 4%
Davis County	75%	15 Years	$597,472	$431,104
Davis County Library	75%	15 Years	112,719	81,332
Davis School District	75%	15 Years	2,270,873	1,638,542
Clearfield City	75%	15 Years	523,125	377,459
Weber Basin Water Conservancy District	75%	15 Years	52,163	37,638
Mosquito Abatement District – Davis	75%	15 Years	32,077	23,145
North Davis Sewer District	75%	15 Years	284,496	205,277
North Davis Fire District	75%	15 Years	354,346	255,677
Total Sources of Tax Increment Funds			**$4,227,271**	**$3,050,175**

Uses of Tax Increment

Lifetime Products has other potential expansion locations. Due to the high land costs of the Freeport Center, expanding in Clearfield is more cost-prohibitive than the other locations. But for the creation of the CRA and the public participation, the expansion would likely not occur in the City. Furthermore, losing the expansion may have greater long-term circumstances, as Lifetime may move additional facilities currently in the Freeport Center.

The Agency will use 5% of the tax increment to administer the CRA. Most of the remaining tax increment collected by the Agency will be used to overcome the obstacles outlined above (85%). Including: offsetting certain on-site public infrastructure costs, development incentives, Agency requested improvements and upgrades, desirable Project Area improvements, and other redevelopment activities as approved by the Agency. The remaining 10% will go towards affordable housing, as required by the Act.

TABLE 4.3: USES OF TAX INCREMENT

Uses	Total	NPV at 4%
Redevelopment Activities	$3,593,180	$2,592,649
CRA Housing Requirement	422,727	305,017
Project Area Administration	211,364	152,509
Total Uses of Tax Increment Funds	**$4,227,271**	**$3,050,175**

A multi-year projection of tax increment is including in **EXHIBIT B**.

Total Annual Property Tax Revenue for Taxing Entities at Conclusion of Project

As described above, the collective taxing entities are currently receiving approximately $74,274 in property taxes annually from this Project Area. At the end of 15 years an additional $425,338 in property taxes annually is anticipated, totaling approximately $499,612 in property taxes annually for the area. "But for" the assistance provided by the RDA through tax increment revenues, this 573 percent increase in property taxes generated for the taxing entities would not be possible.

TABLE 4.4: TOTAL BASE YEAR AND END OF PROJECT LIFE ANNUAL PROPERTY TAXES

Entity	Annual Base Year Property Taxes	Annual Property Tax Increment at Conclusion of Project	Total Annual Property Taxes
Davis County	$10,498	$60,116	$70,614
Davis County Library	1,980	11,342	13,322
Davis School District	39,900	228,490	268,390
Clearfield City	9,191	52,636	61,827
Weber Basin Water Conservancy District	917	5,248	6,165
Mosquito Abatement District – Davis	564	3,228	3,791
North Davis Sewer District	4,999	26,625	33,624
North Davis Fire District	6,226	35,653	41,879
Total Revenue	**$74,274**	**$425,338**	**$499,612**

Section 5: Cost/Benefit Analysis

Additional Revenues

Other Tax Revenues

The development within the Project Area will also generate sales taxes, energy sales and use taxes for natural gas and telecommunications.

Table 5.1 shows the total revenues generated by the Project Area. This total includes the anticipated property tax increment and energy sales and use tax.

TABLE 5.1 TOTAL REVENUES

Entity	Property Tax	Franchise Tax	Total Incremental Revenues
Davis County	$769,629	-	$769,629
Davis County Library	150,292	-	150,292
Davis School District	3,027,830	-	3,027,830
Clearfield City	697,500	$766,615	1,464,115
Weber Basin Water Conservancy District	69,550	-	69,550
Mosquito Abatement District – Davis	42,769	-	42,769
North Davis Sewer District	379,328	-	379,328
North Davis Fire District	472,461	-	472,461
Total Revenue	**$5,636,361**	**$766,615**	**$6,402,976**

Additional Costs

The development anticipated within the Project Area will also likely result in additional general government, public works, and public safety costs. These costs, along with the estimated budget to implement the Project Area Plan, are identified below.

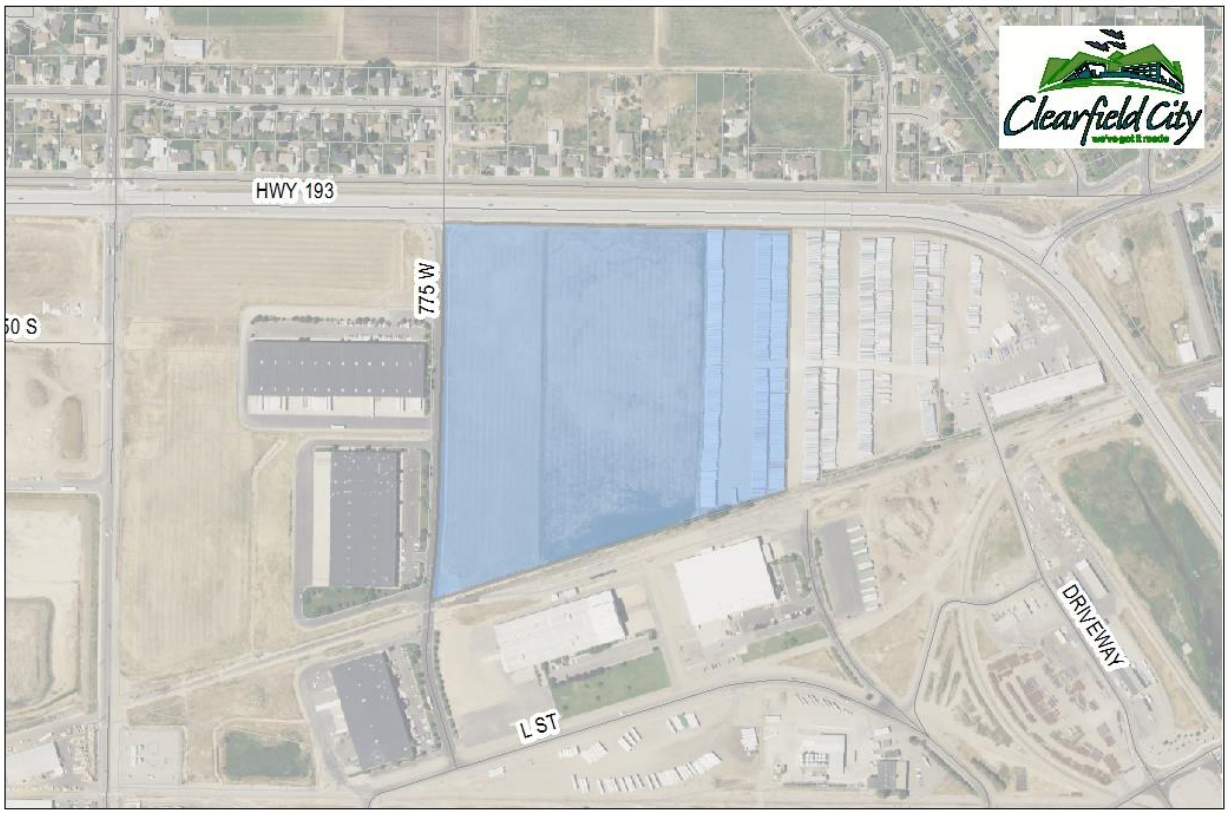
TABLE 5.2 TOTAL EXPENDITURES

Entity	CRA Budget	General Government	Public Works	Public Safety	Total Incremental Expenditures
Davis County	$597,472	$82,522	-	-	$679,994
Davis County Library	112,719	-[2]	-	-	112,719
Davis School District	2,270,873	63,423	-	-	2,334,296
Clearfield City	523,125	173,591	46,575	122,472	865,763
Weber Basin Water Conservancy District	52,163	8,549	-	-	60,712
Mosquito Abatement District – Davis	32,077	1,276	-	-	33,353
North Davis Sewer District	284,496	1,758	-	-	286,254
North Davis Fire District	354,346	23,087	-	-	377,433
Total Expenditures	**$4,227,271**	**$354,206**	**$46,575**	**$122,472**	**$4,750,524**

The total net benefit to the taxing entities of participating in the Project Area is $1,652,452, with the City's net benefit being $598,352.

[2] The Library's General Government expenditure is included in the County's $82,522 expense.

Exhibit A: Project Area Map



CLEARFIELD CITY LIFETIME CRA

Proposed CRA

0 275 550 1,100 Feet

LEWIS YOUNG ROBERTSON & BURNINGHAM, INC.

Exhibit B: Multi-Year Budget

REDEVELOPMENT AGENCY OF CLEARFIELD
Lifetime Products Development
Increment and Budget Analysis

ASSUMPTIONS:	
Discount Rate	4.0%
Inflation Rate	2.5%

INCREMENTAL TAX ANALYSIS:	*Payment Year*	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034		
	Tax Year	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	TOTALS	NPV
Cumulative Taxable Value	*Year*	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15		
Building Value		$14,676,000	$14,676,000	$14,676,000	$14,676,000	$14,676,000	$23,848,500	$23,848,500	$23,848,500	$23,848,500	$23,848,500	$23,848,500	$23,848,500	$23,848,500	$23,848,500	$23,848,500		
Land Value		$2,737,920	$2,737,920	$2,737,920	$2,737,920	$2,737,920	$2,737,920	$2,737,920	$2,737,920	$2,737,920	$2,737,920	$2,737,920	$2,737,920	$2,737,920	$2,737,920	$2,737,920		
Personal Property Value		$2,201,400	$2,201,400	$2,201,400	$2,201,400	$2,201,400	$3,577,275	$3,577,275	$3,577,275	$3,577,275	$3,577,275	$3,577,275	$3,577,275	$3,577,275	$3,577,275	$3,577,275		
Total Assessed Value:		$19,615,320	$19,615,320	$19,615,320	$19,615,320	$19,615,320	$30,163,695	$30,163,695	$30,163,695	$30,163,695	$30,163,695	$30,163,695	$30,163,695	$30,163,695	$30,163,695	$30,163,695		
Value of Current Property		$5,267,275	$5,267,275	$5,267,275	$5,267,275	$5,267,275	$5,267,275	$5,267,275	$5,267,275	$5,267,275	$5,267,275	$5,267,275	$5,267,275	$5,267,275	$5,267,275	$5,267,275		
Less Base Year Value		$ (5,267,275)	$ (5,267,275)	$ (5,267,275)	$ (5,267,275)	$ (5,267,275)	$ (5,267,275)	$ (5,267,275)	$ (5,267,275)	$ (5,267,275)	$ (5,267,275)	$ (5,267,275)	$ (5,267,275)	$ (5,267,275)	$ (5,267,275)	$ (5,267,275)		
TOTAL INCREMENTAL VALUE:		$19,615,320	$19,615,320	$19,615,320	$19,615,320	$19,615,320	$30,163,695	$30,163,695	$30,163,695	$30,163,695	$30,163,695	$30,163,695	$30,163,695	$30,163,695	$30,163,695	$30,163,695		
TAX RATE & INCREMENT ANALYSIS:	2017 Rates																	
Davis County	0.001993	39,093	39,093	39,093	39,093	39,093	60,116	60,116	60,116	60,116	60,116	60,116	60,116	60,116	60,116	60,116	796,629	574,805
Davis County Library	0.000376	7,375	7,375	7,375	7,375	7,375	11,342	11,342	11,342	11,342	11,342	11,342	11,342	11,342	11,342	11,342	150,292	108,443
Davis School District	0.007575	148,586	148,586	148,586	148,586	148,586	228,490	228,490	228,490	228,490	228,490	228,490	228,490	228,490	228,490	228,490	3,027,830	2,184,722
Clearfield City	0.001745	34,229	34,229	34,229	34,229	34,229	52,636	52,636	52,636	52,636	52,636	52,636	52,636	52,636	52,636	52,636	697,500	503,279
Weber Basin Water Conservancy District	0.000174	3,413	3,413	3,413	3,413	3,413	5,248	5,248	5,248	5,248	5,248	5,248	5,248	5,248	5,248	5,248	69,550	50,184
Mosquito Abatement District - Davis	0.000107	2,099	2,099	2,099	2,099	2,099	3,228	3,228	3,228	3,228	3,228	3,228	3,228	3,228	3,228	3,228	42,769	30,860
North Davis Sewer District	0.000949	18,615	18,615	18,615	18,615	18,615	28,625	28,625	28,625	28,625	28,625	28,625	28,625	28,625	28,625	28,625	379,328	273,703
North Davis Fire District	0.001182	23,185	23,185	23,185	23,185	23,185	35,653	35,653	35,653	35,653	35,653	35,653	35,653	35,653	35,653	35,653	472,461	340,903
Totals:	0.014101	276,596	276,596	276,596	276,596	276,596	425,338	425,338	425,338	425,338	425,338	425,338	425,338	425,338	425,338	425,338	5,636,361	4,066,900
TOTAL INCREMENTAL REVENUE IN PROJECT AREA:		$276,596	$276,596	$276,596	$276,596	$276,596	$425,338	$425,338	$425,338	$425,338	$425,338	$425,338	$425,338	$425,338	$425,338	$425,338	$5,636,361	$4,066,900
PROJECT AREA BUDGET		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034		
Sources of Funds:		2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	TOTALS	NPV
Property Tax Participation Rate for Budget																		
Davis County		75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%		
Davis County Library		75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%		
Davis School District		75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%		
Clearfield City		75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%		
Weber Basin Water Conservancy District		75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%		
Mosquito Abatement District - Davis		75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%		
North Davis Sewer District		75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%		
North Davis Fire District		75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%	75%		
Property Tax Increment for Budget																		
Davis County		$29,320	$29,320	$29,320	$29,320	$29,320	$45,087	$45,087	$45,087	$45,087	$45,087	$45,087	$45,087	$45,087	$45,087	$45,087	$597,472	$431,104
Davis County Library		$5,532	$5,532	$5,532	$5,532	$5,532	$8,506	$8,506	$8,506	$8,506	$8,506	$8,506	$8,506	$8,506	$8,506	$8,506	$112,719	$81,332
Davis School District		$111,440	$111,440	$111,440	$111,440	$111,440	$171,367	$171,367	$171,367	$171,367	$171,367	$171,367	$171,367	$171,367	$171,367	$171,367	$2,270,873	$1,638,542
Clearfield City		$25,672	$25,672	$25,672	$25,672	$25,672	$39,477	$39,477	$39,477	$39,477	$39,477	$39,477	$39,477	$39,477	$39,477	$39,477	$523,125	$377,459
Weber Basin Water Conservancy District		$2,560	$2,560	$2,560	$2,560	$2,560	$3,936	$3,936	$3,936	$3,936	$3,936	$3,936	$3,936	$3,936	$3,936	$3,936	$52,163	$37,638
Mosquito Abatement District - Davis		$1,574	$1,574	$1,574	$1,574	$1,574	$2,421	$2,421	$2,421	$2,421	$2,421	$2,421	$2,421	$2,421	$2,421	$2,421	$32,077	$23,145
North Davis Sewer District		$13,961	$13,961	$13,961	$13,961	$13,961	$21,469	$21,469	$21,469	$21,469	$21,469	$21,469	$21,469	$21,469	$21,469	$21,469	$284,496	$205,277
North Davis Fire District		$17,389	$17,389	$17,389	$17,389	$17,389	$26,740	$26,740	$26,740	$26,740	$26,740	$26,740	$26,740	$26,740	$26,740	$26,740	$354,346	$255,677
Total Property Tax Increment for Budget:		$207,447	$207,447	$207,447	$207,447	$207,447	$319,004	$319,004	$319,004	$319,004	$319,004	$319,004	$319,004	$319,004	$319,004	$319,004	$4,227,271	$3,050,175
Uses of Tax Increment Funds:		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	TOTALS	NPV
Redevelopment Activities (Infrastructure, Relocation, Incentives, etc.)	85.0%	$176,330	$176,330	$176,330	$176,330	$176,330	$271,153	$271,153	$271,153	$271,153	$271,153	$271,153	$271,153	$271,153	$271,153	$271,153	$3,593,180	$2,592,649
CRA Housing Requirement	10.0%	$20,745	$20,745	$20,745	$20,745	$20,745	$31,900	$31,900	$31,900	$31,900	$31,900	$31,900	$31,900	$31,900	$31,900	$31,900	$422,727	$305,017
RDA Administration	5.0%	$10,372	$10,372	$10,372	$10,372	$10,372	$15,950	$15,950	$15,950	$15,950	$15,950	$15,950	$15,950	$15,950	$15,950	$15,950	$211,364	$152,509
Total Uses		$207,447	$207,447	$207,447	$207,447	$207,447	$319,004	$319,004	$319,004	$319,004	$319,004	$319,004	$319,004	$319,004	$319,004	$319,004	$4,227,271	$3,050,175
REMAINING TAX REVENUES FOR TAXING ENTITIES		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	TOTALS	NPV
Davis County		$9,773	$9,773	$9,773	$9,773	$9,773	$15,029	$15,029	$15,029	$15,029	$15,029	$15,029	$15,029	$15,029	$15,029	$15,029	$199,157	$143,701
Davis County Library		$1,844	$1,844	$1,844	$1,844	$1,844	$2,835	$2,835	$2,835	$2,835	$2,835	$2,835	$2,835	$2,835	$2,835	$2,835	$37,573	$27,111
Davis School District		$37,147	$37,147	$37,147	$37,147	$37,147	$57,122	$57,122	$57,122	$57,122	$57,122	$57,122	$57,122	$57,122	$57,122	$57,122	$756,958	$546,181
Clearfield City		$8,557	$8,557	$8,557	$8,557	$8,557	$13,159	$13,159	$13,159	$13,159	$13,159	$13,159	$13,159	$13,159	$13,159	$13,159	$174,375	$125,820
Weber Basin Water Conservancy District		$853	$853	$853	$853	$853	$1,312	$1,312	$1,312	$1,312	$1,312	$1,312	$1,312	$1,312	$1,312	$1,312	$17,388	$12,546
Mosquito Abatement District - Davis		$525	$525	$525	$525	$525	$807	$807	$807	$807	$807	$807	$807	$807	$807	$807	$10,692	$7,715
North Davis Sewer District		$4,654	$4,654	$4,654	$4,654	$4,654	$7,156	$7,156	$7,156	$7,156	$7,156	$7,156	$7,156	$7,156	$7,156	$7,156	$94,832	$68,426
North Davis Fire District		$5,796	$5,796	$5,796	$5,796	$5,796	$8,913	$8,913	$8,913	$8,913	$8,913	$8,913	$8,913	$8,913	$8,913	$8,913	$118,115	$85,226
Total		$69,149	$69,149	$69,149	$69,149	$69,149	$106,335	$106,335	$106,335	$106,335	$106,335	$106,335	$106,335	$106,335	$106,335	$106,335	$1,409,090	$1,016,725