

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
October 13, 2020 – 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.

Councilmember Bush will participate in the meetings electronically.

Multipurpose Room
55 South State Street
Second Floor
Clearfield, Utah

6:00 P.M. WORK SESSION

Discussion on the Final Subdivision Plat for the Alvey Subdivision Located
at Approximately 2305 South Main Street (TIN: 12-075-0081)

Discussion on the Community Development Block Grant (CDBG) 2019/2020
Consolidated Annual Performance Evaluation Report (CAPER)

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

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

7:00 P.M. POLICY SESSION

CALL TO ORDER:

OPENING CEREMONY:

APPROVAL OF MINUTES:

Mayor Shepherd

Councilmember Peterson

August 25, 2020 – Work Session

September 8, 2020 – Work Session

September 8, 2020 – Policy Session

PRESENTATION:

1. SWEARING-IN OF NEW CLEARFIELD POLICE OFFICERS ALLEN PORTER, KAI ADAIR, AND NATHAN BOWLER

2. PRESENTATION OF THE YARD OF THE YEAR AWARDS

BACKGROUND: The Parks and Recreation Commission selected the winners for the annual “Yard of the Year Contest.” Staff and Council are pleased to recognize the winners for doing their part in beautifying our community. John and Shayleen Salmond were selected as the first place winners, with Alan and Danielle John and Douglas Call as runners up.

SCHEDULED ITEMS:

3. **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.

COMMUNICATION ITEMS:

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

*****ADJOURN AS THE CITY COUNCIL*****

Dated this 8th day of October, 2020.

/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.



Planning Commission

STAFF REPORT

AGENDA ITEM
#3

TO: Clearfield City Planning Commission

FROM: Brad McIlrath, Senior Planner
brad.mcilrath@clearfieldcity.org
(801) 525-2784

MEETING DATE: Wednesday, October 7th, 2020

SUBJECT: Discussion and Possible Action on **PSP & FSP 2020-090021**, a preliminary and final subdivision plat request by Nathan Alvey to subdivide the subject property into 3 lots for the purpose of adding two single-family flag lots. **Location:** 2305 S. Main Street (TIN: 12-075-0081). **Project Area:** 0.82 Acres. **Planner:** Brad McIlrath (**Administrative Matter**).

RECOMMENDATION

Staff recommends that the Planning Commission move to **approve as conditioned, PSP 2020-090021**, a preliminary subdivision plat request by Nathan Alvey for a three-lot subdivision of the subject property located at 2305 S. Main Street (TIN: 12-075-0081). This recommendation is based on the subdivision discussion and findings in the Staff Report.

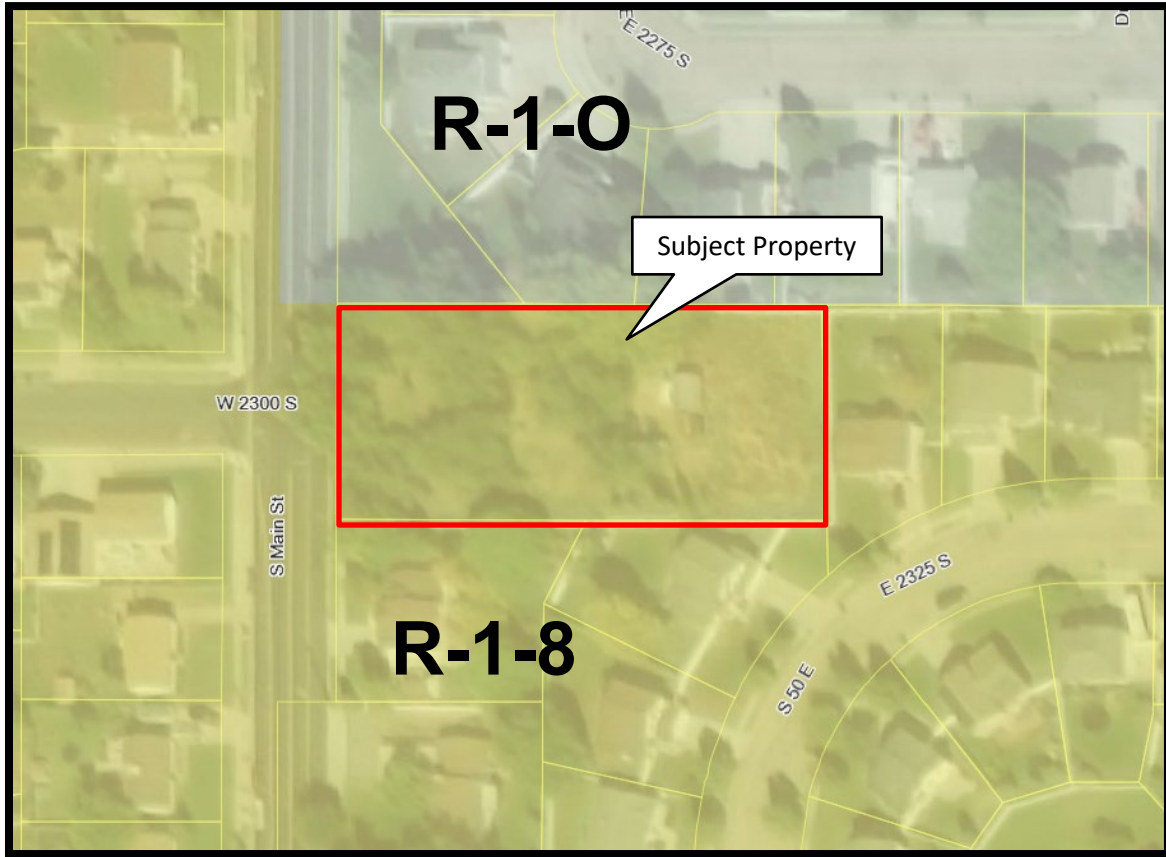
Staff recommends that the Planning Commission forward a recommendation of **approval** to the Clearfield City Council for **FSP 2020-090021 as conditioned**; a final subdivision plat request by Nathan Alvey for a three-lot subdivision of the subject property located at 2305 S. Main Street (TIN: 12-075-0081). This recommendation is based on the subdivision discussion and findings in the Staff Report.

PROJECT SUMMARY

Project Information	
Project Name	Alvey Subdivision
Site Location	2305 S. Main Street
Tax ID Number	12-075-0081
Applicant	Nathan Alvey
Owners	Mark Stubler
Proposed Actions	Preliminary and Final Subdivision Plat Approval
Current Zoning	R-1-8 (Residential)
General Plan Land Use Classification	Residential
Gross Site	0.82 Acres

Surrounding Properties and Uses:		Current Zoning District	General Plan Land Use Classification
North	Residential Single-Family	R-1-Open (Residential)	Residential
East	Residential Single-Family	R-1-8 (Residential)	Residential
South	Residential Single-Family	R-1-8 (Residential)	Residential
West	Residential Single-Family	R-1-8 (Residential)	Residential

Aerial Image & Zoning



BACKGROUND & OVERVIEW

The applicant is requesting approval to subdivide the property into two flag lots and one regular lot subject to the development standards of the R-1-8 zone. The two flag lots will each have access on the same side of the regular lot and are designed to allow full access for ambulance and fire truck apparatus. Lot 1 (the front regular lot) will have an area of 9,243 square feet (0.212 acres) and will allow the existing home to remain in place. Lot 2 (middle lot) will have an area of 11,471 square feet (0.263 acres) and is provided with a 14 foot access flag staff for the property. Lot 3 (rear lot) will have an area of 14,303 square feet (0.328 acres) and will also have a 14 foot access flag staff. The access for lots 2 and 3 will be combined to provide a twenty eight foot (28') access easement for the two lots which will also include a fire turnaround. The purpose behind the cross access easement is to ensure full access for emergency vehicles, especially fire trucks. Without this shared access easement, each lot would be required to provide a fire truck turnaround. Based upon multiple conversations with the Deputy Fire

Chief at the North Davis Fire District, this was the design that was acceptable for safe and convenient fire access.

Flag Lot Standards

As outlined in Section 11-13-9 of the Clearfield City Code, flag lots are permitted within Clearfield City subject to the following development standards.

A. Frontage And Dimensions: Where permitted, the staff or handle portion of the lots shall front on a public street. The minimum width of the staff portion of the flag lot shall be fourteen feet (14') for residential uses and twenty feet (20') for nonresidential uses. The maximum length of the staff shall be two hundred feet (200'). The main or flag portion of the lot shall conform to the minimum lot size requirements of the zone in which the lot is located.

B. Yard Requirements: The front yard shall be considered that side of the flag portion that adjoins the staff. The minimum front yard setback shall be twenty feet (20'). All other yard requirements for buildings in the flag portion of the lot shall conform to the regulations of the zone in which the lot is located.

C. Construction In Staff Portion: No building or construction, except for a driveway, shall be allowed in the staff portion of the lot unless the minimum width thereof is the same or greater than the minimum lot width allowed in the zone. (Ord. 2009-40, 11-24-2009)

As stated in the yard requirements above, "the front yard shall be considered that side of the flag portion that adjoins the staff. For lot 3 (rear lot) the front lot line and front yard is the west property line that abuts lot 2. The setbacks and buildable area for lot 3 will need to be revised to comply with this standard. The proposed flag lots comply with all other standards listed above.

General Plan and Zoning

The proposed subdivision complies with the goals and objectives of the General Plan and is in compliance with zoning standards for the R-1-8 Zone and Section 11-13-9 which regulates flag lots.

PRELIMINARY AND FINAL SUBDIVISION PLAT REVIEW

The subdivision plat submission includes a plat, demolition and site plan, a grading, drainage, and utility plan, and an erosion control plan. The Clearfield City Engineer has reviewed the plans and provided a review letter which is included as an attachment to this report. As required by ordinance, the applicant will need to provide a geotechnical report for review by the City Engineer. Public Works staff along with the North Davis Fire District have been provided with the plans to review but have not provided comment to date.

Public Comment

A public notice sign was posted on September 28th, 2020. As of the date of this report, no comments have been received.

PRELIMINARY AND FINAL SUBDIVISION PLAT - CONDITIONS OF APPROVAL

Based upon review of Clearfield City ordinances for the proposed subdivision, Staff recommends that the Planning Commission approve the preliminary subdivision plat and recommend approval of the final subdivision plat to the Clearfield City Council, subject to the following conditions:

- 1) The setbacks and buildable area for lot 3 shall be revised to have the west property line (shared property line with lot 2) as the front lot line and front yard. The north and south property lines are to be the side yards, and the rear yard the east property line.
- 2) A geotechnical report shall be submitted for review and approval by Clearfield City Engineering staff.
- 3) Plans shall be revised to address Clearfield City Engineering requirements prior to obtaining final signatures on the plat and recording of the plat.
- 4) An Escrow agreement or bond for the public improvements shall be approved by the City Engineer and posted prior to the recordation of the plat as outlined in Section 12-9-2 of the subdivision ordinance.
- 5) 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, sidewalks, landscaping park strip improvements, driveways, etc.

ATTACHMENTS

1. Subdivision Plat
2. Subdivision Improvement Drawings
3. Engineering Review Letter #1 dated 2 October 2020



Know what's below.
Call before you dig.

CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

ALVEY SUBDIVISION

2305 SOUTH MAIN STREET
CLEARFIELD, UTAH

INDEX OF DRAWINGS

1 OF 1	SUBDIVISION PLAT
C-001	GENERAL NOTES
C-100	DEMOLITION/SITE PLAN
C-200	GRADING, DRAINAGE AND UTILITY PLAN
C-300	EROSION CONTROL PLAN
C-400	DETAILS

FOR REVIEW
NOT FOR CONSTRUCTION

DATE PRINTED
September 8, 2020

NOTICE TO CONTRACTOR

ALL CONTRACTORS AND SUBCONTRACTORS PERFORMING WORK SHOWN ON OR RELATED TO THESE PLANS SHALL CONDUCT THEIR OPERATIONS SO THAT ALL EMPLOYEES ARE PROVIDED A SAFE PLACE TO WORK AND THE PUBLIC IS PROTECTED. ALL CONTRACTORS AND SUBCONTRACTORS SHALL COMPLY WITH THE "OCCUPATIONAL SAFETY AND HEALTH REGULATIONS OF THE U.S. DEPARTMENT OF LABOR AND THE STATE OF UTAH DEPARTMENT OF INDUSTRIAL RELATIONS CONSTRUCTION SAFETY ORDERS." THE CIVIL ENGINEER SHALL NOT BE RESPONSIBLE IN ANY WAY FOR THE CONTRACTORS AND SUBCONTRACTORS COMPLIANCE WITH SAID REGULATIONS AND ORDERS.

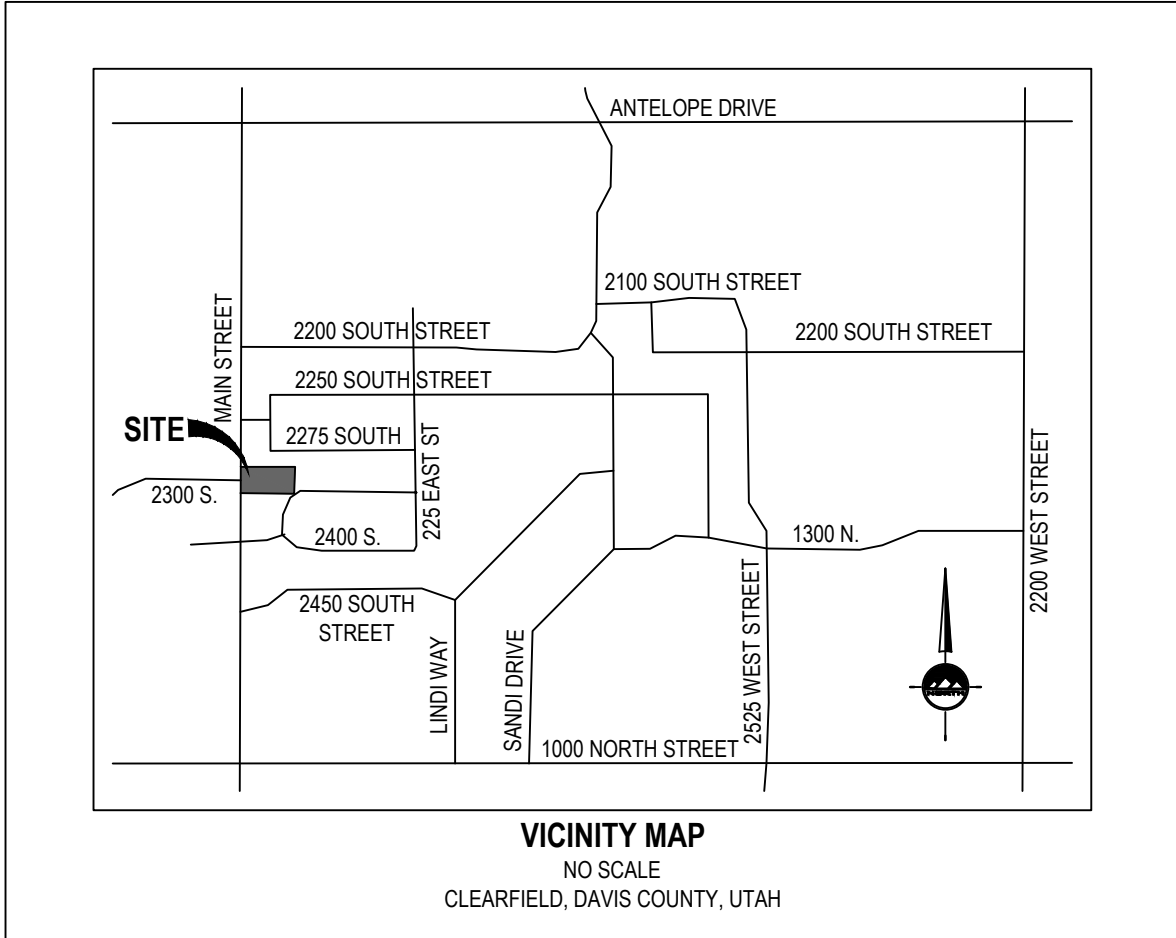
CONTRACTOR FURTHER AGREES TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB-SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER AND THE CIVIL 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 ENGINEER.

NOTICE TO DEVELOPER/ CONTRACTOR

UNAPPROVED DRAWINGS REPRESENT WORK IN PROGRESS, ARE SUBJECT TO CHANGE, AND DO NOT CONSTITUTE A FINISHED ENGINEERING PRODUCT. ANY WORK UNDERTAKEN BY DEVELOPER OR CONTRACTOR BEFORE PLANS ARE APPROVED IS UNDERTAKEN AT THE SOLE RISK OF THE DEVELOPER, INCLUDING BUT NOT LIMITED TO BIDS, ESTIMATION, FINANCING, BONDING, SITE CLEARING, GRADING, INFRASTRUCTURE CONSTRUCTION, ETC.

UTILITY DISCLAIMER

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



GENERAL NOTES

- ALL WORK SHALL CONFORM TO CLEARFIELD CITY STANDARDS & SPECIFICATIONS.
- CALL BLUE STAKES AT LEAST 48 HOURS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION ACTIVITIES.
- BENCHMARK ELEVATION = WEST QUARTER CORNER OF SECTION 13, TOWNSHIP 4 NORTH, RANGE 2 WEST SALT LAKE BASE AND MERIDIAN ELEV. = 4388.216'



LAYTON
919 North 400 West
Layton, UT 84041
Phone: 801.547.1100

SALT LAKE CITY
Phone: 801.255.0529

TOOELE
Phone: 435.843.3590

CEDAR CITY
Phone: 435.865.1453

RICHFIELD
Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
NATHAN ALVEY
2116 GRASSY PLAIN DRIVE
KAYSVILLE, UTAH 84037

CONTACT:
NATHAN ALVEY
PHONE: 801-570-5996

ALVEY SUBDIVISION

2305 SOUTH MAIN STREET
CLEARFIELD, UTAH



NO.	DATE	REVISION	BY
1		FOR REVIEW	
2			
3			
4			
5			
6			
7			
8			

COVER

PROJECT NUMBER
9889

PRINT DATE
9/8/20

DRAWN BY
J.MOSS

CHECKED BY
C.PRESTON

PROJECT MANAGER
T.WILLIAMS

GENERAL NOTES

1. ALL CONSTRUCTION MUST STRICTLY FOLLOW THE STANDARDS AND SPECIFICATIONS SET FORTH BY: THE DESIGN ENGINEER, LOCAL AGENCY JURISDICTION, APWA (CURRENT EDITION), AND THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (M.U.T.C.D.). THE ORDER LISTED ABOVE IS ARRANGED BY SENIORITY. THE LATEST EDITION OF ALL STANDARDS AND SPECIFICATIONS MUST BE ADHERED TO. 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 THE MOST CURRENT COPY OF THE SOILS REPORT FOR THIS PROJECT. ALL GRADING INCLUDING BUT NOT LIMITED TO CUT, FILL, COMPACTION, ASPHALT SECTION, SUBBASE, TRENCH EXCAVATION/BACKFILL, SITE GRUBBING, AND FOOTINGS MUST BE COORDINATED DIRECTLY WITH SOILS REPORT.
3. CONTRACTOR MUST VERIFY ALL EXISTING CONDITIONS BEFORE BIDDING, AND BRING UP ANY QUESTIONS BEFORE SUBMITTING BID.
4. CONTRACTOR SHALL PROVIDE A CONSTRUCTION SCHEDULE IN ACCORDANCE WITH THE CITY, STATE, OR COUNTY REGULATIONS FOR WORKING IN THE PUBLIC WAY.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR DUST CONTROL ACCORDING TO GOVERNING AGENCY STANDARDS. WET DOWN DRY MATERIALS AND RUBBISH TO PREVENT BLOWING.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO ADJACENT SURFACE IMPROVEMENTS.
7. CONTRACTOR SHALL BE RESPONSIBLE FOR CORRECTING ANY SETTLEMENT OF OR DAMAGE TO EXISTING UTILITIES.
8. THE CONTRACTOR IS RESPONSIBLE TO FURNISH ALL MATERIALS TO COMPLETE THE PROJECT.
9. ALL EXPOSED SURFACES WILL HAVE A TEXTURED FINISH, RUBBED, OR BROOMED. ANY "PLASTERING" OF NEW CONCRETE WILL BE DONE WHILE IT IS STILL "GREEN".
10. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS RECEIVED AND THOROUGHLY REVIEWED ALL PLANS AND OTHER DOCUMENTS APPROVED BY ALL OF THE PERMITTING AUTHORITIES.
11. THE LOCATIONS OF UNDERGROUND FACILITIES SHOWN ON THESE PLANS ARE BASED ON FIELD SURVEYS AND LOCAL UTILITY COMPANY RECORDS. IT SHALL BE THE CONTRACTOR'S FULL RESPONSIBILITY TO CONTACT THE VARIOUS UTILITY COMPANIES TO LOCATE THEIR FACILITIES PRIOR TO PROCEEDING WITH CONSTRUCTION. NO ADDITIONAL COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR DAMAGE AND REPAIR TO THESE FACILITIES CAUSED BY HIS WORK FORCE. CONTRACTOR SHALL START INSTALLATION AT LOW POINT OF ALL NEW GRAVITY UTILITY LINES.
12. ALL DIMENSIONS, GRADES, AND UTILITY DESIGN SHOWN ON THE PLANS SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR SHALL NOTIFY THE ENGINEER IF ANY DISCREPANCIES EXIST, PRIOR TO PROCEEDING WITH CONSTRUCTION FOR NECESSARY PLAN OR GRADE CHANGES. NO EXTRA COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR WORK HAVING TO BE REDONE DUE TO THE DIMENSIONS OR GRADES SHOWN INCORRECTLY ON THESE PLANS, IF SUCH NOTIFICATION HAS NOT BEEN GIVEN.
13. NO CHANGE IN DESIGN LOCATION OR GRADE WILL BE MADE BY THE CONTRACTOR WITHOUT THE WRITTEN APPROVAL OF THE PROJECT ENGINEER.
14. NATURAL VEGETATION AND SOIL COVER SHALL NOT BE DISTURBED PRIOR TO ACTUAL CONSTRUCTION OF A REQUIRED FACILITY OR IMPROVEMENT. MASS CLEARING OF THE SITE IN ANTICIPATION OF CONSTRUCTION SHALL BE AVOIDED.
15. CONTRACTOR SHALL BE RESPONSIBLE FOR FURNISHING, MAINTAINING, OR RESTORING ALL MONUMENTS AND MONUMENT REFERENCE MARKS WITHIN THE PROJECT SITE. CONTACT THE CITY OR COUNTY SURVEYOR FOR MONUMENT LOCATIONS AND CONSTRUCTION DETAILS.
16. EXISTING UTILITY INFORMATION SHOWN IS FOR INFORMATIONAL PURPOSES ONLY. IT IS DERIVED FROM ON-SITE SURVEY AND/OR UTILITY MAPPING PROVIDED TO THE ENGINEER, AND THEREFORE UTILITIES MAY NOT BE LOCATED CORRECTLY, EITHER HORIZONTALLY OR VERTICALLY, AND MAY NOT BE ALL INCLUSIVE. CONTRACTOR IS REQUIRED TO FOLLOW THE PROCEDURE OUTLINED BELOW:
- 16.1. CONTRACTOR IS REQUIRED TO LOCATE AND POTHOLE ALL EXISTING UTILITY LINES (BOTH HORIZONTALLY AND VERTICALLY) THAT AFFECT THE PROJECT CONSTRUCTION, EITHER ON-SITE OR OFF-SITE, AND DETERMINE IF THERE ARE ANY CONFLICTS WITH THE DESIGN OF THE SITE AS SHOWN ON THE APPROVED PLANS PRIOR TO ANY CONSTRUCTION. IF IT IS DETERMINED THAT CONFLICTS EXIST BETWEEN EXISTING UTILITIES AND DESIGN UTILITIES (OR ANOTHER ASPECT OF PROPOSED CONSTRUCTION) THE ENGINEER MUST BE NOTIFIED IMMEDIATELY TO CORRECT THE CONFLICTS BEFORE ANY WORK CAN BEGIN. IF THE CONTRACTOR FAILS TO FOLLOW THIS ABSOLUTE REQUIREMENT AND CONFLICTS ARISE DURING CONSTRUCTION THE CONTRACTOR WILL BEAR THE SOLE RESPONSIBILITY TO FIX THE CONFLICTS.
- 16.2. CONTRACTOR IS REQUIRED TO VERIFY THAT PROPER COVER AND PROTECTION OF EXISTING UTILITY LINES IS MAINTAINED OR ATTAINED WITHIN THE DESIGN ONCE VERIFICATION OF THE EXISTING UTILITIES IS COMPLETED AS OUTLINED IN 16.1 ABOVE.
- 16.3. IN ADDITION TO 16.1 AND 16.2 ABOVE THE CONTRACTOR WILL VERIFY DEPTHS OF UTILITIES IN THE FIELD BY "POT-HOLING" A MINIMUM OF 300 FEET AHEAD OF PROPOSED PIPELINE CONSTRUCTION TO AVOID POTENTIAL CONFLICTS WITH DESIGNED PIPELINE ALIGNMENT AND GRADE AND EXISTING UTILITIES.
- 16.4. IF A CONFLICT ARISES BETWEEN EXISTING UTILITIES AND DESIGN UTILITIES (OR ANOTHER ASPECT OF PROPOSED CONSTRUCTION) AS DETERMINED UNDER 16.1, 16.2 OR 16.3 THE CONTRACTOR WILL NOTIFY THE ENGINEER IMMEDIATELY TO RESOLVE THE CONFLICT.
- 16.5. IF A CONFLICT ARISES BETWEEN EXISTING UTILITIES AND DESIGN UTILITIES (OR ANOTHER ASPECT OF PROPOSED CONSTRUCTION) RESULTING FROM THE CONTRACTOR'S NEGLIGENCE TO IDENTIFY AND/OR POTHOLE EXISTING UTILITIES AS REQUIRED IN 16.1, 16.2 AND 16.3 ABOVE, THE CONTRACTOR WILL BE REQUIRED TO RESOLVE THE CONFLICT WITHOUT ADDITIONAL COST OR CLAIM TO THE OWNER OR ENGINEER.
17. ANY AREA OUTSIDE THE LIMIT OF WORK THAT IS DISTURBED SHALL BE RESTORED TO ITS ORIGINAL CONDITION AT NO COST TO OWNER.
18. CONSULT ALL OF THE DRAWINGS AND SPECIFICATIONS FOR COORDINATION REQUIREMENTS BEFORE COMMENCING CONSTRUCTION.
19. AT ALL LOCATIONS WHERE EXISTING PAVEMENT ABUTS NEW CONSTRUCTION, THE EDGE OF THE EXISTING PAVEMENT SHALL BE SAWCUT TO A CLEAN, SMOOTH EDGE.
20. ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH THE MOST RECENT, ADOPTED EDITION OF ADA ACCESSIBILITY GUIDELINES.
21. CONTRACTOR SHALL, AT THE TIME OF BIDDING AND THROUGHOUT THE PERIOD OF THE CONTRACT, BE LICENSED IN THE STATE OF UTAH AND SHALL BE BONDBLE FOR AN AMOUNT REQUIRED BY THE OWNER.
22. CONTRACTOR SHALL BE RESPONSIBLE TO PROVIDE ALL WATER, POWER, SANITARY FACILITIES AND TELEPHONE SERVICES AS REQUIRED FOR THE CONTRACTOR'S USE DURING CONSTRUCTION.
23. 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 RE-TESTING AND/OR RE-INSPECTION SHALL BE PAID FOR BY THE CONTRACTOR.
24. 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 REPAIRING OR REPAIRING EXISTING IMPROVEMENTS.
25. 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.
26. CONTRACTOR SHALL MAINTAIN A NEATLY MARKED SET OF FULL-SIZE RECORD DRAWINGS SHOWING THE FINAL LOCATION AND LAYOUT OF ALL STRUCTURES AND OTHER FACILITIES. 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 RECORD DRAWINGS SHOWING THE INFORMATION REQUIRED ABOVE. RECORD DRAWINGS SHALL BE REVIEWED AND THE COMPLETE 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.
27. 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 FIRST QUALITY ARE TO BE USED.
28. ALL EXISTING GATES AND FENCES TO REMAIN UNLESS OTHERWISE NOTED ON PLANS. PROTECT ALL GATES AND FENCES FROM DAMAGE.
29. ALL EXISTING TREES ARE TO REMAIN UNLESS OTHERWISE NOTED ON PLANS. PROTECT ALL TREES FROM DAMAGE.
30. ASPHALT MIX DESIGN MUST BE SUBMITTED AND APPROVED BY THE GOVERNING AGENCY PRIOR TO THE PLACEMENT.
31. CONTRACTORS ARE RESPONSIBLE FOR ALL OSHA REQUIREMENTS ON THE PROJECT SITE.
32. A UPDES (UTAH POLLUTANT DISCHARGE ELIMINATION SYSTEM) PERMIT IS REQUIRED FOR ALL CONSTRUCTION ACTIVITIES 1 ACRE OR MORE AS WELL AS A STORM WATER POLLUTION PREVENTION PLAN.

UTILITY NOTES

1. ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH THESE CONTRACT DOCUMENTS, CITY AND STATE REQUIREMENTS AND THE MOST RECENT EDITIONS OF THE FOLLOWING: THE INTERNATIONAL PLUMBING CODE, UTAH DRINKING WATER REGULATIONS, APWA MANUAL OF STANDARD PLANS AND SPECIFICATIONS. THE CONTRACTOR IS REQUIRED TO ADHERE TO ALL OF THE ABOVE-MENTIONED DOCUMENTS UNLESS OTHERWISE NOTED AND APPROVED BY THE ENGINEER.
2. CONTRACTOR SHALL COORDINATE LOCATION OF NEW "DRY UTILITIES" WITH THE APPROPRIATE UTILITY COMPANY, INCLUDING BUT NOT LIMITED TO: TELEPHONE & INTERNET SERVICE, GAS SERVICE, CABLE, AND POWER.
3. EXISTING UTILITIES HAVE BEEN SHOWN ON THE PLANS BASED ON ON-SITE SURVEY. 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. THE CONTRACTOR SHALL NOTIFY BLUE STAKES AT 1-800-662-4111 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.
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 CONTRACTOR'S EXPENSE.
5. TRENCH BACKFILL MATERIAL AND COMPACTION TESTS ARE TO BE TAKEN PER APWA STANDARD SPECIFICATIONS (CURRENT EDITION), SECTION 02320 - BACKFILLING TRENCHES, OR AS REQUIRED BY THE GEOTECHNICAL REPORT IF NATIVE MATERIALS ARE USED. NO NATIVE MATERIALS ARE ALLOWED IN THE PIPE ZONE. THE MAXIMUM LIFT FOR BACKFILLING EXCAVATIONS IS DETERMINED BY THE GEOTECHNICAL RECOMMENDATIONS.
6. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR CONFORMING TO LOCAL AND FEDERAL CODES GOVERNING SHORING AND BRACING OF EXCAVATIONS AND TRENCHES AND FOR THE PROTECTION OF WORKERS.
7. THE CONTRACTOR IS REQUIRED TO KEEP ALL CONSTRUCTION ACTIVITIES WITHIN THE APPROVED PROJECT LIMITS. THIS INCLUDES, BUT IS NOT LIMITED TO VEHICLE AND EQUIPMENT STAGING, MATERIAL STORAGE AND LIMITS OF TRENCH EXCAVATION. IT IS THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN PERMISSION AND/OR EASEMENTS FROM THE APPROPRIATE GOVERNING ENTITY AND/OR INDIVIDUAL PROPERTY OWNER(S) FOR WORK OR STAGING OUTSIDE OF THE PROJECT LIMITS.
8. THE CONTRACTOR IS RESPONSIBLE FOR REPAIRING ANY DAMAGE, CAUSED BY ANY CONDITION INCLUDING SETTLEMENT, TO EXISTING UTILITIES FROM WORK PERFORMED AT OR NEAR EXISTING UTILITIES. THE CONTRACTOR SHALL TAKE ALL MEASURES NECESSARY TO PROTECT ALL EXISTING PUBLIC AND PRIVATE ROADWAY AND UTILITY FACILITIES. DAMAGE TO EXISTING FACILITIES CAUSED BY THE CONTRACTOR MUST BE REPAIRED BY THE CONTRACTOR AT HIS/HER EXPENSE TO THE SATISFACTION OF THE OWNER OF SAID FACILITIES.
9. ALL WATER LINE AND SEWER LINE INSTALLATION AND TESTING TO BE IN ACCORDANCE WITH LOCAL GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.
10. ALL MANHOLES, HYDRANTS, VALVES, CLEANOUT BOXES, CATCH BASINS, METERS, ETC. MUST BE RAISED OR LOWERED TO FINAL GRADE PER APWA (CURRENT EDITION) STANDARDS AND INSPECTOR REQUIREMENTS. CONCRETE COLLARS MUST BE CONSTRUCTED ON ALL MANHOLES, CLEANOUT BOXES, CATCH BASINS, AND VALVES PER APWA STANDARDS. ALL MANHOLE, CATCH BASIN, OR CLEANOUT BOX CONNECTIONS MUST BE MADE WITH THE PIPE CUT FLUSH WITH THE INSIDE OF THE BOX AND GROUTED OR SEALED.
11. CONTRACTOR SHALL NOT ALLOW ANY GROUNDWATER OR DEBRIS TO ENTER THE NEW OR EXISTING PIPE DURING CONSTRUCTION.
12. SILT AND DEBRIS ARE 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.
13. CONTRACTOR SHALL CLEAN ASPHALT, TAR OR OTHER ADHESIVES OFF OF ALL MANHOLE LIDS AND INLET GRATES TO ALLOW ACCESS.
14. EACH TRENCH SHALL BE EXCAVATED SO THAT THE PIPE CAN BE LAID TO THE ALIGNMENT AND GRADE AS REQUIRED. THE TRENCH WALL SHALL BE PROTECTED SUCH THAT THE WORKMEN MAY WORK SAFELY AND EFFICIENTLY. ALL TRENCHES SHALL BE DRAINED SO THE PIPE LAYING MAY TAKE PLACE IN DEWATERED CONDITIONS.
15. 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.
16. ALL SEWER LINES AND SEWER SERVICES SHALL HAVE A MINIMUM SEPARATION OF 10 FEET, EDGE TO EDGE, FROM THE WATER LINES. IF A 10 FOOT SEPARATION CAN NOT BE MAINTAINED, CONSTRUCT PER GOVERNING AGENCY'S MINIMUM SEPARATION STANDARDS.
17. CONTRACTOR SHALL INSTALL THRUST BLOCKING AT ALL WATERLINE ANGLE POINTS AND TEES.
18. ALL UNDERGROUND UTILITIES SHALL BE IN PLACE PRIOR TO INSTALLATION OF CURB, GUTTER, SIDEWALK AND STREET PAVING.
19. CONTRACTOR SHALL INSTALL MAGNETIC LOCATING TAPE CONTINUOUSLY OVER ALL NONMETALLIC PIPE.

TRAFFIC CONTROL AND SAFETY NOTES

1. TRAFFIC CONTROL AND STRIPING TO CONFORM TO THE CURRENT MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (M.U.T.C.D.).
2. BARRICADE AND DETOURING SHALL BE IN CONFORMANCE WITH THE REQUIREMENTS OF THE CURRENT M.U.T.C.D.
3. NO STREET SHALL BE CLOSED TO TRAFFIC WITHOUT WRITTEN PERMISSION FROM THE APPROPRIATE AGENCY, EXCEPT WHEN DIRECTED BY LAW ENFORCEMENT OR FIRE OFFICIALS.
4. THE CONTRACTOR SHALL MAKE EVERY EFFORT TO PROVIDE FOR SMOOTH TRAFFIC FLOW AND SAFETY. ACCESS SHALL BE MAINTAINED FOR ALL PROPERTIES ADJACENT TO THE WORK.
5. DETOURING OPERATIONS FOR A PERIOD OF SIX CONSECUTIVE CALENDAR DAYS, OR MORE, REQUIRE THE INSTALLATION OF TEMPORARY STREET STRIPING AND REMOVAL OF INTERFERING STRIPING BY SANDBLASTING. THE DETOURING STRIPING PLAN OR CONSTRUCTION TRAFFIC CONTROL PLAN MUST BE SUBMITTED TO THE GOVERNING AGENCY FOR REVIEW AND APPROVAL.
6. ALL TRAFFIC CONTROL DEVICES SHALL BE RESTORED TO THEIR ORIGINAL CONDITION AT THE END OF THE WORK TO THE SATISFACTION OF THE GOVERNING AGENCY.
7. TRAFFIC CONTROL DEVICES (TCDs) SHALL REMAIN VISIBLE AND OPERATIONAL AT ALL TIMES.
8. ALL PERMANENT TRAFFIC CONTROL DEVICES CALLED FOR HEREON SHALL BE IN PLACE AND IN FINAL POSITION PRIOR TO ALLOWING ANY PUBLIC TRAFFIC ONTO THE PORTIONS OF THE ROAD(S) BEING IMPROVED HEREUNDER, REGARDLESS OF THE STATUS OF COMPLETION OF PAVING OR OTHER OFF-SITE IMPROVEMENTS CALLED FOR BY THESE PLANS.
9. THE CONTRACTOR SHALL PROVIDE BARRICADES, SIGNS, FLASHERS, OTHER EQUIPMENT AND FLAG PERSONS NECESSARY TO INSURE THE SAFETY OF WORKERS AND VISITORS.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING UTAH TRANSIT AUTHORITY (UTA) IF THE CONSTRUCTION INTERRUPTS OR RELOCATES A BUS STOP OR HAS AN ADVERSE EFFECT ON BUS SERVICE ON THAT STREET TO ARRANGE FOR TEMPORARY RELOCATION OF STOP.

DEMOLITION NOTES

1. EXISTING UTILITY INFORMATION SHOWN IS FOR INFORMATIONAL PURPOSES ONLY. IT IS DERIVED FROM ON-SITE SURVEY AND MAY NOT BE LOCATED CORRECTLY AND IS NOT ALL INCLUSIVE. CONTRACTOR SHALL FIELD LOCATE ALL UTILITIES WITHIN THE PROJECT LIMITS BEFORE BEGINNING DEMOLITION/CONSTRUCTION.
2. THERE MAY BE BURIED UTILITIES WITHIN THE LIMITS OF DISTURBANCE THAT ARE NOT SHOWN ON THE PLANS DUE TO LACK OF MAPPING OR RECORD INFORMATION. CONTRACTOR SHALL NOTIFY THE ENGINEER WHEN UNEXPECTED UTILITIES ARE DISCOVERED.
3. THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR LOCATING AND PROTECTING FROM DAMAGE ALL EXISTING UTILITIES AND IMPROVEMENTS WHETHER OR NOT SHOWN ON THESE PLANS. THE FACILITIES AND IMPROVEMENTS ARE BELIEVED TO BE CORRECTLY SHOWN BUT THE CONTRACTOR IS REQUIRED TO SATISFY HIMSELF AS TO THE COMPLETENESS AND ACCURACY OF THE LOCATIONS. ANY CONTRACTOR PERFORMING WORK ON THIS PROJECT SHALL FAMILIARIZE HIMSELF WITH THE SITE AND SHALL BE HELD SOLELY RESPONSIBLE FOR ANY DAMAGE TO EXISTING FACILITIES RESULTING DIRECTLY, OR INDIRECTLY, FROM HIS OPERATIONS, WHETHER OR NOT SAID FACILITIES ARE SHOWN ON THESE PLANS.

GRADING AND DRAINAGE NOTES

1. SITE GRADING SHALL BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE RECOMMENDATIONS SET FORTH IN THE GEOTECHNICAL REPORT AND ALL RELATED ADDENDUMS.
2. THE CONTRACTOR SHALL STRIP AND CLEAR THE TOPSOIL, MAJOR ROOTS AND ORGANIC MATERIAL FROM ALL PROPOSED BUILDING AND PAVEMENT AREAS PRIOR TO SITE GRADING. (THE TOPSOIL MAY BE STOCKPILED FOR LATER USE IN LANDSCAPED AREAS.)
3. THE CONTRACTOR SHALL REMOVE ALL ORGANIC MATERIAL AND OTHER DELETERIOUS MATERIALS PRIOR TO PLACING GRADING FILL OR BASE COURSE. THE AREA SHOULD BE PROOF-ROLLED TO IDENTIFY ANY SOFT AREAS. WHERE SOFT AREAS ARE ENCOUNTERED, THE CONTRACTOR SHALL REMOVE THE SOIL AND REPLACE WITH COMPACTED FILL.
4. ALL DEBRIS PILES AND BERMS SHOULD BE REMOVED AND HAULED AWAY FROM SITE OR USED AS GENERAL FILL IN LANDSCAPED AREAS.
5. THE CONTRACTOR SHALL CONSTRUCT THE BUILDING PAD TO THESE DESIGN PLANS AS PART OF THE SITE GRADING CONTRACT, AND STRICTLY ADHERE TO THE SITE PREPARATION AND GRADING REQUIREMENTS OUTLINED IN THE GEOTECHNICAL REPORT.
6. THE CONTRACTOR SHALL GRADE THE PROJECT SITE TO PROVIDE A SMOOTH TRANSITION BETWEEN NEW AND EXISTING ASPHALT, CURB AND GUTTER, AND ADJOINING SITE IMPROVEMENTS.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DAMAGE AND DEBRIS ON ADJACENT STREETS WHEN EQUIPMENT IS TRAVELING THROGH THE STREETS.
8. THE CONTRACTOR SHALL BE FAMILIAR WITH ALL CONDITIONS AND RECOMMENDATIONS OUTLINED IN THE GEOTECHNICAL REPORT AND TAKE ALL NECESSARY PRECAUTIONS AND RECOMMENDED PROCEDURES TO ASSURE SOUND GRADING PRACTICES.
9. THE CONTRACTOR SHALL TAKE APPROPRIATE GRADING MEASURES TO DIRECT STORM SURFACE RUNOFF TOWARDS CATCH BASINS.
10. THE LOCATIONS OF UNDERGROUND FACILITIES SHOWN ON THESE PLANS ARE BASED ON ON-SITE SURVEY. IT SHALL BE THE CONTRACTOR'S FULL RESPONSIBILITY TO CONTACT THE VARIOUS UTILITY COMPANIES TO LOCATE THEIR FACILITIES PRIOR TO PROCEEDING WITH CONSTRUCTION. NO ADDITIONAL COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR DAMAGE AND REPAIR TO THESE FACILITIES CAUSED BY HIS WORK FORCE.
11. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO PERFORM ALL NECESSARY CUTS AND FILLS WITHIN THE LIMITS OF THIS PROJECT AND THE RELATED OFF-SITE WORK, SO AS TO GENERATE THE DESIRED SUBGRADE, FINISH GRADES, AND SLOPES SHOWN.
12. THE CONTRACTOR IS WARNED THAT AN EARTHWORK BALANCE WAS NOT NECESSARILY THE INTENT OF THIS PROJECT. ANY ADDITIONAL MATERIAL REQUIRED OR LEFTOVER MATERIAL FOLLOWING EARTHWORK OPERATIONS BECOMES THE RESPONSIBILITY OF THE CONTRACTOR.
13. THE GRADING CONTRACTOR IS RESPONSIBLE TO COORDINATE WITH THE OWNER TO PROVIDE FOR THE REQUIREMENTS OF THE PROJECT STORM WATER POLLUTION PREVENTION PLAN (SWPPP) AND ASSOCIATED PERMIT. ALL CONTRACTOR ACTIVITIES 1 ACRE OR MORE IN SIZE ARE REQUIRED TO PROVIDE A STORM WATER POLLUTION PREVENTION PLAN.
14. ALL CUT AND FILL SLOPES SHALL BE PROTECTED UNTIL EFFECTIVE EROSION CONTROL HAS BEEN ESTABLISHED.
15. THE USE OF POTABLE WATER WITHOUT A SPECIAL PERMIT FOR BUILDING OR CONSTRUCTION PURPOSES INCLUDING CONSOLIDATION OF BACKFILL OR DUST CONTROL IS PROHIBITED. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS FOR CONSTRUCTION WATER FROM GOVERNING AGENCY.
16. THE CONTRACTOR SHALL MAINTAIN THE STREETS, SIDEWALKS, AND ALL OTHER PUBLIC RIGHT-OF-WAYS IN A CLEAN, SAFE AND USABLE CONDITION. ALL SPILLS, SOIL, ROCK OR CONSTRUCTION DEBRIS SHALL BE PROMPTLY REMOVED FROM THE PUBLICLY-OWNED PROPERTY DURING CONSTRUCTION AND UPON COMPLETION OF THE PROJECT. ALL ADJACENT PROPERTY, PRIVATE OR PUBLIC, SHALL BE MAINTAINED IN A CLEAN, SAFE, AND USABLE CONDITION.

ABBREVIATIONS

APWA	AMERICAN PUBLIC WORKS ASSOCIATION
AR	ACCESSIBLE ROUTE
ASTM	AMERICAN SOCIETY FOR TESTING AND MATERIALS
AWWA	AMERICAN WATER WORKS ASSOCIATION
BOS	BOTTOM OF STEP
BVC	BEGIN VERTICAL CURVE
C	CURB
CB	CATCH BASIN
CF	CURB FACE OR CUBIC FEET
CL	CENTER LINE
CO	CLEAN OUT
COMM	COMMUNICATION
CONC	CONCRETE
CONT	CONTINUOUS
DIA	DIAMETER
DIP	DUCTILE IRON PIPE
ELEC	ELECTRICAL
ELEV	ELEVATION
EOA	EDGE OF ASPHALT
EVC	END OF VERTICAL CURVE
EW	EACH WAY
EXIST	EXISTING
FF	FINISH FLOOR
FG	FINISH GRADE
FL	FIRE HYDRANT
FL	FLOW LINE OR FLANGE
GB	GRADE BREAK
GF	GARAGE FLOOR
GV	GATE VALVE
HCAP	HANDICAP
HP	HIGH POINT
IRR	IRRIGATION
K	RATE OF VERTICAL CURVATURE
LD	LAND DRAIN
LF	LINEAR FEET
LP	LOW POINT
MEX	MATCH EXISTING
MH	MANHOLE
MJ	MECHANICAL JOINT
NG	NATURAL GROUND
NIC	NOT IN CONTRACT
NO	NUMBER
OC	ON CENTER
OCW	ON CENTER EACH WAY
OHP	OVERHEAD POWER
PCC	POINT OF CURVATURE OR PRESSURE CLASS
PVC	POINT OF COMPOUND CURVATURE
PI	POINT OF INTERSECTION
PIV	PIVOTICATOR VALVE
PL	PROPERTY LINE
PRC	POINT OF REVERSE CURVATURE
PRO	PROPOSED
PT	POINT OF TANGENCY
PVC	POINT OF VERTICAL CURVATURE
PVI	POINT OF VERTICAL INTERSECTION
PVT	POINT OF VERTICAL TANGENCY
R	RADIUS
RD	ROOF DRAIN
ROW	RIGHT OF WAY
S	SLOPE
SAN SWR	SANITARY SEWER
SD	STORM DRAIN
SEC	SECONDARY
SS	SANITARY SEWER
STA	STATION
SW	SECONDARY WATER LINE
TBC	TOP BACK OF CURB
TGG	TOP OF GRATE
TGA	TOP OF ASPHALT
TOC	TOP OF CONCRETE
TOF	TOP OF FOUNDATION
TOW	TOP OF WALL
TOS	TOP OF STEP
TYP	TYPICAL
VC	VERTICAL CURVE
WV	WALL INDICATOR VALVE
WW	WATER LINE

NOTE: MAY CONTAIN ABBREVIATIONS THAT ARE NOT USED IN THIS PLAN SET.

LEGEND

	SECTION CORNER		EXISTING EDGE OF ASPHALT
	EXISTING MONUMENT		PROPOSED EDGE OF ASPHALT
	PROPOSED MONUMENT		EXISTING STRIPING
	EXISTING REBAR AND CAP		PROPOSED STRIPING
	SET ENSIGN REBAR AND CAP		EXISTING FENCE
	EXISTING WATER METER		PROPOSED FENCE
	PROPOSED WATER METER		EXISTING FLOW LINE
	EXISTING WATER MANHOLE		PROPOSED FLOW LINE
	PROPOSED WATER MANHOLE		GRADE BREAK
	EXISTING WATER BOX		EXISTING STORM DRAIN LINE
	EXISTING WATER VALVE		PROPOSED STORM DRAIN LINE
	PROPOSED WATER VALVE		ROOF DRAIN LINE
	EXISTING FIRE HYDRANT		CATCHMENTS
	PROPOSED FIRE HYDRANT		HIGH WATER LINE
	PROPOSED FIRE DEPARTMENT CONNECTION		EXISTING SANITARY SEWER
	EXISTING SECONDARY WATER VALVE		PROPOSED SANITARY SEWER LINE
	PROPOSED SECONDARY WATER VALVE		PROPOSED SAN. SWR. SERVICE LINE
	EXISTING IRRIGATION BOX		EXISTING LAND DRAIN LINE
	EXISTING IRRIGATION VALVE		PROPOSED LAND DRAIN LINE
	PROPOSED IRRIGATION VALVE		PROPOSED LAND DRAIN SERVICE LINE
	EXISTING SANITARY SEWER MANHOLE		EXISTING CULINARY WATER LINE
	PROPOSED SANITARY SEWER MANHOLE		PROPOSED CULINARY WATER LINE
	EXISTING SANITARY CLEAN OUT		PROPOSED CULINARY WATER SERVICE LINE
	EXISTING STORM DRAIN CLEAN OUT BOX		EXISTING SECONDARY WATER LINE
	PROPOSED STORM DRAIN CLEAN OUT BOX		PROPOSED SECONDARY WATER LINE
	EXISTING STORM DRAIN INLET BOX		PROPOSED SEC. WATER SERVICE LINE
	EXISTING STORM DRAIN CATCH BASIN		EXISTING IRRIGATION LINE
	PROPOSED STORM DRAIN CATCH BASIN		PROPOSED IRRIGATION LINE
	EXISTING STORM DRAIN COMBO BOX		EXISTING OVERHEAD POWER LINE
	PROPOSED STORM DRAIN COMBO BOX		EXISTING ELECTRICAL LINE
	EXISTING STORM DRAIN CLEAN OUT		EXISTING GAS LINE
	EXISTING STORM DRAIN CULVERT		EXISTING TELEPHONE LINE
	PROPOSED STORM DRAIN CULVERT		ACCESSIBLE ROUTE
	TEMPORARY SAG INLET PROTECTION		SAW CUT LINE
	TEMPORARY IN-LINE INLET PROTECTION		STRAW WATTLE
	ROOF DRAIN		TEMPORARY BERM
	EXISTING ELECTRICAL MANHOLE		TEMPORARY SILT FENCE
	EXISTING ELECTRICAL BOX		LIMITS OF DISTURBANCE
	EXISTING TRANSFORMER		EXISTING WALL
	EXISTING UTILITY POLE		PROPOSED WALL
	PROPOSED LIGHT		EXISTING CONTOURS
	EXISTING GAS METER		PROPOSED CONTOURS
	EXISTING GAS MANHOLE		BUILDABLE AREA WITHIN SETBACKS
	EXISTING GAS VALVE		PUBLIC DRAINAGE EASEMENT
	EXISTING TELEPHONE MANHOLE		EXISTING ASPHALT TO BE REMOVED
	EXISTING TELEPHONE BOX		PROPOSED ASPHALT
	EXISTING TRAFFIC SIGNAL BOX		EXISTING CURB AND GUTTER
	EXISTING CABLE BOX		PROPOSED CURB AND GUTTER
	EXISTING BOLLARD		PROPOSED REVERSE PAN CURB AND GUTTER
	PROPOSED BOLLARD		TRANSITION TO REVERSE PAN CURB
	EXISTING SIGN		CONCRETE TO BE REMOVED
	PROPOSED SIGN		EXISTING CONCRETE
	EXISTING SPOT ELEVATION		PROPOSED CONCRETE
	PROPOSED SPOT ELEVATION		BUILDING TO BE REMOVED
	EXISTING FLOW DIRECTION		EXISTING BUILDING
	EXISTING TREE		PROPOSED BUILDING

NOTE: MAY CONTAIN SYMBOLS THAT ARE NOT USED IN THIS PLAN SET.

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2305 SOUTH MAIN STREET

CLEARFIELD, UTAH



NO.	DATE	REVISION	BY
1		FOR REVIEW	
2			
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GENERAL NOTES

PROJECT NUMBER
9889

PRINT DATE
9/8/20

DRAWN BY
J.MOSS

CHECKED BY
C.PRESTON

PROJECT MANAGER
T.WILLIAMS

C-001

811

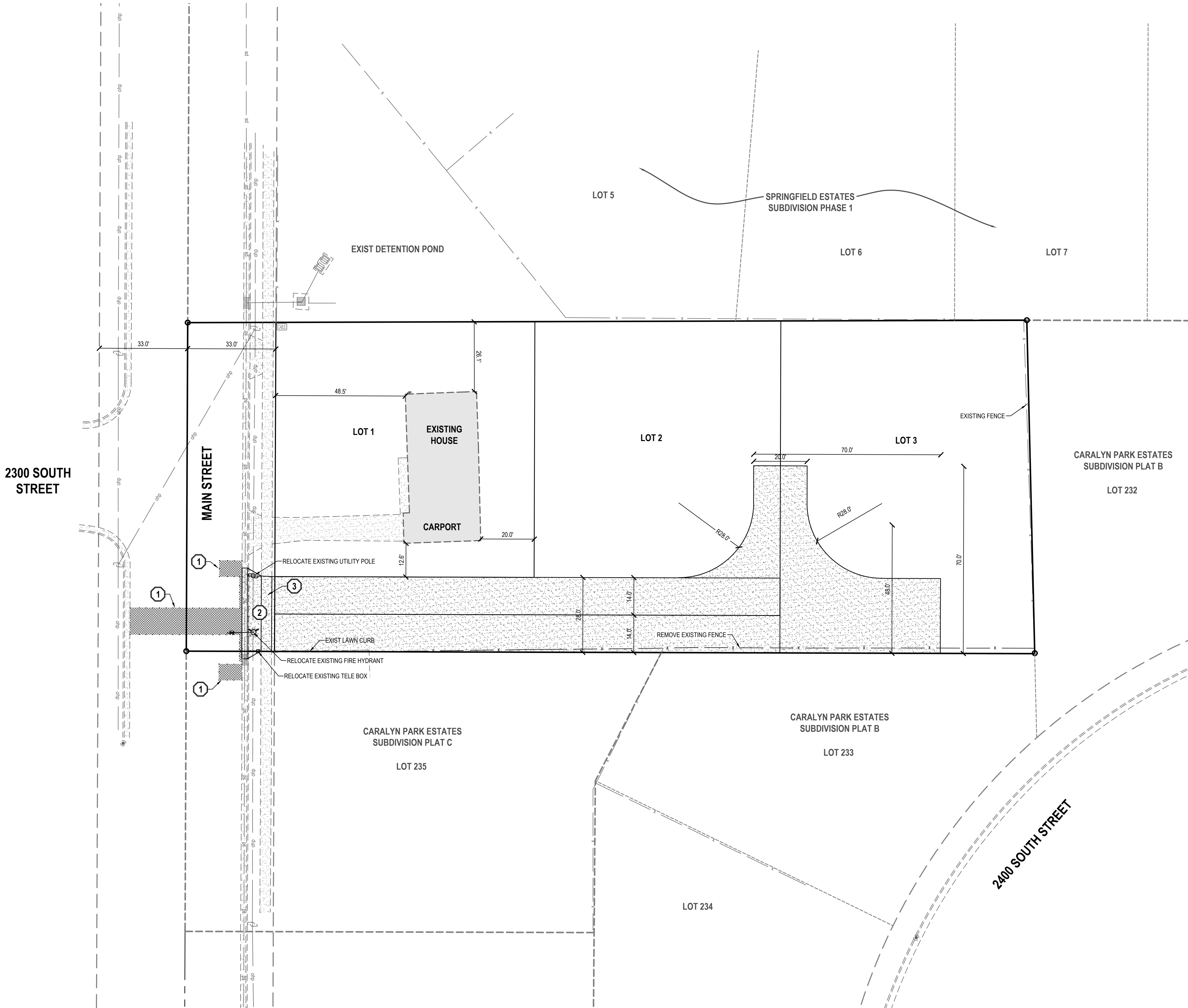
Know what's below.
Call before you dig.

CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

BENCHMARK

WEST QUARTER CORNER OF SECTION 13,
TOWNSHIP 4 NORTH, RANGE 2 WEST
SALT LAKE BASE AND MERIDIAN

ELEV = 4358.216'



- GENERAL NOTES
1. EXISTING UNDERGROUND UTILITIES AND IMPROVEMENTS ARE SHOWN IN THEIR APPROXIMATE LOCATIONS BASED UPON RECORD INFORMATION AVAILABLE AT THE TIME OF PREPARATION OF THESE PLANS. LOCATIONS MAY NOT HAVE BEEN VERIFIED IN THE FIELD AND NO GUARANTEE IS MADE AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION SHOWN. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE AND LOCATION OF THE UTILITIES SHOWN ON THESE PLANS OR INDICATED IN THE FIELD BY LOCATING SERVICES. ANY ADDITIONAL COSTS INCURRED AS A RESULT OF THE CONTRACTOR'S FAILURE TO VERIFY THE LOCATIONS OF EXISTING UTILITIES PRIOR TO THE BEGINNING OF CONSTRUCTION IN THEIR VICINITY SHALL BE BORNE BY THE CONTRACTOR AND ASSUMED INCLUDED IN THE CONTRACT. THE CONTRACTOR IS TO VERIFY ALL CONNECTION POINTS WITH THE EXISTING UTILITIES. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE CAUSED TO THE EXISTING UTILITIES AND UTILITY STRUCTURES THAT ARE TO REMAIN. IF CONFLICTS WITH EXISTING UTILITIES OCCUR, THE CONTRACTOR SHALL NOTIFY THE ENGINEER PRIOR TO CONSTRUCTION TO DETERMINE IF ANY FIELD ADJUSTMENTS SHOULD BE MADE.

2. ALL SURFACE IMPROVEMENTS DISTURBED BY CONSTRUCTION SHALL BE RESTORED OR REPLACED, INCLUDING TREES AND DECORATIVE SHRUBS, SOD, FENCES, WALLS AND STRUCTURES, WHETHER OR NOT THEY ARE SPECIFICALLY SHOWN ON THE CONTRACT DOCUMENTS.

3. ALL CONSTRUCTION SIGNAGE, BARRICADES, TRAFFIC CONTROL DEVICES, ETC. SHALL CONFORM TO THE LATEST EDITION OF THE M.U.T.C.D. THE CONTRACTOR WILL MAINTAIN SUCH SO THAT THEY ARE PROPERLY PLACED AND VISIBLE AT ALL TIMES.

4. SIDEWALKS AND CURBS DESIGNATED TO BE DEMOLISHED SHALL BE DEMOLISHED TO THE NEAREST EXPANSION JOINT, MATCHING THESE PLANS AS CLOSELY AS POSSIBLE.

5. THE CONTRACTOR IS TO PROTECT AND PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC. UNLESS OTHERWISE NOTED ON THESE PLANS.

6.

7. ALL WORK TO COMPLY WITH THE GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.

8. ALL IMPROVEMENTS MUST COMPLY WITH ADA STANDARDS AND RECOMMENDATIONS.

9. SEE LANDSCAPE/ARCHITECTURAL PLANS FOR CONCRETE MATERIAL, COLOR, FINISH, AND SCORE PATTERNS THROUGHOUT SITE.

10. ALL PAVEMENT MARKINGS SHALL CONFORM TO THE LATEST EDITION OF THE M.U.T.C.D. (MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES).

11. ALL SURFACE IMPROVEMENTS DISTURBED BY CONSTRUCTION SHALL BE RESTORED OR REPLACED, INCLUDING TREES AND DECORATIVE SHRUBS, SOD, FENCES, WALLS AND STRUCTURES, WHETHER OR NOT THEY ARE SPECIFICALLY SHOWN ON THE CONTRACT DOCUMENTS.

12. NOTIFY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STAKING BEFORE PLACING CONCRETE OR ASPHALT.

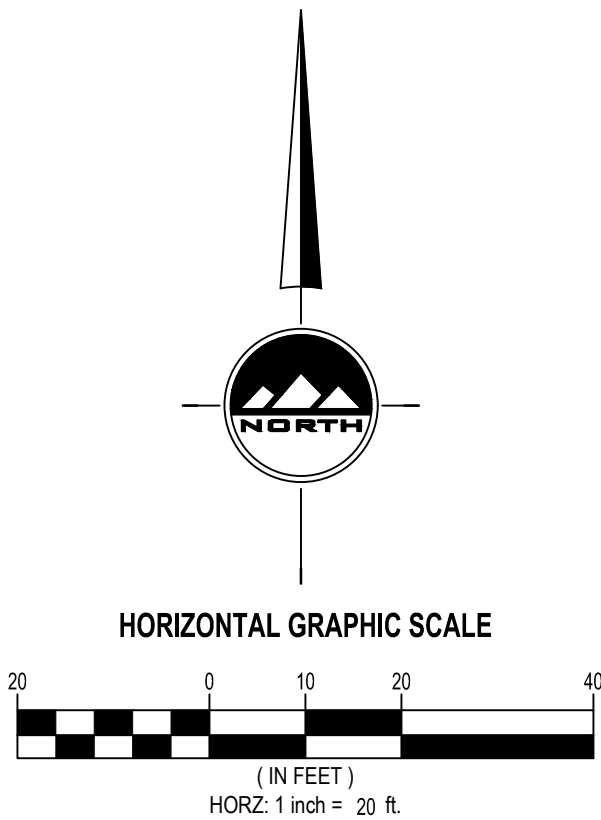
13. THE CONTRACTOR IS TO PROTECT AND PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC. UNLESS OTHERWISE NOTED ON THESE PLANS.

- SCOPE OF WORK:
- PROVIDE, INSTALL AND/OR CONSTRUCT THE FOLLOWING PER THE SPECIFICATIONS GIVEN OR REFERENCED, THE DETAILS NOTED, AND/OR AS SHOWN ON THE CONSTRUCTION DRAWINGS:
- 1

SAW CUT, REMOVE AND REPLACE EXISTING ASPHALT FOR UTILITY INSTALLATION.
MATCH EXISTING PAVEMENT CROSS SECTION
- 2

INSTALL DRIVE APPROACH PER CLEARFIELD CITY STANDARDS
- 3

REMOVE AND REPLACE EXISTING SIDEWALK FOR UTILITY INSTALLATION AS NEEDED.
REMOVE AT NEAREST EXPANSION JOINT



EN SIGN

THE STANDARD IN ENGINEERING

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CLEARFIELD, UTAH

PROFESSIONAL ENGINEER

2305

No. 5049039

1-8-2020

CHERYL HESS PRESTON

NO.	DATE	REVISION	BY
1		FOR REVIEW	
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DEMOLITION/
SITE PLAN

PROJECT NUMBER
9889

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DRAWN BY
J.MOSS

CHECKED BY
C.PRESTON

PROJECT MANAGER
T.WILLIAMS

C-100



PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

BENCHMARK

WEST QUARTER CORNER OF SECTION 13,
TOWNSHIP 4 NORTH, RANGE 2 WEST
SALT LAKE BASE AND MERIDIAN
ELEV = 4358.216'



MAIN STREET

EXIST DETENTION POND

LOT -

EXISTING
HOUSE

CARPORT

LOT 5

- SPRINGFIELD ESTATES
SUBDIVISION PHASE 1

LOT 6

LOT 7

CARALYN PARK ESTATES
SUBDIVISION PLAT B

LOT 232

CARALYN PARK ESTATES
SUBDIVISION PLAT C

LOT 235

CARALYN PARK ESTATES
SUBDIVISION PLAT B

LOT 233

LOT 234

2400 SOUTH STREET

GENERAL NOTES

- ### SCOPE OF WORK:
- PROVIDE, INSTALL AND/OR CONSTRUCT THE FOLLOWING PER THE SPECIFICATIONS GIVEN OR REFERENCED, THE DETAILS NOTED, AND/OR AS SHOWN ON THE CONSTRUCTION DRAWINGS:
1. INSTALL 3/4" CULINARY WATER SERVICE LINE PER CLEARFIELD CITY STANDARDS AND SPECIFICATIONS
 2. INSTALL 4" PVC SANITARY SEWER SERVICE LINE @ 2.00% MINIMUM SLOPE
 3. INSTALL SANITARY SEWER CLEAN-OUT (WITH BRASS CAP AND RING IN PAVEMENT)
 4. FIELD LOCATE AND CONNECT TO EXIST CULINARY WATERLINE. INSTALL 1" PVC WATER LATERAL TO NEW METERS PER CLEARFIELD CITY STANDARDS AND SPECIFICATIONS.
 5. INSTALL (2) 3/4" WATER METERS PER CLEARFIELD CITY STANDARDS
 6. FIELD LOCATE AND CONNECT TO EXISTING SANITARY SEWER LINE
 7. INSTALL FIRE APPROVED ASPHALT DRIVE PER DETAIL 5/C-400.

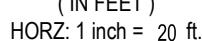
SCOPE OF WORK:

PROVIDE, INSTALL AND/OR CONSTRUCT THE FOLLOWING PER THE SPECIFICATIONS GIVEN OR REFERENCED. THE DETAILS NOTED, AND/OR AS SHOWN ON THE CONSTRUCTION DRAWINGS:

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5. INSTALL (2) 3/4" WATER METERS PER CLEARFIELD CITY STANDARDS
6. FIELD LOCATE AND CONNECT TO EXISTING SANITARY SEWER LINE
7. INSTALL FIRE APPROVED ASPHALT DRIVE PER DETAIL SJC-400.



HORIZONTAL GRAPHIC SCALE



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ALVEY SUBDIVISION

**2305 SOUTH MAIN STREET
CLEARFIELD, UTAH**



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5		
6		
7		
8		

GRADING, DRAINAGE AND UTILITY PLAN

PROJECT NUMBER	PRINT DATE
9689	9/8/20
DRAWN BY	CHECKED BY
J.MOSS	C.PRESTON
PROJECT MANAGER	
T.WILLIAMS	

C-200

811

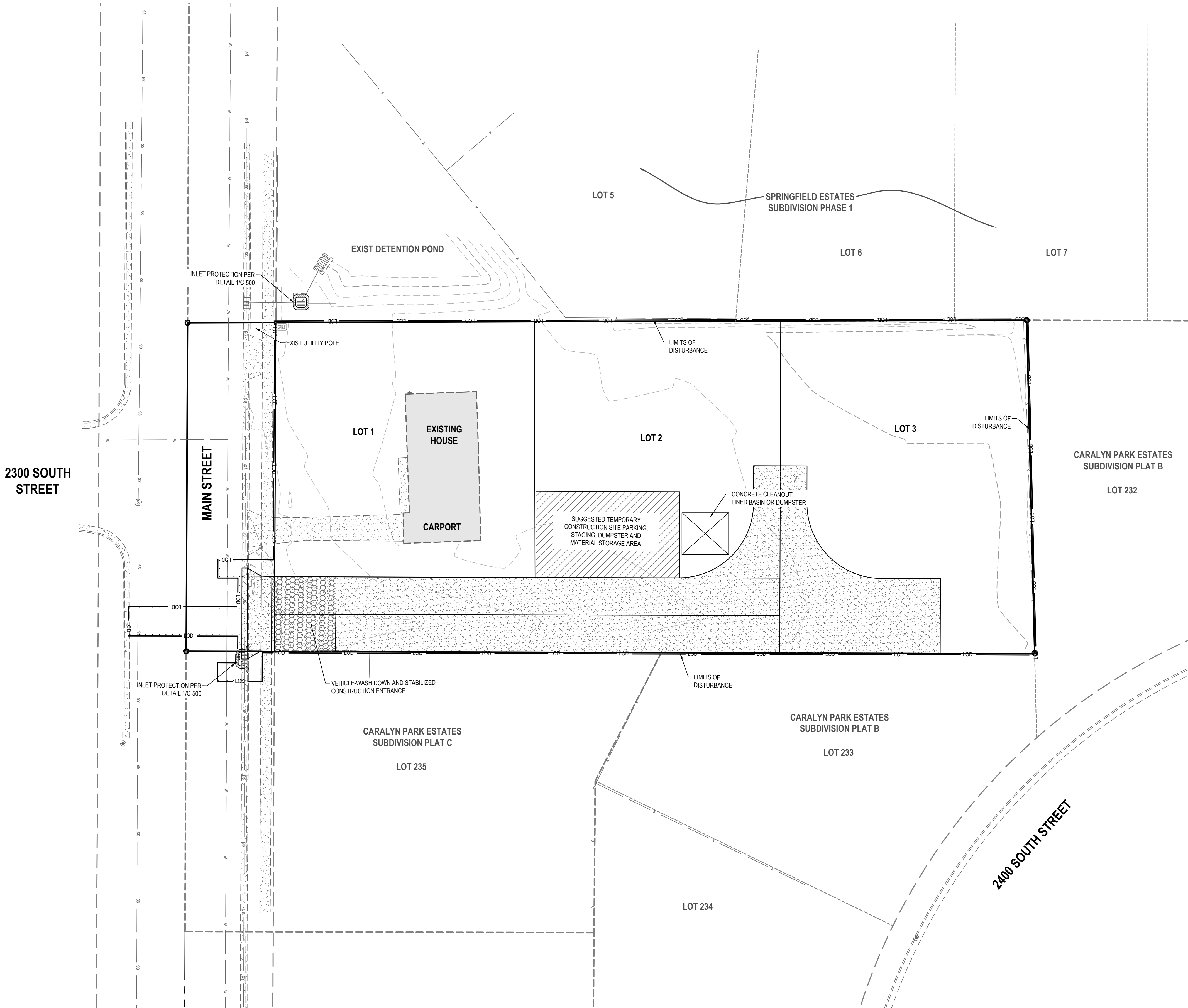
Know what's below.
Call before you dig.

CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

BENCHMARK

WEST QUARTER CORNER OF SECTION 13,
TOWNSHIP 4 NORTH, RANGE 2 WEST
SALT LAKE BASE AND MERIDIAN

ELEV = 4358.216'



- GENERAL NOTES**
- THIS PLAN IS DESIGNED AS A FIRST APPRAISAL OF NECESSARY MEANS TO PROTECT THE WATERS OF THE STATE FROM POTENTIAL POLLUTION. IT IS THE RESPONSIBILITY OF THE OWNER/OPERATOR TO ADD WARRANTED BEST MANAGEMENT PRACTICES (BMPs) AS NECESSARY, MODIFY THOSE SHOWN AS APPROPRIATE, AND DELETE FROM THE PROJECT THOSE FOUND TO BE UNNECESSARY. FEDERAL AND STATE LAW ALLOWS THESE UPDATES TO BE MADE BY THE OWNER/OPERATOR ONSITE AND RECORDED BY THE OWNER/OPERATOR ON THE COPY OF THE SWPPP KEPT ONSITE.
 - DISTURBED LAND SHALL BE KEPT TO A MINIMUM. STABILIZATION MEASURES SHALL BE INITIATED AS SOON AS PRACTICABLE IN PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITIES HAVE TEMPORARILY OR PERMANENTLY CEASED, BUT IN NO CASE MORE THAN 14 DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED. HOWEVER, WHERE CONSTRUCTION ACTIVITY ON A PORTION OF THE SITE IS TEMPORARILY CEASED, AND EARTH DISTURBING ACTIVITIES WILL BE RESUMED WITHIN 21 DAYS, TEMPORARY STABILIZATION MEASURES DO NOT HAVE TO BE INITIATED ON THAT PORTION OF THE SITE.
 - RESEED DISTURBED LAND WITH NATIVE GRASS MIXTURE WITHIN 14 CALENDAR DAYS OF ACHIEVEMENT OF FINISH GRADE TO STABILIZE SOILS IF LAND IS NOT TO BE RE-WORKED WITHIN 14 CALENDAR DAYS OF THE CESSATION OF CONSTRUCTION ACTIVITIES AT THAT LOCATION.
 - DETAILS SHOWN ARE TO BE EMPLOYED TO PROTECT RUNOFF AS APPROPRIATE DURING CONSTRUCTION. NOT ALL DETAILS ARE NECESSARY AT ALL PHASES OF THE PROJECT. IT SHALL BE THE RESPONSIBILITY OF THE OWNER/OPERATOR TO USE APPROPRIATE BEST MANAGEMENT PRACTICES AT THE APPROPRIATE PHASE OF CONSTRUCTION. SEE SWPPP FOR BMP IMPLEMENTATION SCHEDULE.
 - VARIOUS BEST MANAGEMENT PRACTICES HAVE BEEN SHOWN ON THE PLANS AT SUGGESTED LOCATIONS. THE CONTRACTOR MAY MOVE AND RECONFIGURE THESE BMPs TO OTHER LOCATIONS IF PREFERRED, PROVIDED THE INTENT OF THE DESIGN IS PRESERVED.
 - NOT ALL POSSIBLE BMPs HAVE BEEN SHOWN. THE CONTRACTOR IS RESPONSIBLE TO APPLY CORRECT MEASURES TO PREVENT THE POLLUTION OF STORM WATER PER PROJECT SWPPP.
 - A UPDES (UTAH POLLUTANT DISCHARGE ELIMINATION SYSTEM) PERMIT IS REQUIRED FOR ALL CONSTRUCTION ACTIVITIES 1 ACRE OR MORE.

REVISION SCHEDULE			
NUMBER	DATE	AUTHOR	COMPANY REPRESENTATIVE SIGNATURE
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

THE STANDARD IN ENGINEERING

LAYTON
919 North 400 West
Layton, UT 84041
Phone: 801.547.1100

SALT LAKE CITY
Phone: 801.255.0529

TOOELE
Phone: 435.843.3590

CEDAR CITY
Phone: 435.865.1453

RICHFIELD
Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
NATHAN ALVEY
2116 GRASSY PLAIN DRIVE
KAYSVILLE, UTAH 84037
CONTACT:
NATHAN ALVEY
PHONE: 801-570-5996

ALVEY SUBDIVISION

2305 SOUTH MAIN STREET
CLEARFIELD, UTAH

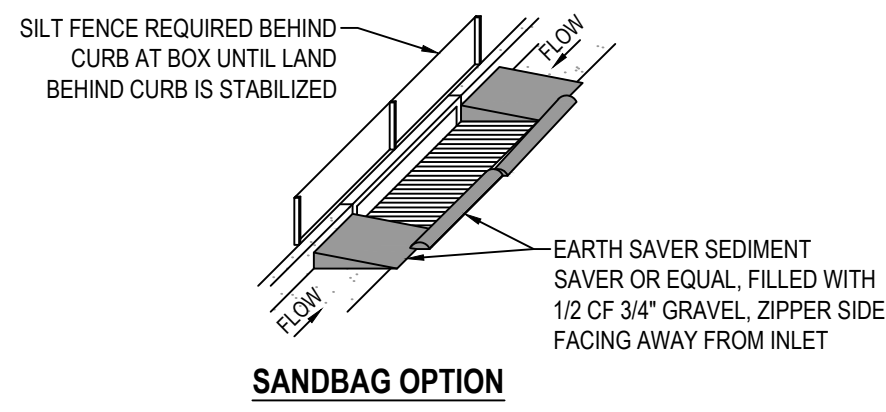
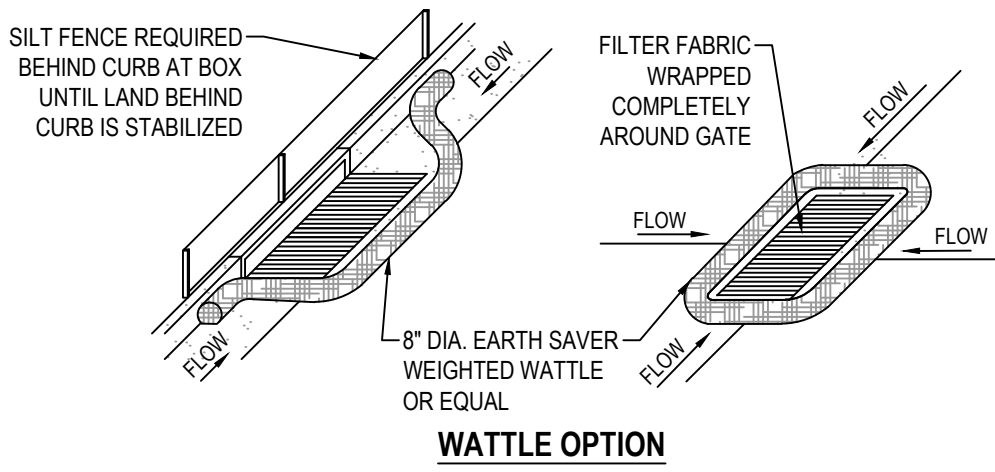
NO.	DATE	REVISION	BY
1		FOR REVIEW	
2			
3			
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8			

EROSION CONTROL
PLAN

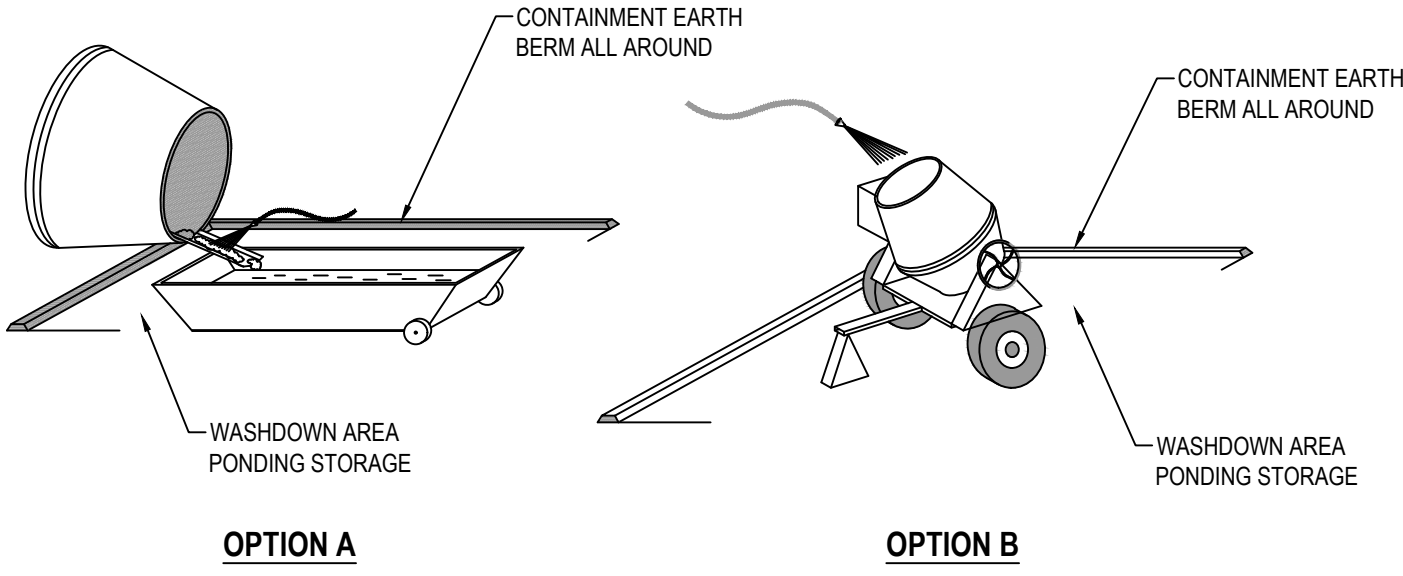
PROJECT NUMBER 9889	PRINT DATE 9/8/20
DRAWN BY J.MOSS	CHECKED BY C.PRESTON
PROJECT MANAGER T.WILLIAMS	

C-300

A north arrow pointing upwards and a horizontal graphic scale bar showing 0, 10, 20, and 40 feet. Below the scale bar, it reads '(IN FEET)' and 'HORZ: 1 inch = 20 ft.'

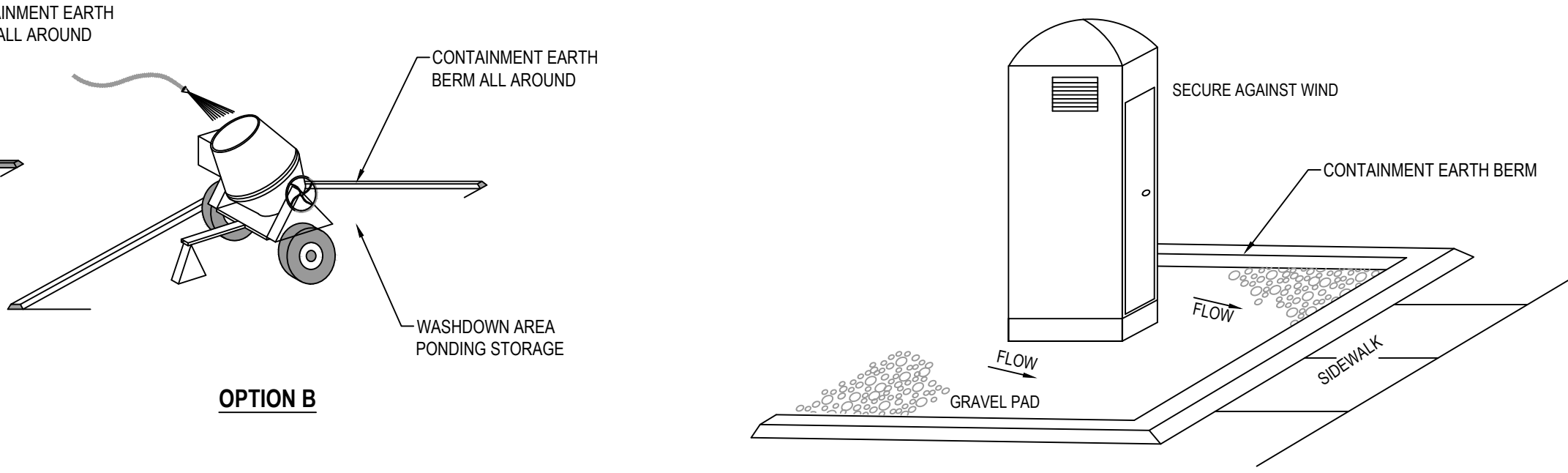


- NOTES:
1. PLACE WATTLES OR GRAVEL BAGS TIGHT AGAINST CURB TO PREVENT SEDIMENT-LADEN WATER FROM GETTING BETWEEN CURB AND WATTLE/BAG.
 2. PLACE WATTLES OR GRAVEL BAGS SUCH THAT FLOW DOES NOT OVERTOP CURB OR ROAD CENTERLINE.
 3. INSPECT INLET PROTECTION AFTER EVERY LARGE STORM EVENT AND AT LEAST BI-WEEKLY, OR PER SWPPP REQUIREMENTS, WHICHEVER IS MORE STRINGENT, TO ENSURE THAT SEDIMENT CONTROL IS MEETING ITS DESIGN INTENT. MAINTAIN AND/OR REPLACE AS NEEDED.
 4. REMOVE SEDIMENT ACCUMULATED WHEN IT REACHES 50% OF GRAVEL BAG OR WATTLE HEIGHT.
 5. CONTRACTOR MAY SUBMIT AN ALTERNATIVE METHOD OF INLET PROTECTION. THE ALTERNATIVE METHOD SHALL BE APPROVED BY THE CITY INSPECTOR AND THE ENGINEER OF RECORD.
 6. BEFORE PLACEMENT OF CURB, STABILIZATION OF LAND BEHIND CURB, AND/OR PAVING, MAINTAIN TOP OF INLET AT 6\"/>



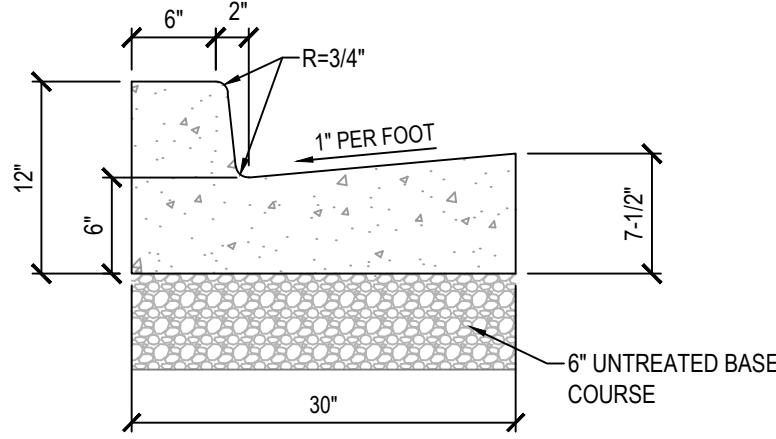
2 CONCRETE WASTE MANAGEMENT

SCALE: NONE



3 PORTABLE TOILET

SCALE: NONE

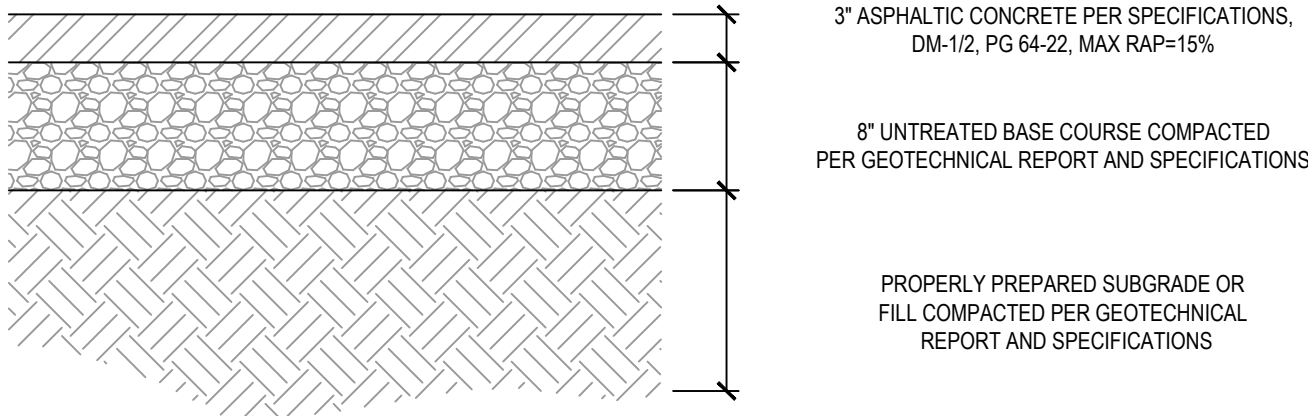


- NOTE:
1. CONSTRUCT PER NOTES AND SPECIFICATIONS ASSOCIATED WITH APWA STANDARD PLAN NO. 205.

4 30" COLLECTION CURB AND GUTTER

SCALE: NONE

- ASPHALT NOTES
1. ALL PAVING TO BE PLACED OVER PROPERLY PREPARED NATURAL SOILS AND/OR PROPERLY PREPARED EXISTING FILL SOILS AND PROPERLY COMPACTED STRUCTURAL FILL WHERE SPECIFIED.
 2. ALL STRUCTURAL FILL TO BE PLACED AND COMPACTED PER THE PROJECT GEOTECHNICAL REPORT OR TO A MINIMUM OF 95% OF THE MAXIMUM DRY DENSITY AS DETERMINED BY THE AASHTO T-190 (D-1557) METHOD OF COMPACTION. LIFTS SHOULD BE PLACED PER GEOTECHNICAL RECOMMENDATIONS BUT SHOULD NOT EXCEED 8\"/>
 3. REMOVE SURFACE VEGETATION AND OTHER DELETERIOUS MATERIALS OVER THE ENTIRE SITE IN PREPARATION OF PROPOSED IMPROVEMENTS.



5 STANDARD ASPHALT SECTION

SCALE: NONE

DETAILS

1 October 2020

Clearfield City
55 South State Street
Clearfield City, Utah 84015

Attn: Brad McIlrath, Senior Planner
Proj: **Alvey Subdivision**
Subj: Review #1

Dear Brad,

Attached is our review of the above referenced Site Improvement Drawings for your consideration. The following comments will need to be addressed prior to our recommended approval.

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 fire turnaround and access easements shown on the plat, needs to have the bearings and distances shown and the curve data and radius clearly stated.
2. The "Roadway Dedication" for Main Street needs to read "Main Street Roadway Dedication to Clearfield City" plus the square footage and acreage added on the Plat.
3. All the corner points for the boundary and the lot corners are required to be placed on the ground with stamped caps. This requirement must be indicated on the Plat "Legend" and shown on the Plat drawing.
4. The Clearfield City Engineer Signature block shall be written with 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. The Surveyors stamp, signature and date will need to be added to the “Surveyor’s Certificate”. It typically is not placed on the boundary description.
6. A “Narrative” needs to be added to the Plat.
7. The name of the owner’s signing the Plat need to be printed under the “Owner’s” signature line.
8. In the “Owner’s Dedication” the acknowledgement of the dedication of the City Public Street is required.
9. The “Point of Beginning” is needed on the Plat.
10. The “Basis of Bearing” needs to be clearly shown on the Plat.
11. The lot addresses will need to be added to the plat along with the lot square footage and the acreage.

Improvement Drawings:

1. Notes need to be placed on the Site Plan Improvement Drawings indicating all deteriorated, damaged or missing surface improvements surrounding the perimeter of the development and on-site be replaced or installed; i.e., curb and gutter, sidewalk, landscaping park strip improvements, asphalt patching, landscaping replacement, site lighting, dumpster screening, concrete improvement, etc.
2. On the grading plan the propose contours are required along with pavement elevations.
3. The invert flowline at the sewer cleanout and the finish grade need to be added to the drawings
4. A “Geotechnical Report” needs to be prepared and submitted for review.
5. A “Storm Water Detention Plan” must be prepared and submitted for review.
6. Each water meter must be connected to the City water main with its own corporation stop and must be type “k” copper.
7. The private roadway must have curb & gutters to channel all storm water to the future storm water detention basin.
8. Details of all improvements need to be placed in the drawings, i.e., water meter, sewer clean-outs, sewer connection to the City main line, storm water collection facilities, pavement thickness, curb & gutter, etc.

Should you have any questions, feel free to contact our office.

Sincerely,

CEC, Civil Engineering Consultants, PLLC.

A handwritten signature in black ink, appearing to read 'N. Scott Nelson', with a stylized, sweeping flourish at the end.

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

City Engineer

Cc. Adam Favero, Public Works Director
Braden Felix, PE., Deputy Public Works Director
Brad Wheeler, Street Superintendent
Kenny England, Utility Superintendent
Jared Justensen, PE., Community Services Engineer



STAFF REPORT

TO: Mayor Shepherd and City Council Members
FROM: Brad McIlrath, Senior Planner
MEETING DATE: Tuesday, October 13, 2020
SUBJECT: Discussion on 2019-2020 Consolidated Annual Performance Evaluation Report (CAPER)

RECOMMENDED ACTION

Review and discuss the 2019-2020 Consolidated Annual Performance Evaluation Report (CAPER)

DESCRIPTION / BACKGROUND

Attached is a copy of the 2019-2020 Community Development Block Grant (CDBG) Consolidation Annual Performance Evaluation Report (CAPER). This report is an overview of the accomplishments that were met during the previous program year. Residents will be given the opportunity to review the plan at the Customer Service Center from October 27, 2020 to November 24, 2020.

SCHEDULE / TIME CONSTRAINTS

The CAPER is required to be submitted to Housing and Urban Development (HUD) by the end of the 2020 calendar year. The normal due date is September 30th of each year, but due to COVID-19 communities have been provided with a 90-day extension to complete and submit the CAPER.

LIST OF ATTACHMENTS

- Draft CAPER

CDBG

CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (C.A.P.E.R.)



2019-2020

TABLE OF CONTENTS

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CR-10 Racial and Ethnic composition of families served	11
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CR-25 Homeless and Other Special Needs	16
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Appendix – TO BE PROVIDED IN FINAL DRAFT

PR26 - Financial Summary

IDIS Reports

Section 3

Public Notices/Hearings

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

Clearfield City, as a Small Entitlement community, received \$209,735 in CDBG funds to be used towards Grant Administration, the Housing Rehabilitation Program, Open Doors, Davis Community Learning Center, and Safe Harbor to assist low-moderate income individuals/families. In addition to these activities, program income was redistributed to assist first-time homebuyers through the Down Payment Assistance Program as well as funds programed to purchase a vacant lot to be sold to a non-profit organization for the purposed of building a home for a low/moderate income family. These projects are listed in Clearfield City's 5-Year Consolidated Plan. Table 1 below lists the goals as designated in the 5-Year Consolidated Plan, as well as the proposed and actual outcomes for each.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Economic Vitality-Job Creation, Retention, Centers	Offer more opportunities, through job training and accessibility, in order to sustain residents	CDBG: \$0	Facade treatment/business building rehabilitation	Business	10	1	10.00%	0	0	-
Housing Opportunity	Housing opportunities for persons/families of all life stages	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	-	0	0	-
Housing Opportunity	Housing opportunities for persons/families of all life stages	CDBG: \$0	Rental units rehabilitated	Household Housing Unit	50	0	0.00%	0	0	-

Housing Opportunity	Housing opportunities for persons/families of all life stages	CDBG: \$4,050	Homeowner Housing Added (Downpayment Assistance Program)	Household Housing Unit	0	0	0.00%	0	0	-
Housing Opportunity	Housing opportunities for persons/families of all life stages	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	10	0	0.00%	0	0	-
Housing Rehabilitation	Housing rehabilitation	CDBG: \$69,774.75	Homeowner Housing Rehabilitated (Housing Rehab & Emergency Home Repair Programs)	Household Housing Unit	3	20	666.66%	10	7	70.00%
Housing Rehabilitation	Housing rehabilitation	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	0	0	-	0	0	-
Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	400	48	12.00%	0	0	-

Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	178	-	0	0	-
Public Services	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$24,643.75	Public service activities other than Low/Moderate Income Housing Benefit (Open Doors, Davis Community Learning Center)	Persons Assisted	10,000	16,281	162.81%	6,720	947 (Open Doors 5,027 under, DCLC 746 under projected #'s)	14.09%
Public Services	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	20	0	0.00%	0	0	-
Public Services	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$5,000	Homelessness Prevention (Safe Harbor)	Persons Assisted	500	381	76.20%	100	123 (Highest Year)	123.00%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

2019-2020 Clearfield City, Utah - CAPER

DRAFT

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

During the 2019-2020 program year, progress was made on **five of the twelve** listed goals that were established in the 2015-2020 Consolidated Plan. Below is a breakdown of the 2019-2020 CDBG funded projects as well as the number of people served through each.

OPEN DOORS – FOOD BANK

Clearfield City provided \$2,500 to Open Doors – Food Bank so they could pay salaries for the employees that work at the food bank. The food bank provides emergency food to residents of Clearfield City. 438 participants from Clearfield City were assisted with a 3-5 day emergency food supply and one on one case management.

Services Provided	Amount
Salaries paid to individuals at Open Doors that work at food bank	\$2,500
Total	\$2,500

Proposed to serve: 5,800

Number of clients served: 343

Female head of household: 53

Ethnic Categories	Total Served 2019-2020
American Indian or Alaska Native	9
Asian	1
Black or African American	18
Native Hawaiian or Other Pacific Islander	8
White or Caucasian	289
Balance or individuals reporting more than one race	18

OPEN DOORS – CIRCLES PROGRAM

Clearfield City provided \$10,000 to Open Doors – Circles Program so they could pay salaries for the employees that work on the program and for supplies and services rendered as part of the program. The Circles Program aided low-income individuals with job training and job retention skills. The program also

assisted participants with financial literacy and skills to help individuals no longer depend on social services.

<u>Services Provided</u>	<u>Amount</u>
Salaries paid to individuals at Open Doors that work at food bank	\$10,000
Total	\$10,000

Proposed to serve: 120

Number of clients served: 550

Female head of household: 6

Ethnic Categories	Total Served 2019-2020
American Indian or Alaska Native	0
Asian	0
Black or African American	100
Native Hawaiian or Other Pacific Islander	450
White or Caucasian	0
Balance or individuals reporting more than one race	0

DAVIS COMMUNITY LEARNING CENTER

Clearfield City provided \$12,143.75 to the Davis Community Learning Center. Services at the facility included computer classes, GED/High School completion, ESL classes and case management. The funds were specifically directed and used to fund two (2) Family Support Specialists (FFS) at Holt and Wasatch Elementaries. The work of DCLA and the family support specialists was hindered due to the COVID-19 pandemic. The work shifted providing resource referrals and emergency assistance to many Clearfield families affected by the pandemic. Limited hours were provide to the FSS at Holt and completely eliminated for the FSS at Wasatch Elementary. Assistance was provided to connect families at Holt elementary with monetary assistance, food assistance, and other resources. Ongoing case management was provided to 54 individuals including 14 families.

<u>Services Provided</u>	<u>Amount</u>
Salaries for two (2) Family Support Specialists with the Center (Serving Holt and Wasatch Elementaries)	\$12,143.75
Total	\$12,143.75

Proposed to serve: 800

2019-2020 Clearfield City, Utah - CAPER

Number of clients served: 54

Female head of household: 5

Ethnic Categories	Total Served 2019-2020
American Indian or Alaska Native	0
Asian	0
Black or African American	4
Native Hawaiian or Other Pacific Islander	0
White or Caucasian	45
Balance or individuals reporting more than one race	5

SAFE HARBOR

Clearfield City provided \$5,000 to Safe Harbor to help pay for the costs incurred in meeting the needs of the citizens of Clearfield City that stay at the facility. This shelter houses women and children that have been victims of domestic violence. Crisis counseling is provided with a 24/7 hotline and case management to survivors and their children while at the shelter. Safe Harbor offers fourteen distinct services, including protective orders, economic empowerment, services in Spanish, and children's services. They offer a safe and secure shelter for up to 30 days per state law including clothing, hygiene needs, food, medication and personal supplies. As the only shelter in Davis County, Safe Harbor works with local police departments, including Clearfield PD.

<i><u>Services Provided</u></i>	<i><u>Amount</u></i>
Operating costs for Domestic Violence Shelter including salaries	\$5,000.00
Total	\$5,000.00

Proposed to serve: 100

Number of clients served: 123

Female head of household: 16

Ethnic Categories	Total Served 2019-2020
American Indian or Alaska Native and Black or African American	1
Asian	1

2019-2020 Clearfield City, Utah - CAPER

Black or African American	4
Native Hawaiian or Other Pacific Islander	1
White or Caucasian	83
Unknown	33

DOWN PAYMENT ASSISTANCE PROGRAM

Additional funding for the Down Payment Assistance Program was not included in the 2019-2020 One Year Action Plan. However, any funds that are returned to the City, as a result of a previous homebuyer selling their home, are set up in an interest bearing account. During the 2018-2019 program year, \$4,050 in program income was. Due to the low amount of funding, no households were able to be assisted with the funds during the program year. Administrative funds to cover the costs incurred by the Davis Community Housing Authority for administering the grant were paid totalling \$405.00. The remaining balance of 3,645 will need to be reallocated with a future program year.

<u>Services Provided</u>	<u>Amount</u>
Down Payment Assistance for first time home-buyers	\$4,050
Total	\$4,050

Proposed to serve: 0 (Not included in the One Year Action Plan)

Number of clients served: 0

Female head of household: 0

HOUSING REHABILITATION PROGRAM

This program helps qualified homeowners with repairs such as the following: Accessibility modifications, code violations of health and safety concerns, new energy efficient windows, new siding, stucco or roof, new water and/or sewer lateral. Optional repairs or improvements (must be in addition to the previous listed items) include: new landscaping, new attached garage, and new driveway.

Clearfield City provided new funding for the rehab program for the 2019-2020 program year in the amount of \$58,456.25. Seven (7) households were provided assistance with this program. Not all of the funds were spent and there is a balance of \$35,850.28 that will need to be reallocated in a future program year.

<u>Services Provided</u>	<u>Amount</u>
Housing Rehabilitation Assistance provided for moderate to low income households	\$58,456.25

Total

\$58,456.25

Proposed to serve: 10

Number of clients served: 7

Female head of household: 0

Ethnic Categories	Total Served 2019-2020
White or Caucasian	6
American Indian or Alaska Native and White	1

ADMINISTRATIVE COSTS FOR THE C.D.B.G. PROGRAM

Clearfield City programmed \$38,500 to be used towards the Community Development Block Grant Administration. The funds were used to cover the contract services for the creation of the 2020-2024 %-Year Consolidated Plan and the Analysis of Impediments to Fair Housing Report and city staff time. Of the total amount, \$30,000 was allocated to the contract services, with the remaining amount to be used for staff time and noticing requirements. Do date there is only \$496.49 remaining on the consultants contract which will be spent with the final invoice and will leave no outstanding balance for administrative funds.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

NOT COMPLETED - DRAFT	DAVIS COMMUNITY LEARNING CENTER	OPEN DOORS (Food Bank & Circle Program)	SAFE HARBOR
White	770	315	73
Black or African American	7	38	0
Asian	12	3	1
American Indian or American Native	2	11	0
Native Hawaiian or Other Pacific Islander	7	6	0
American Indian or Alaska Native and Black or African American	0	0	1
Other multi-racial	369	65	32
Total	1,167	438	107
Hispanic	840	105	9
Not Hispanic	327	333	67

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The information provided in Table 2, which is pulled from IDIS, only reflects the number of individuals/families served through the Davis Community Learning Center. Therefore, two more columns were added to include the individuals/families that were served by Open Doors and Safe Harbor.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	\$209,735.00	\$102,785.18
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other		

Table 3 - Resources Made Available

Narrative

It is difficult to project the amount of future CDBG funding. However, based on past funding appropriations, the City can expect to receive at least \$200,000 per year. During the past program year \$102,785.18 was spent, which is only 49% of the grant award of \$209,735. The remaining \$496.49 will be spent with the final consultant invoice leaving a grant balance of \$106,453.33. That remaining balance will need to be reprogrammed into current or future activities as was done for unspent funds from previous years.

The following is a breakdown of the total amount allocated to each project and their remaining CDBG grant balance for the 2019-2020 program year:

Agency or Project Name	Allocated	Reimbursed	Balance
Open Doors – Food Bank	\$ 2,500.00	\$ 2,500.00	\$ 0.00
Open Doors – Circles Program	\$ 11,816.50	\$ 11,816.50	\$ 0.00
Davis Community Learning Center	\$ 12,143.75	\$ 11,540.70	\$ 603.05
Safe Harbor	\$ 5,000.00	\$ 5,000.00	\$ 0.00
Downpayment Assistance	\$ 4,050.00	\$ 405.00	\$ 3,645.00
(Program Income)			
Housing Rehabilitation	\$ 69,774.75	\$ 33,924.47	\$ 35,850.28
Purchase of Vacant Lot	\$ 70,000.00	\$ 0.00	\$ 70,000.00
CDBG Administration	\$ 38,500.00	\$ 38,500.00	\$ 0.00
TOTAL	\$211,968.50	\$102,785.18	\$110,098.33

As of October 6, 2020: 48.49% of the total funds have been expended as shown above. As for the projects showing a remaining balance, these funds will need to be reallocated into another future project.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
N/A	N/A	N/A	N/A

Table 4 – Identify the geographic distribution and location of investments

Narrative

Clearfield City did not identify a geographic target area as a basis for funding allocations.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Though matching funds are not required in order to receive CDBG dollars the public service projects use leverage additional resources. See below for a more detailed description of the funding resources. The following information is based upon the grant applications and actual funds leveraged may be different.

- Open Door's total project cost for the food bank was estimated at \$538,721. Open Doors was provided with \$2,500 CDBG dollars from Clearfield City. Open Doors indicated that they planned to receive \$355,185 from state funding programs, \$50,036 from Davis County, \$32,500 from other cities, and \$98,500 from private donors. In all, the Open Doors planned to leverage \$536,221 in additional resources.
- Open Door's total project cost for the Circles Program was estimated at \$263,000. Open Doors provided with \$11,816.50 CDBG dollars from Clearfield City. Open Doors indicated that they planned to receive \$27,000 from state funding programs, \$40,000 from Davis County, \$17,183.50 from other cities, and \$167,000 from private donors. In all, the Open Doors planned to leverage \$251,183.50 in additional resources.
- The Davis Community Learning Center's total project cost was estimated at \$21,286.56 and the CDBG program funded 57% (\$12,143) of the project. There were no additional resources due to HUD conflicts that only local CDBG funds could assist with the program.
- Safe Harbor's total project cost was estimated at \$47,062. Safe Harbor leveraged the \$5,000 CDBG dollars with \$10,601 from other federal sources, \$9,282 from the state, \$11,134 from private donors, and \$10,045 in-kind/volunteer hours. In all the Safe Harbor leveraged \$41,062 in additional resources.

In all, the leveraged resources totaled \$828,466.50.

There was not any publicly owned land or property located within Clearfield City that was used to address the needs identified in the plan.

2019-2020 Clearfield City, Utah - CAPER

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

Clearfield City addressed homelessness by assisting 107 persons from Clearfield that were fleeing domestic violence by funding the Safe Harbor shelter and shelter services. However, this program is not reflected below as the services did not support rental assistance, nor the acquisition of units, new units, or rehabilitation of units.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	5
Number of households supported through Acquisition of Existing Units	0	0
Total	0	5

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The numbers above come from the one year action plan and reflect the goals of assisting households with the Housing Rehabilitation program (see page 29 of 2018-2019 One Year Action Plan). All five (5) households were assisted with the Housing Rehabilitation program. As stated earlier in this report, the funds planned for the purchase of the vacant lot were reallocated to the Housing Rehabilitation program.

Based on the review of the City's performance and accomplishments during the 2018-2019 year, the City is meeting the objectives outlined in the 2015-2020 Consolidated Plan. The Davis Community Learning Center and Safe Harbor both served more individuals than expected and should be commended for their dedication and hard work throughout the year. Each organization has seen growth over the past years and should continue to receive support from the City. Open Doors served a significant smaller amount of individuals from the previous year, but there has not been a good indication of why this has happened. Open Doors receives grant funding from other CDBG programs in surrounding cities and the county and with a recent change in the administration from the county level it is likely that they are more accurately tracking the amount of Clearfield residents they served at the food bank. The 2019-2020 program year will see a change in the location where Clearfield CDBG funds will be allocated. A smaller amount will be allocated towards local food bank efforts, with the majority of the funds going to support the Circles Program. Staff anticipates that this will help more local residents and provide a better service for the community.

The Housing Rehabilitation program along with the Down Payment Assistance programs are successful, but lack sufficient funding to provide the same level of service as seen with the Davis County CDBG programs.

Discuss how these outcomes will impact future annual action plans.

The City did not experience any issues or problems during the 2018-2019 program year that would require changes to future program years.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income (30%)	110	N/A
Very Low (50%)	1,191	N/A
Low-income (80%)	415	N/A
Moderate-income	6	N/A
Total	1,722	N/A

(Awaiting information on Housing Rehab, Down Payment Assistance, and Open Doors)

Table 7 – Number of Households Served

Narrative Information

The number of persons served in Table 7 include people served through the Davis Community Learning Center (1,167), Safe Harbor (107), Open Doors(438) as well as the Davis Community Housing Authority (10). Open Doors operates the food bank and Safe Harbor operates the only domestic violence shelter in Davis County. All of these numbers represent the number of Clearfield City residents served throughout the 2018-2019 program year. Based on the totals, 6.38% are extremely low-income or 30% of AMI, 69.16% are very low or 50% of AMI and 24.09% are low-income or 80% AMI. The remaining

0.348% are classified as moderate-income. Therefore, 100% of all served do not exceed the low-income classification or 80% AMI.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

Clearfield City's strategy is to reach out to the region's Continuum of Care, the Balance of State Continuum of Care, to ensure participation in efforts that identify and assess the needs of homeless persons living in the City. In addition, the City is part of the Local Homeless Coordinating Committee (LHCC) which is a regional effort that brings multiple agencies including service providers, government agencies, and faith based organizations together to discuss how to address homelessness and chronic homelessness. It also helps to ensure programs are not being duplicated therefore; resources can be used to the greatest extent.

Addressing the emergency shelter and transitional housing needs of homeless persons

Victims of domestic violence are a significant type of person in need of an emergency shelter and transitional housing. To this end, the City funded the only domestic and sexual violence service provider, Safe Harbor/Davis Citizens' Coalition Against Violence. The project allowed 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.

Open Doors provides additional assistance for individuals with a lack of financial literacy and with assistance from Circles Davis County, is able to provide courses for low-income individuals to break the cycle of poverty.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Clearfield City consulted and coordinated 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 the most during the creation of the 5-Year Consolidated Plan for 2015-2020. Clearfield City staff have been unable to coordinate with these groups other than subrecipients due to other job responsibilities. These coordination efforts are important 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 did not allocate 2018-2019 funding toward this activity exclusively.

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

Clearfield City worked with the Davis Community Learning Center and Safe Harbor which provide resources and assistance to help homeless persons make the transition to permanent housing and independent living. Though the City continually works with service providers, the City did not allocate 2018-2019 funding toward this activity exclusively.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

Not applicable. Clearfield City did not have action items planned in 2018-2019 to address public housing needs.

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

Not applicable. Clearfield City did not have action items planned in 2018-2019 to address public housing needs.

Actions taken to provide assistance to troubled PHAs

Not applicable.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

The City has sought and continues to explore opportunities to implement and create programs that remove barriers to affordable housing options. One of the ways that this is accomplished is through The Moderate Income Housing Plan. This plan provides a detailed analysis of the City's housing inventory, affordability, and need. The Plan is continually evaluated and updated to provide a basis for future planning processes. As of the end of the program year, staff has made progress on updating the plan to meet new state requirements for monitoring and reporting on the Moderate Income Housing Plan. Another possible barrier can be a lack of housing options due to previous City ordinances. Accordingly, Clearfield City is has recently adopted ordinance changes for the 700 South and State Street corridors that encourage revitalization of these areas that allow for the creation of more housing choices, and more options for those who live along major transit corridors. One unique characteristic to Clearfield City is a lack of market-rate multi-family developments. One of the recently completed projects known as City Center, is rented out at market rate. Based upon current information the development has an occupancy rate of ninety-five to ninety-eight percent (95%-98%), which is a healthy occupancy rate for multi-family developments. With the addition of market-rate and affordable housing projects under construction, the City will provide a variety of housing options, from townhomes, apartments, and other future single family housing opportunities. Each project, working closely with the City, will provide a diverse array of housing for the community.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

Clearfield City's Analysis of Impediments was updated in 2015 and the City is working toward a plan for implementation that will help address the obstacles to meeting the needs of the underserved population. The CDBG Coordinator has been invited to attend monthly meetings with the Davis Local Homeless Coordinating Committee, which brings people from multiple agencies together to discuss homelessness and underserved individuals/families. To date, the CDBG Coordinator has been unable to attend but works to obtain information through the subrecipients.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Though there are number of homes that were built before 1978 that may contain lead-based paint, they are not reported to the Davis County Health Department. The Health Department is a legal entity responsible for lead-based paint remediation efforts. The City and Health Department continue to provide information to residents on the dangers and remediation action that can be taken to reduce or mitigate the threat of lead-based paint. The Health Department no longer performs lead-based paint

evaluations. The City will direct residents with concerns related to lead-based paint to the Davis County Health Department for resources and assistance.

Based upon a recent audit by the U.S. Department of Housing and Urban Development in June, 2019, Clearfield City must modify the lead-based paint policies. This is specifically an issue with the Housing Rehabilitation program and is a requirement of the audit.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

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

The City also funded the Davis Community Learning Center in order to provide funding to two volunteer and resource coordinators at two Title 1 schools, Wasatch and Holt Elementaries. The resource coordinators connect families in need or in crisis with various resources in the community. The coordinators 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 taken to develop institutional structure. 91.220(k); 91.320(j)

The City did not have a plan to develop the institutional structure in the 2018-2019 program year.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

In order to achieve the requirement from HUD, the City actively participates in organizations that are committed to ending homelessness and providing transitional housing for low to moderate income families. One of the most active organizations the City works with is the Local Homeless Coordinating Committee ("LHCC"), which consists of entitlement jurisdictions, non-profit organizations including CDBG subrecipients: Open Doors, Davis Community Learning Center, and Safe Harbor.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

Conclusions and Action Plan of Analysis of Impediments to Fair Housing Choice are listed below:

Impediments Found

1. **Large populations of minorities, disabled, low-income and other protected classes found in Clearfield.** Affordable housing for protected classes was found to be available throughout Clearfield with very little segregation, but there is not enough throughout the county leading to concentrations of protected class populations within Clearfield City, (as well as Sunset and Layton) and a need for a more regional approach to serving protected classes and providing an adequate supply of affordable housing.

Low income households looking for affordable rental housing are likely to find what they're looking for within and around Clearfield, but years of zoning restrictions in other cities have led to concentrations of protected class populations within Clearfield and fewer low-income housing opportunities in other areas of the county. Clearfield has more low-income, minority, single-parent, households with disabilities, and non-English speaking households than other cities. The regional AI study also suggests that there be a regional approach to providing more affordable housing throughout the county to desegregate the concentrations found within certain cities, including Clearfield. While segregation of protected classes does not appear to be a significant problem within Clearfield itself, it does seem to be a problem on a regional level.

Recommendations for Regional Planning for Affordable Housing:

Clearfield City will look for opportunities to collaborate with other cities and the county on housing, transportation and employment issues in order to reduce concentrations of minority renters. Clearfield City will work on taking a regional approach to affordable housing issues and will look for opportunities to collaborate and thereby improve neighborhoods within Clearfield City.

2. **Not enough accessible and visitable single family homes or large accessible rental units.** This is true throughout the region. Large families and households including a person with a wheelchair are extremely limited geographically due to lack of supply of large accessible rentals and accessible single family homes. These families are further limited in places they can go and visit by a lack of "visitable" homes.

Accessibility and Visitability Recommendations:

HUD endorses the "visitability" concept, which is a voluntary standard promoted by the Department in new construction and existing properties. Visitability means that at least one entrance is at grade (no step), approached by an accessible route, such as a sidewalk and the entrance door and all interior doors on the first floor are at least 34 inches wide, offering 32 inches of clear passage space. Visitability allows mobility impaired residents to visit families and friends where this would not otherwise be possible. A visitable home also serves persons without disabilities (for example, a mother pushing a stroller, a person delivering large appliances, a person using a walker, etc.).

3. **Lack of single family homes suitable for large families and large Hispanic families at or above median income.** Clearfield has an abundance of homes suitable for families in the low to moderate

income range, but large families at or above median income often move out of Clearfield in order to find a suitable home to rent or buy.

Recommendations for increasing housing choice for large families:

Clearfield city recognizes a need for more homeownership opportunities for all incomes, especially moderate income families. For those at or above median income looking to buy a home in Clearfield, there is not much inventory. The Analysis of Impediments from 2015 includes a recommendation for higher end single family homes to balance the community and keep families in the city once they're ready to move on from their first "starter home." However, Clearfield's ability to meet this recommendation is limited due in part to the limited supply of undeveloped single family parcels. Clearfield City recognizes this need and will seek to address it through zoning to ensure that new development results in a diversification of housing stock. Remaining property available for future single family development will continue to be planned for in the General Plan. Clearfield City will continue to work with developers and property owners to develop larger single family homes where possible.

4. **Bank loan applications for Hispanics have roughly twice the denial rate than whites in Clearfield and Layton.** Due to the number of applications turned down with no documented reason, the reason for this disparity is unknown. But because of Clearfield's large Hispanic population and low home-ownership rates this disparity could be an important impediment to fair housing choice.

Recommendations to ensure equal opportunity to lending:

In previous years the CDBG coordinator has conducted meetings, and in the future may initiate written correspondence with the banks in Clearfield covered by the city's HMDA review. It has not been done consistently, however. Clearfield City recognizes the need and importance of this practice and will revisit our efforts to ensure lenders are following equal opportunity requirements.

5. **There are specifically two (2) census tracts within Clearfield (shown on the following map) that have higher rates of poverty, minorities, low-income disabled, deteriorating housing stock, and medically underserved populations.**

The tract on the west has very little population living there and it is mainly an industrial area. However, the tract shown on the east could greatly benefit by investment. Improvements to these neighborhoods in terms of infrastructure and public transportation, improving Title 1 schools and supporting English programs for LEP adults, and economic development will improve housing choice and neighborhood stability and increase opportunities within Clearfield City.

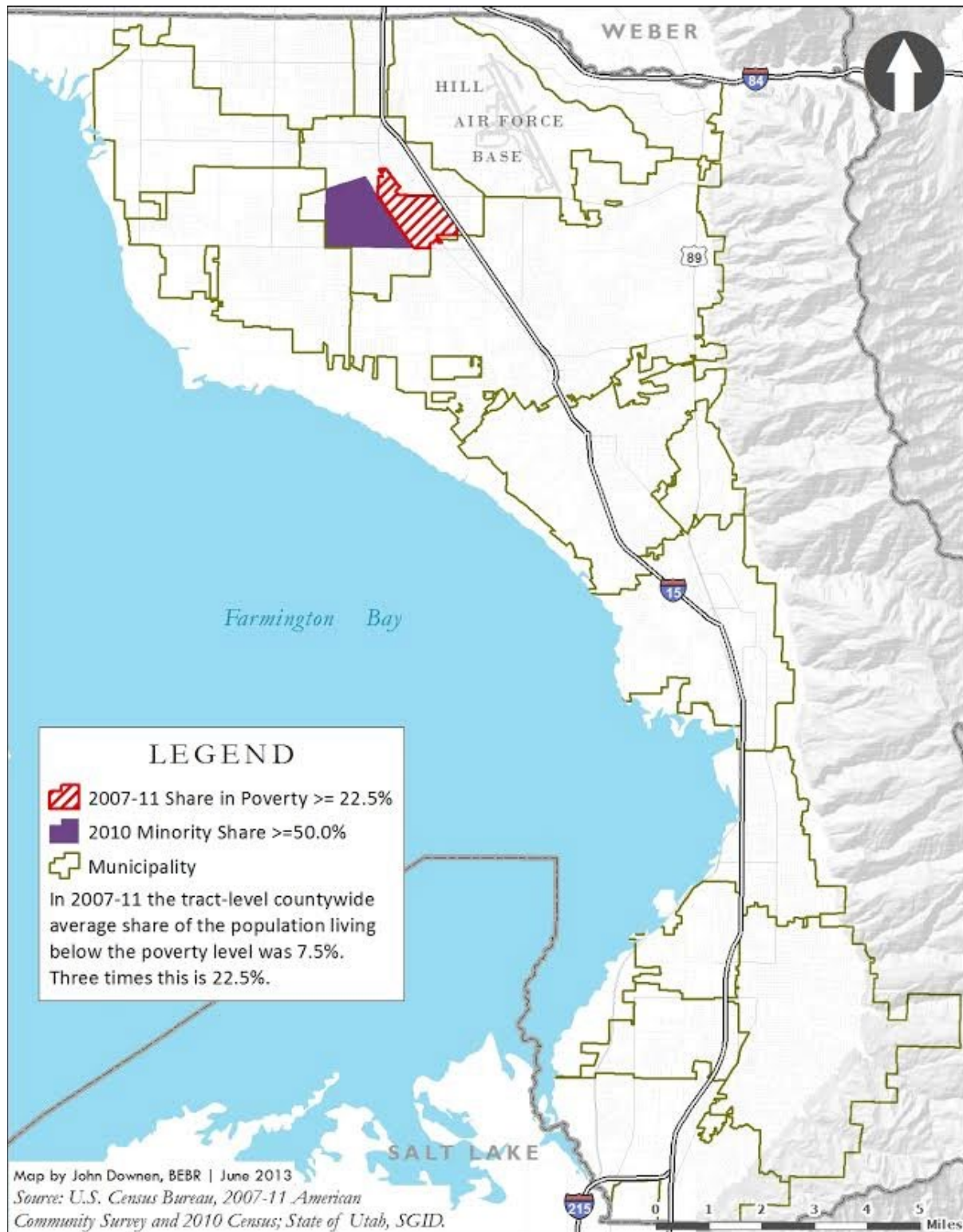
Recommendations for improving underserved census tracts:

Clearfield will target the two (2) underserved census tracts for reinvestment activities such as rehabilitation and, as necessary, demolition of vacant housing and the construction of replacement housing.

Clearfield will offer economic incentives for housing developers/sponsors, businesses (for commercial and employment opportunities), bankers, and other interested entities that assist in the revitalization effort.

Clearfield will coordinate this information with already designated RDA zones and set priorities based on need. Clearfield City already has RDA 7, RDA 9, RDA 10, EDA 3 (ATK), and the Clearfield Station CDA that fall within these two underserved census tracts. All of them are available to be utilized as tools to incentivize redevelopment or investment in those tracts. EDA 3 is specific to industrial development (job creation).

DRAFT



CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The CDBG program is administered within the Community Development Department by the Senior Planner/CDBG Coordinator. This allows for a more comprehensive review and oversight of the program. Additionally, this ensures that projects funded with CDBG funds are implemented in conjunction with other comprehensive planning activities. The City's Community Development staff work under the direction of the Community Development Director who works under the City Manager, Mayor and City Council.

The City works with a HUD representative out of the Denver Regional office who audits the City and its CDBG program. City staff work directly with CDBG grant sub-recipients to ensure the sub-recipients are aware of all of the program's policies and regulations. The City requires that the sub-recipients create a scope of work that outlines their project's accomplishments. This is then included in a signed agreement with the City. The agreement allows the City to conduct site inspections, review financial records and other records, and determine matters of compliance and environmental regulations. The City also conducts internal monitoring control checks as part of the annual budget and annual independent audit.

The HUD representative audited the Clearfield CDBG program in June 2018 and compiled a report of seven (7) findings that needed to be corrected by the end of October 2019. Those findings have been corrected to the satisfaction of HUD. One of the findings was a lack of sub-recipient on-site monitoring. This has continued to be an item for city staff to correctly address and allocate time to. With the current pandemic and inability by staff to allocate time for sub-recipient monitoring, activity has not taken place do date. The CDBG Coordinator recognizes the need to perform sub-recipient monitoring and intends to do so when possible.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Prior to the adoption of the consolidated plan, Clearfield City informed the public about the plan process, the amount of federal assistance 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 was available in the Clearfield City Community Development Department.

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 announcements were published in the newspaper in both Spanish and English.

During the public hearing, on March 12, 2019, the following public comments were received on the 2019-2020 Action Plan:

No public comment was provided.

The second public hearing was held on April 23, 2019 in which the City Council approved and adopt the final plan as written. This plan was made available for public comment for 30 days.

Citizens were given the opportunity to review the 2018-2019 Consolidated Annual Performance Evaluation Report (CAPER) in the Community Development Department from October 27, 2020 to September 24, 2019.

No public comment was provided.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There were not any changes to the City's program objectives during the 2019-2020 year.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:30 P.M. WORK SESSION
August 25, 2020

City Building
55 South State Street
Clearfield City, Utah

PRESIDING:	Vern Phipps	Mayor Pro Tem
EXCUSED:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Tim Roper	Councilmember
	Karece Thompson	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Kelly Bennett	Police Chief
	Adam Favero	Public Works Director
	Braden Felix	City Engineer / PW Deputy 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

Mayor Pro Tem Phipps called the meeting to order at 6:31 p.m.

DISCUSSION ON THE CITY GENERAL PLAN ANALYSIS AND UPDATE ON THE
CONSULTANT SELECTION

Spencer Brimley, Community Services Director, stated the City and Wasatch Front Regional Council (WFRC) had selected VODA Landscape and Planning as the consultant for the City's General Plan update. He mentioned the team of consultants and sub-consultants included VODA Landscape and Planning, Fehr and Peers, and Zions Bank Public Financing. He pointed out some qualifications and key projects the team of consultants had worked on throughout the region and within the City.

Mr. Brimley reported the City budgeted \$95,000 for the project and WFRC had contributed \$55,000 in grant funds. He noted the project was planned for completion around April of 2021. He indicated the contracts were in the process of being prepared. He acknowledged the consultant was planning to hold its first introductory meeting with the City Council and Planning

Commission in the near future to determine what the desired outcomes were for the review. Mr. Brimley mentioned there would also be an outreach plan for soliciting public input.

Councilmember Peterson asked whether the proposals were submitted from the team of consultants as a group or individually and later grouped into workable teams. Mr. Brimley responded the lead consultant configured its team and introduced that into the proposal.

Councilmember Peterson wondered if there would be additional costs to the City if the time schedule was not met or the project needed additional time to complete. Mr. Brimley answered typically the consultants tried to manage the scope of the project within the allocated funding available. He did not anticipate there would be additional costs to the City if the process went longer than planned. He added the proposal came in slightly under the budgeted amount so if needed a small amount of additional funding was available.

Mr. Brimley mentioned there would be steering committees and participation opportunities for members of the public bodies. He indicated the timeline was short but staff would work to keep the Council updated on the progress of the project throughout the process.

DISCUSSION ON THE AMENDMENTS TO 2019/2020 COMMUNITY DEVELOPMENT BLOCK GRANT ONE-YEAR ACTION PLAN RELATED TO COVID-19 EFFORTS AND NEEDS

Brad McIlrath, Senior Planner, stated some of the Coronavirus Aid, Relief, and Economic Security (CARES) Act funding had been allocated to the U.S. Department of Housing and Urban Development (HUD) to distribute to entitlement communities through the Community Development Block Grant (CDBG) program. He pointed out the City as an entitlement community had been allocated \$129,178 specifically to assist with services or activities that would address the impacts of COVID-19. He mentioned staff explored multiple options for funding uses and ultimately recognized the need to partner with Open Doors and Safe Harbor to address the housing and food needs of the community.

Mr. McIlrath reported Open Doors and Safe Harbor submitted requests for funding of about \$80,000 each and the planned uses for the funding were listed in the staff report. He mentioned there was a time period of eight years for spending the funds and anticipated both programs would likely use the funds within the first year. He noted there was a change since the staff report was prepared because HUD had notified the City it would need to amend its most recently approved One-Year Action Plan. Mr. McIlrath indicated rather than amending the 2019/2020 Year Action Plan as initially planned, the City would need to amend its One-Year Action Plan for the 2020/2021 program year since it was recently approved. He acknowledged the public hearing had been noticed for September 8, 2020.

Councilmember Bush asked how the allocations for Open Doors and Safe Harbor were determined. Mr. McIlrath answered staff had tried to be as equitable as possible when making those decisions. He reported Safe Harbor had requested money for conference chairs; however, in reviewing the request staff felt that need might not have the best impact directly for Clearfield residents.

Councilmember Phipps questioned if there were any constraints on how the money was spent. Mr. McIlrath responded there were constraints in place and the funding would need to assist those in the low to moderate income range as well as benefit Clearfield's residents.

Councilmember Phipps wondered if each organization would be required to use the funds as intended or if the funds could be spent on purchases deemed suitable such new chairs once the City provided the funding to each organization. Mr. McIlrath explained the money that was allocated would need to be spent towards the uses which were approved, so the purchase of chairs would not be an option for the funds. He indicated each organization would have to submit requests for reimbursement and those requests would be thoroughly examined prior to approval and release of funds.

Councilmember Thompson asked if there were any other providers that were contacted or had applied for the funding. Mr. McIlrath responded HUD allowed the City to work with the public service providers it was already using to disburse the CARES Act funds, so there would not be a requirement for further advertising other than the five-day noticing period. He added representatives from the Davis Community Learning Center were also contacted but reported not being as greatly impacted by the COVID-19 pandemic. Councilmember Roper expressed his opinion Open Doors and Safe Harbor had the most reach within the community.

Councilmember Thompson wondered if the City's domestic violence program and Safe Harbor were intertwined by receiving assistance for housing or domestic violence. Stuart Williams, City Attorney, indicated Safe Harbor received the same source of funding as the City, but he was unsure of the amount. Councilmember Thompson expressed his concern that there could be a ceiling of assistance and wanted to make sure the money was spread around so it had the most impact for the residents.

Mr. McIlrath reviewed the allocation proposed for Safe Harbor was \$64,000 to provide additional counseling, rental and flexible assistance, additional supplies for families, and to cover staff supportive services. He continued the allocation proposed for Open Doors was \$65,178 to provide rent for up to ten families and additional staffing costs to help meet the increased demand for services. There was a discussion on the best allocation of the resources to make the most impact for residents.

Mayor Pro Tem Phipps expressed appreciation to staff for the thought that went into determining what would be most impactful.

Councilmember Bush moved to adjourn the work session and reconvene in policy session at 6:54 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.

The meeting reconvened at 8:08 p.m.

DISCUSSION ON A ZONING TEXT AMENDMENT TO THE FORM BASED CODE
ALLOWING INDOOR TEMPERATURE CONTROLLED SELF-SERVICE STORAGE IN
THE GATEWAY CORRIDOR COMMERCE (C-C) ZONE

Brad McIlrath, Senior Planner, stated the Planning Commission reviewed the proposed zoning text amendment to allow indoor temperature controlled storage units in the Gateway Corridor Commerce (CC) zone of the Form Based Code (FBC) at its meeting on August 19, 2020. He explained staff had recommended denial based on the findings included in the staff report. He noted following the discussion and hearing from the applicant, the Planning Commission recommended approval of a zoning text amendment with some additional changes to the development standards. Mr. McIlrath acknowledged both the applicant and the members of the Planning Commission had some good points that were shared in the meeting. He mentioned Chris Uccardi, Planning Commission Chair, was present to provide insight into the recommendation of the Planning Commission and its discussions on the matter.

Mr. McIlrath reviewed the few changes in the standards recommended by the Planning Commission for the zoning text amendment. He acknowledged the Planning Commission voted six votes to one vote to recommend approval of the zoning text amendment.

Chris Uccardi, Planning Commission Chair, stated when the Planning Commission reviewed the proposed zoning text amendment there were discussions about self-storage not currently being a permitted use in the City. He mentioned the Planning Commission was not certain if the use could even be considered, but after further review the determination was made that it was not a prohibited use either so discussions continued. He stated the next level of discussion was about the desire to bring commercial development to the City which was aesthetically pleasing. He indicated the discussion about having self-storage as a use in the Form Based Code area gave an opportunity to look at the proposed project in a different way. Chair Uccardi explained the next level of discussion was to review the zoning for the project in the CC Zone. He noted there were only a couple of places within the zone that the proposed use might be located. He continued the Planning Commission also reviewed the project's location and felt it would clean up the area and enhance that neighborhood because there would not be many other commercial operations that could be developed at that location.

Chair Uccardi mentioned the biggest portion of the discussion with the Planning Commission was the review of the FBC to see if the proposed zoning text amendment could meet the current requirements and then check to see if the applicant was comfortable with those requirements. He pointed out the use made sense with conditions and felt the ones updated by the Planning Commission were good.

Councilmember Bush wondered if the facility planned to have a full time manager which would require living space and if that were something discussed during the Planning Commission meeting. Chair Uccardi answered it was not discussed if living space would be necessary, but understood there would be security measures in place not necessarily someone on site.

Councilmember Bush acknowledged the property proposed for development was in an area that had its challenges so it would be good to clean it up. He also expressed his concerns with the

access issues associated with the property and how the increase of truck and trailer traffic associated with the proposed use could have a negative impact.

Councilmember Peterson voiced her appreciation for the analysis that went into the project's review. She pointed out the governing body in 2009 made a policy decision to remove the use from the City Code. She explained before any further discussions about the feasibility of the current project were held it would be important for the Council to hold a policy discussion about the possibility of permitting self-storage, its benefit to residents, and the most appropriate zones to address the impacts of the use.

Councilmember Peterson expressed her concern with placing conditions on a project specifically within the Form Based Code area because it was opposite of what FBC was intended to do. She voiced her concern with amending an ordinance so a particular project would fit in a particular zone. She expressed her opinion such an effort felt like spot zoning. She agreed with the general findings in the staff report that indicated the proposed use was inconsistent with the General Plan and its desired pedestrian uses of the downtown area; and also inconsistent with the purpose of the downtown FBC and vision plan. Councilmember Peterson stated trying to amend or condition the FBC for something that by policy was not allowed was the wrong approach.

Councilmember Roper mentioned his thoughts were similar to those of Councilmember Peterson. He pointed out that the City recently reviewed the FBC and made updates to be more current. He felt it should not be changed for every new development because it would lose the vision it intended for the downtown area. He expressed his comfort with reviewing the City's policy to see if self-storage uses would fit better within one of the other zones of the City.

Councilmember Peterson stated there would be times when amending FBC would be necessary and it was designed to be flexible; however, she worried about changing it for one parcel and having a list of conditions that would be necessary for that type of use. She pointed out there had been some pushback on FBC from developers; however, the Council had been very deliberate in its planning and adoption of FBC so she felt any requests to deviate from it should benefit more than one parcel or project. She explained the proposed project might be a good idea; however, in wanting to be business friendly, work with the applicants, and problem solve, it would be important to trust the process already in place.

Councilmember Thompson expressed his reservations with FBC and felt historically it had been more reactionary even though it was intended to get ahead of the curve. He voiced his concern about excluding certain types of businesses from the City.

Mr. McIlrath pointed out during the planning and zoning process there could be things that were missed and because storage was not currently a permitted use; it was not part of the thought process when updates were made to the FBC. There was a discussion about the historical decisions back in 2009 to remove storage uses from along the main corridors of the City; what the process would be to consider allowing the use again; and if the use was allowed, and that it would be important to have high governing standards in place.

Chair Uccardi expressed his opinion the Planning Commission and City Council had a vision for the City and worked well together. He indicated there were many perspectives working within each body which helped influence decisions. He indicated the Planning Commission reviewed the request on August 19, 2020 and passed along its recommendation of approval but understood the Council would be the body to make the final decision.

Councilmember Bush suggested the Council might want to take another look at allowing the use within the City and consider which zone(s) might be best for it. He suggested the FBC areas might allow for the City to have more control over the outward appearance of the building.

Councilmember Peterson stated that was a fair point; however, her concern with the proposed type of use in a FBC area was that it was unique and might need a tight set of boundaries to work best as recognized by the Planning Commission. She expressed her opinion the proposed use did not fit well into FBC. She suggested it was time to have a discussion about where the proposed use might be best suited within the City Code.

Spencer Brimley, Community Development Director, stated the zoning text amendment was scheduled for a public hearing and then would be considered by the Council during the policy session on September 8, 2020. He pointed out the Council could approve, deny or table the zoning text amendment consideration regardless of whether it would address the policy issues related to storage uses. He mentioned the purpose of FBC was to create something and not determine uses; therefore, it would be worth noting the regulatory standards of the FBC were higher than those used in other traditional zoning districts. He added the Council should not speculate on decisions of the past but be mindful about the objectives and vision of the City as it related to the General Plan plus be careful not to exclude uses through zoning.

Councilmember Bush questioned if the issue would be addressed separately or along with the upcoming General Plan analysis. Mr. Brimley responded it could be part of the General Plan analysis relative to the zoning districts; however, it would be a decision of the Council whether or not storage uses would be addressed. He expressed his opinion it was good the request came to the City. He suggested it might be a good time to hold a larger discussion on the policies currently in place regarding storage uses regardless of the current request.

Mayor Pro Tem Phipps reminded the Council a decision would need to be addressed for the zoning text amendment request on September 8, 2020. He voiced his perspective that the FBC had been adopted and recently updated; thus, it seemed wise to let it do what it was intended to do rather than constantly change it to meet the needs of each development. There was a discussion about the purpose and vision of the FBC and allowing time to see if it would perform as expected.

Councilmember Peterson concluded the questions for the Council to weigh out in the policy session in two weeks were those identified: indoor storage needed to have a place in the City; and without any further discussion prior, would the Council be willing to allow the use only in the CC Zone of FBC along with the list of conditions, which fundamentally ran contrary to the way FBC intended.

Councilmember Peterson moved to adjourn at 8:56 p.m., seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmember Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.

DRAFT

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
September 8, 2020

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
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Brie Brass	Assistant City Attorney
	Kelly Bennett	Police Chief
	Devin Rogers	Police Assistant Chief
	Scott Manookin	Police Lieutenant
	Lee Potts	Police Detective Sergeant
	Josh Carlson	Police Detective
	Adam Favero	Public Works Director
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder

VISITORS: Val Shupe – Utah Chiefs of Police Association, Paige Carlson, Steven Carlson

Mayor Shepherd called the meeting to order at 7:04 p.m.

Councilmember Bush led the opening ceremonies.

APPROVAL OF THE MINUTES FROM AUGUST 4, 2020, WORK SESSION; AUGUST 11, 2020, WORK SESSION; AUGUST 11, 2020, POLICY SESSION; AUGUST 18, 2020, WORK SESSION; AUGUST 20, 2020, WORK SESSION; AND AUGUST 25, 2020, POLICY SESSION

Councilmember Peterson moved to approve the minutes from the August 4, 2020 work session; August 11, 2020 work session; August 11, 2020 policy session; August 18, 2020 work session; August 20, 2020 work session; and August 25, 2020 policy session; as written, seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Thompson. Voting NO – None.

PRESENTATION OF OFFICER OF THE YEAR AWARD TO DETECTIVE JOSH CARLSON
BY THE UTAH CHIEFS OF POLICE ASSOCIATION

Val Shupe, Director of Utah Chiefs of Police Association, highlighted the following details contributing to the Detective Carlson's receiving recognition as the Utah Chiefs of Police Association Officer of the Year: Detective Josh Carlson was nominated by Chief Bennett for his outstanding dedication relevant to the Clearfield Cold Case investigation. The investigation involved numerous City police officers as well as officers and detectives from multiple law enforcement agencies. In 2018, Detective Carlson was assigned to the investigation as the lead investigator. He worked closely with a genetic genealogist and was able to identify a suspect. After several months of reviewing hundreds of documents, conducting interviews, reviewing evidence, and following up on investigative leads, a suspect was arrested for multiple rapes in Clearfield City. Subsequently, the suspect entered a guilty plea and would serve the remainder of his life in prison. The suspect also confessed to other alleged rapes and homicides in the western United States.

Director Shupe presented Detective Josh Carlson with an award recognizing him as Officer of the Year in 2020 for a medium city. Mayor Shepherd and the City Council recognized Detective Carlson's accomplishments.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON AMENDMENTS TO THE
2020/2021 COMMUNITY DEVELOPMENT BLOCK GRANT ONE-YEAR ACTION PLAN
RELATED TO COVID-19 EFFORTS AND NEEDS

Spencer Brimley, Community Development Director, explained the U.S. Department of Housing and Urban Development (HUD) had allocated Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding to distribute to entitlement communities through the Community Development Block Grant (CDBG) program. As an entitlement community Clearfield City had been allocated \$129,178 of the funding to distribute. Open Doors and Safe Harbor submitted funding request letters outlining their needs to assist Clearfield residents impacted by the COVID-19 pandemic. He noted Open Doors was proposed to receive approximately \$65,000 and Safe Harbor approximately \$64,000.

Mayor Shepherd opened the public hearing at 7:16 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

Councilmember Bush moved to close the public hearing at 7:17 p.m. seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Thompson. Voting NO – None.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON AMENDMENTS TO THE FORM BASED CODE'S DEVELOPMENT STANDARDS BY USE WITH THE ENACTMENT OF PROVISIONS RELATED TO ALLOWING SELF STORAGE FACILITIES IN THE GATEWAY CORRIDOR COMMERCE (CC) ZONE

Spencer Brimley, Community Development Director, stated the City received an application to add "Indoor Temperature Controlled Storage Facilities" as a permitted use in the Gateway Corridor Commerce (CC) zone in the Form Based Code (FBC). He pointed out the request included specific development standards to encourage high quality design and development. He reviewed a map of the downtown corridor and explained the Gateway Corridor Commerce zone was intended to invite and welcome visitors to the City.

Mr. Brimley acknowledged after a review of the application and proposal, staff recommended the Planning Commission deny the application because it was not consistent with the Form Based Code nor with the policies or objectives outlined in the General Plan. He continued the Planning Commission held a public hearing on the request on August 19, 2020 and reviewed and vetted the request. He noted the Planning Commission recommended approval with some modifications from the original request. Mr. Brimley mentioned the City Council had a healthy discussion during work session on August 25, 2020 about ideas, objectives, and policies and how to proceed. He stated the Council could either approve, deny, or table consideration of the zoning text amendment request until a future specified date.

Mayor Shepherd opened the public hearing at 7:22 p.m.

Mayor Shepherd asked for public comments.

There were no public comments.

Councilmember Thompson moved to close the public hearing at 7:23 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.

OPEN COMMENT PERIOD

There were no public comments.

APPROVAL OF AMENDMENTS TO THE 2020/2021 COMMUNITY DEVELOPMENT BLOCK GRANT ONE-YEAR ACTION PLAN RELATED TO COVID-19 EFFORTS AND NEEDS

Councilmember Roper moved to approve amendments to the 2020/2021 Community Development Block Grant (CDBG) One-Year Action Plan related to COVID-19 efforts and needs and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper and Thompson. Voting NO – None.

DENIAL OF ORDINANCE 2020-13 AUTHORIZING AMENDMENTS TO THE FORM BASED CODE'S DEVELOPMENT STANDARDS BY USE WITH THE ENACTMENT OF PROVISIONS RELATED TO ALLOWING SELF STORAGE FACILITIES IN THE GATEWAY CORRIDOR COMMERCE (CC) ZONE

Mayor Shepherd expressed not being in favor of the amendment. He felt it would be spot zoning because it would be for one business and consequently open the use up to the entire CC Zone which was also concerning to him.

Councilmember Roper commented there were additional issues presented by the request which should be addressed first.

Councilmember Phipps expressed his opinion this was not a desirable use for the City's gateway.

Councilmember Peterson remarked she understood the intent to address the storage use and work with the business community; however, felt the request stepped outside what the Form Based Code (FBC) was designed to do. She explained the request gave the appearance of wrapping an ordinance around a project; rather, then allowing the ordinances to govern the project's development.

Councilmember Roper explained a lot of time had been invested into the creation of the FBC and there needed to be some time given to see if the desired outcomes would come from that effort.

Councilmember Thompson voiced his dissent from other opinions expressed because there was a lot of density coming to the City and storage would be needed. He mentioned being in support of business. He understood the concern that the first impression of the City should not be fast food and storage space, but also did not want to limit businesses in the corridor.

Councilmember Peterson moved to deny Ordinance 2020-13 authorizing amendments to the Form Based Code's Development Standards by Use with the enactment of provisions related to allowing self-storage facilities in the Gateway Corridor Commerce (CC) zone, seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting No – Councilmember Thompson.

Councilmember Bush suggested it might be time to study the possibility of addressing storage use in the City. Councilmember Thompson agreed. Mayor Shepherd indicated it could be scheduled for a future work session discussion.

COMMUNICATION ITEMS

Mayor Shepherd

1. Reported his trip to Alaska was great and he now had a lot of fish.
2. Planned to participate in committee meetings that would resume again soon for the National League of Cities, Utah League of Cities and Towns, and the Police Chiefs leadership.
3. Announced 'Tuesday Morning with the Mayor' would start back up again on September 15, 2020.

4. Reported the City currently had 28 active COVID-19 cases.

Councilmember Bush

1. Thanked staff for efforts during the current wind storm.
2. Participated in the ribbon cutting for Pop's Sinclair on August 28, 2020.

Councilmember Peterson – thanked staff for efforts on the challenges created by the current wind storm.

Councilmember Phipps

1. Reported Wasatch Integrated had sustained damage to the scale house from the current windstorm; consequently, was requesting people wait a day to bring waste to the facility. He recognized there would be a high demand for services from damage sustained by the wind so there could be delays. Mayor Shepherd asked if there would be any allowances made for those bringing green waste from the wind storm. Councilmember Phipps indicated he could ask especially if there was an interest from the City to help offset costs for residents. He mentioned in the past with similar circumstances, municipalities had agreed to cover the costs associated with green waste disposal because it could be a problem to maintain the access at no cost to users.
2. Participated on the committee dealing with the City's CARES Act grant funding. He indicated the committee felt Phase 2 funding allocations were in harmony with the prior decision of the Council, so unless members of the Council felt otherwise no further discussions were currently necessary.
3. Met with Councilmember Bush and the City's hedgehog committee. He stated the meeting was effective and additional meetings were scheduled for the next couple of months.

Councilmember Roper

1. Recruiting youth to participate in the Youth Commission.
2. Appointed by the Utah League of Cities and Towns to be on the Private Activity Review Board for the Governor and was awaiting approval by the Senate.

Councilmember Thompson

1. Reported on the Mosquito Abatement efforts. He noted the Ogden Airport was doing improvements that were costing the Mosquito Abatement \$13,000; however, the associated costs were being reviewed and still under negotiation. Mayor Shepherd wondered why the District was using an airport in Weber County rather than Davis County. Councilmember Thompson stated he would ask the District.
2. Attended the Governor's Gala. He expressed his appreciation for Governor Herbert and his leadership.

STAFF REPORTS

JJ Allen, City Manager

1. Commented Centerville City asked for assistance from the City with the wind storm cleanup efforts. He reported Adam Favero, Public Works Director, would be coordinating that assistance.
2. Reported the Public Works department would be conducting damage assessments from the wind for the City in the next few days.
3. Announced the monthly report would be coming soon.

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

- Work Session on September 15, 2020.
- Policy session on September 22, 2020.

Councilmember Thompson moved to adjourn and reconvene with Planning Commission in joint work session at 7:43 p.m., seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.

DRAFT

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
September 8, 2020

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
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Brie Brass	Assistant City Attorney
	Kelly Bennett	Police Chief
	Adam Favero	Public Works Director
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder

Mayor Shepherd called the meeting to order at 8:37 p.m.

DISCUSSION ON 200 SOUTH WELL SOLUTIONS

Eric Howes, Community Services Director, stated in the spring of 2019 a project was completed and the City's well on 200 South was put back into service to fill Mabey Pond. He explained last summer there were issues with cavitation of the well so Nickerson Company Inc. was contacted to assist and was asked to evaluate and provide their recommendation for solving the problem. He mentioned the recommendation was to lower the bowls an additional 40 feet further into the aquifer and replace the existing pump motor with a smaller submersible pump for an estimated cost of \$32,284.

He explained while waiting for the evaluation and quote, the aquifer began to recharge and the issue resolved itself for a time. Mr. Howes indicated staff also reduced the flow from the pump by partially closing a valve to limit the rate the water was pulled from the aquifer to avoid future cavitation issues but that approach would cause additional stress to the pump and motor over time. He pointed out with the extended dry weather during the summer the well experienced cavitation issues again and so it had not been used to pump water into the pond for the past several weeks. He stated staff he contacted Nickerson Company to provide an updated cost estimate from 2019 and the increase was about \$1,100 which seemed reasonable.

Mr. Howes mentioned the water shares that were recently converted to the Davis and Weber County Canal Company could be used as a backup water supply if a connection was made. He recommended the project be funded with park impact fees to cover the quote of \$33,338 with a contingency of \$1,662 for a total project cost of \$35,000. He pointed out staff recommended the project be awarded to Nickerson Company Inc. because of its familiarity with the well at 200 South.

Mr. Howes reported it was also recently learned that the 700 South well was having cavitation issues. He pointed out staff was still researching what might be causing that problem.

Councilmember Bush wondered if there were enough park impact fees to fund the project. Mr. Howes reported there were sufficient funds available for the project. There was a discussion about whether or not piping should be extended to utilize the canal as a backup source of water and using impact fees towards the project. Mayor Shepherd expressed his opinion using impact fees seemed reasonable since Mabey Pond was already designated to use impact fees towards its future improvements and water would be needed to keep it full.

Councilmember Phipps expressed his concern about determining if the recommended depth would be adequate to resolve the issues. He wondered if 40 feet was deep enough or if it should be deeper. Mr. Howes responded staff would check with the contractor to determine why 40 feet was selected as the depth and if it should be any deeper to prevent recurring issues.

JJ Allen, City Manager, indicated if the Council was comfortable in moving forward with the project and using impact fees as the revenue source, then the item would come again to the Council with the next set of budget amendments. The consensus of the Council was to do the project as proposed.

Councilmember Peterson moved to adjourn at 8:53 p.m., seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmember Bush, Peterson, Phipps, Roper and Thompson. Voting NO – None.



STAFF REPORT

TO: Mayor Shepherd and City Council Members
FROM: Eric Howes, Community Services Director
MEETING DATE: October 13, 2020
SUBJECT: 2020 Yard of the Year Award Winners

RECOMMENDED ACTION

Present the winners of the Yard of the Year contest with certificates and engraved landscaping stones.

DESCRIPTION / BACKGROUND

The Parks & Recreation Commission has selected the winners of the annual “Yard of the Year Contest” and staff and council are pleased to recognize and award these residents for their efforts in doing their part and beautifying our community. John & Shayleen Salmond have been selected the first place winner, with Alan & Danielle John and Douglas Call as runners up.

IMPACT

a. FISCAL

N/A

b. OPERATIONS / SERVICE DELIVERY

N/A

ALTERNATIVES

N/A

SCHEDULE / TIME CONSTRAINTS

N/A

LIST OF ATTACHMENTS

N/A