CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
November 22, 2022 – WORK AND 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.

55 South State Street
Third Floor
Clearfield, Utah

6:00 P.M. CITY COUNCIL WORK SESSION

Discussion on First Addendum to the Lotus Anthem Development Agreement for the property located at 240 East 350 South (TIN: 15-072-0001)

Discussion on Business License Fee Study and The Good Landlord Program

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

*****ADJOURN THE CITY COUNCIL WORK SESSION AND RECONVENE IN A CITY COUNCIL POLICY SESSION*****

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

7:00 P.M. POLICY SESSION

CALL TO ORDER:	Mayor Shepherd
OPENING CEREMONIES:	Councilmember Roper
Solemn Moment of Reflection	
Pledge of Allegiance	
APPROVAL OF MINUTES:	September 13, 2022 policy session
	October 25, 2022 work session
	November 1, 2022 work session
	November 8, 2022 policy session

PRESENTATION:

1. PRESENT WINNERS OF THE YARD OF THE YEAR CONTEST

   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.

- First Place Winner: Fritz & June Backman
- Runners Up: Tom & Judy Rickeberg and Carolyn Stoker

SCHEDULED ITEMS:

2. 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.

3. CONSIDER APPROVAL OF FINAL SUBDIVISION PLAT – TOWNS AT UNIVERSITY PARK FOR 43-LOT SUBDIVISION FOR TOWNHOMES AND A COMMERCIAL DEVELOPMENT AT THE PROPERTY LOCATED AT 938 SOUTH UNIVERSITY PARK BLVD. (TIN: 09-302-0009). PARCEL AREA: 3.46 ACRES

   BACKGROUND: The applicant is proposing to develop 40 townhomes and a commercial building on the subject property, which is located in between the University Ridge Twin Homes to the south and the Academy Mortgage office building to the north. The development will be provided with vehicular access by using the existing shared access to the Academy Mortgage office building. Because the townhomes and commercial buildings will be sharing an access, a shared access easement will need to be recorded on the plat. According to the proposed plat, the units themselves are designated as private and a two and a half foot (2.5') space in front of the garages is designated as limited common area. The remaining area of the development will be common area and will include the private roads and project landscaping.

   RECOMMENDATION: Approve the Final Subdivision Plat – Towns at University Park for a 43-lot subdivision for townhomes and a commercial development at the property located at 938 South University Park Boulevard (TIN: 09-302-0009) and authorize the Mayor's signature to any authorized documents.

COMMUNICATION ITEMS:

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

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

Dated this 17th day of November 2022.

/s/ Nancy R. Dean, City Recorder

The City of Clearfield, in accordance with the 'Americans with Disabilities Act' provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 801-525-2714, giving her 48-hour notice.

STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Brad McIlrath, Senior Planner

MEETING DATE: Tuesday, November 22, 2022

SUBJECT: Discussion on the 1st Addendum to the Lotus Anthem Development Agreement for the property located at 240 East 350 South (TIN: 15-072-0001) with relation to two additional modifications from the Form-Based Code.

RECOMMENDED ACTION

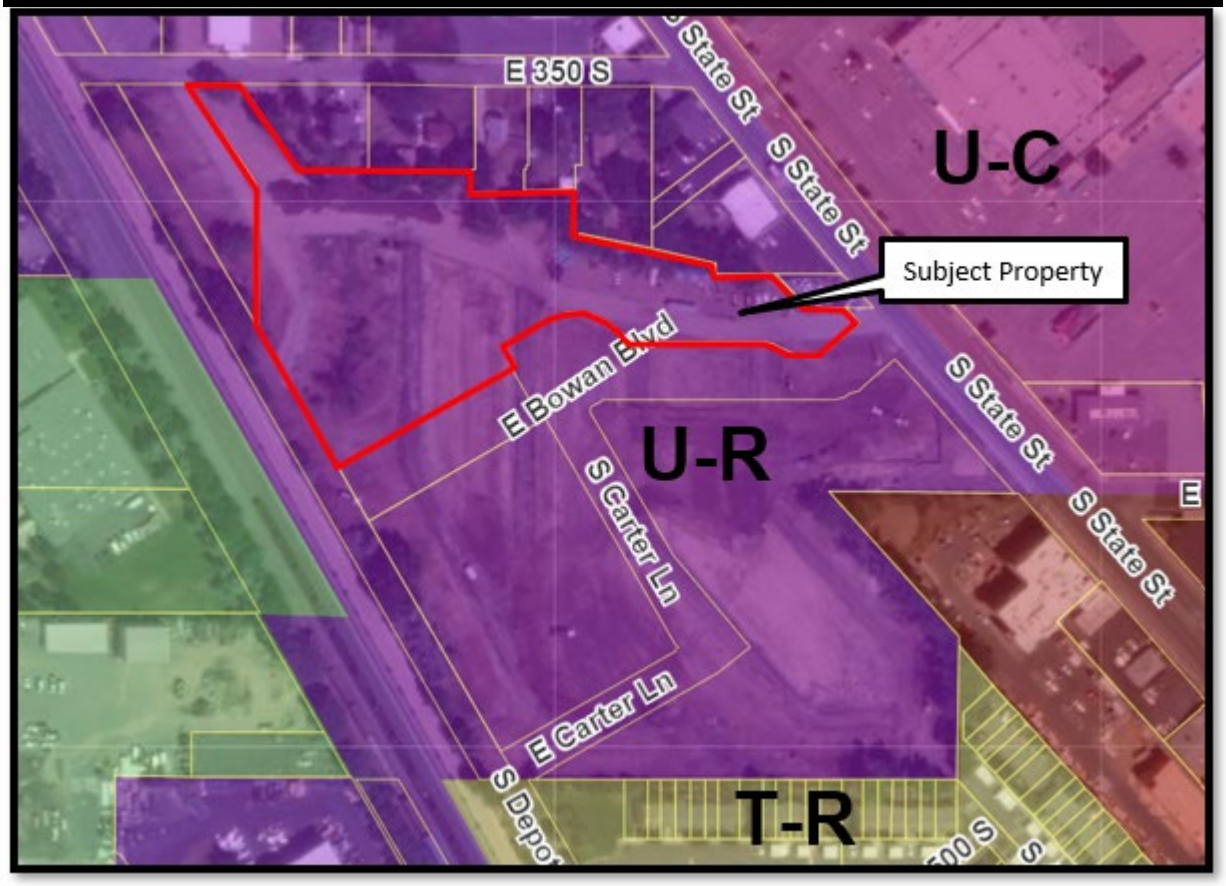
Staff recommends that the City Council review the proposed addendum and modifications from the Downtown Clearfield Form-Based Code and provide direction to staff and the applicant as seen necessary.

PROJECT SUMMARY

Project Information	
Project Name	Lotus Anthem Development Agreement 1st Addendum
Site Location	240 East 350 South
Tax ID Number	15-072-0001
Applicant	Allie Platt, Lotus Company
Owner	Clearfield City (Future Sale of Property to Lotus Company)
Proposed Actions	Development Agreement 1st Addendum Approval
Current Zoning	U-R (Urban Mixed Residential)
General Plan Land Use Classification	Mixed Use
Gross Site	4.069 Acres

Surrounding Properties and Uses:		Current Zoning District	General Plan Land Use Classification
North	Commercial Retail	C-2 (Commercial)	Mixed Use
East	Commercial Retail / Post Office/Residential	T-C (Town Mixed Commerce)	Commercial
South	Health Department	C-V (Civic)	Mixed Use
West	Residential Mobile Home & Single Family	T-R & R-1-8 (Residential)	Mixed Use & Residential

Aerial Image & Zoning



DESCRIPTION / BACKGROUND

As presented at the City Council Policy Session on November 8th, 2022, the applicant is seeking the inclusion of two (2) additional modifications from the Downtown Clearfield Form-Based Code (FBC). These additional modifications are based upon a review from the project architect and are intended to address minor design elements of the townhomes while maintaining consistent siting and square footages of those units. It total, the applicant is requesting the approval of three (3) modifications from the FBC as part of this addendum shown in the table below.

Standard:	Requested Modification:
Townhouse Building Type Maximum Building Width: 6 units	Townhouse Building Type Maximum Building Width: 12 units
Townhouse Building Type Required Occupied Space: 30’ deep on all full floors	Townhouse Building Type

	Required Occupied Space: 20’ deep and 30’ width on all full floors of front load, front entry units
Townhouse Building Type Front Build-to Zone: 5’ to 15’ (10’ min if not facing a street)	Townhouse Building Type Front Build-to Zone: 5’6” setback for park facing units (match setback of apartments on the south side of the park)

The addendum also outlines the total number of units that will be constructed in phases two and three of the development as well as the final date for purchase of the property from Clearfield City to facilitate the development.

LIST OF ATTACHEMENTS

1. Draft Development Agreement Addendum
2. Phasing Site Plan
3. Setback to Park Exhibit
4. Front Load Site Exhibit

ADDENDUM #1 TO DEVELOPMENT AGREEMENT

CLEARFIELD, UTAH

DATED: _____, 2022

This Addendum #1 to Development Agreement dated October 31st, 2019 between Clearfield City and Lotus Acquisitions, LLC is entered into as of the ____ day of _____, 2022, by and among Clearfield City, a municipal corporation and political subdivision of the State of Utah ("City"), and Lotus Acquisitions, LLC a Utah limited liability company (the "Developer"). The City and Developer are sometimes collectively referred to in this Addendum #1 and the Development Agreement as the "Parties".

RECITALS

A. The Parties hereto entered into a certain Development Agreement ("Development Agreement") on October 31, 2019, regarding the development of approximately 15 acres of real property located within the boundaries of the City on which the Developer would develop the Project.

B. Developer and Clearfield City entered into Real Estate Purchase and Sale Agreements dated October 1, 2020 for the purchase and sale of land for Phase 1, which Developer has acquired and is currently constructing Private Improvements in accordance with the Development Agreement.

C. The Development Agreement under Exhibit 4 contemplated development commencement for Phase 2 by October 2022 and development commencement for Phase 3 by October 2025.

The Parties now desire to amend the Development Agreement, and have agreed to the following:

AGREEMENT

1) The Phase 3-unit count shall be reduced by seven units from 54 units down to 47 units. The Phase 2-unit count shall be increased by three units from 16 units up to 19 units. Developer shall close on the purchase of the property for both phase 2 and phase 3, on or before January 31st, 2023, which will be memorialized by both Parties in a separate purchase and sale agreement. Additionally, Developer reserves the right to perform on either phase 2 or phase 3 in no particular order or sequence.

2) The Developer is requested a modification to the Form-Based Code as follows:

Standard:	Requested Modification:
Townhouse Building Type Maximum Building Width: 6 units	Townhouse Building Type Maximum Building Width: 12 units
Townhouse Building Type Required Occupied Space: 30' deep on all full floors	Townhouse Building Type Required Occupied Space: 20' deep and 30' width on all full floors of front load, front entry units
Townhouse Building Type Front Build-to Zone: 5' to 15' (10' min if not facing a street)	Townhouse Building Type Front Build-to Zone: 5'6" setback for park facing units (match setback of apartments on the south side of the park)

3) All other terms of the Development Agreement remain in full force and effect.

Signature page to follow.

IN WITNESS THEREOF, the Parties hereto have caused this Addendum #1 to be duly executed as of the date first written above.

CLEARFIELD CITY

CLEARFIELD CITY

By:_____
Mark R. Shepherd, Clearfield City Mayor

ATTEST:

_____
City Recorder

DEVELOPER

By:_____
Bryan Wrigley, Lotus Acquisitions, LLC

STATE OF UTAH)
:ss.
COUNTY OF DAVIS)

On the ____ day of _____ 2022, Mayor Mark R. Shepherd personally appeared before me, _____, who being by me duly sworn did say that he is the Mayor of Clearfield City and that the foregoing instrument was signed on behalf of Clearfield City by authority of a motion or resolution of its City Council and duly acknowledged to me that he executed the same.

My Commission Expires:
_____

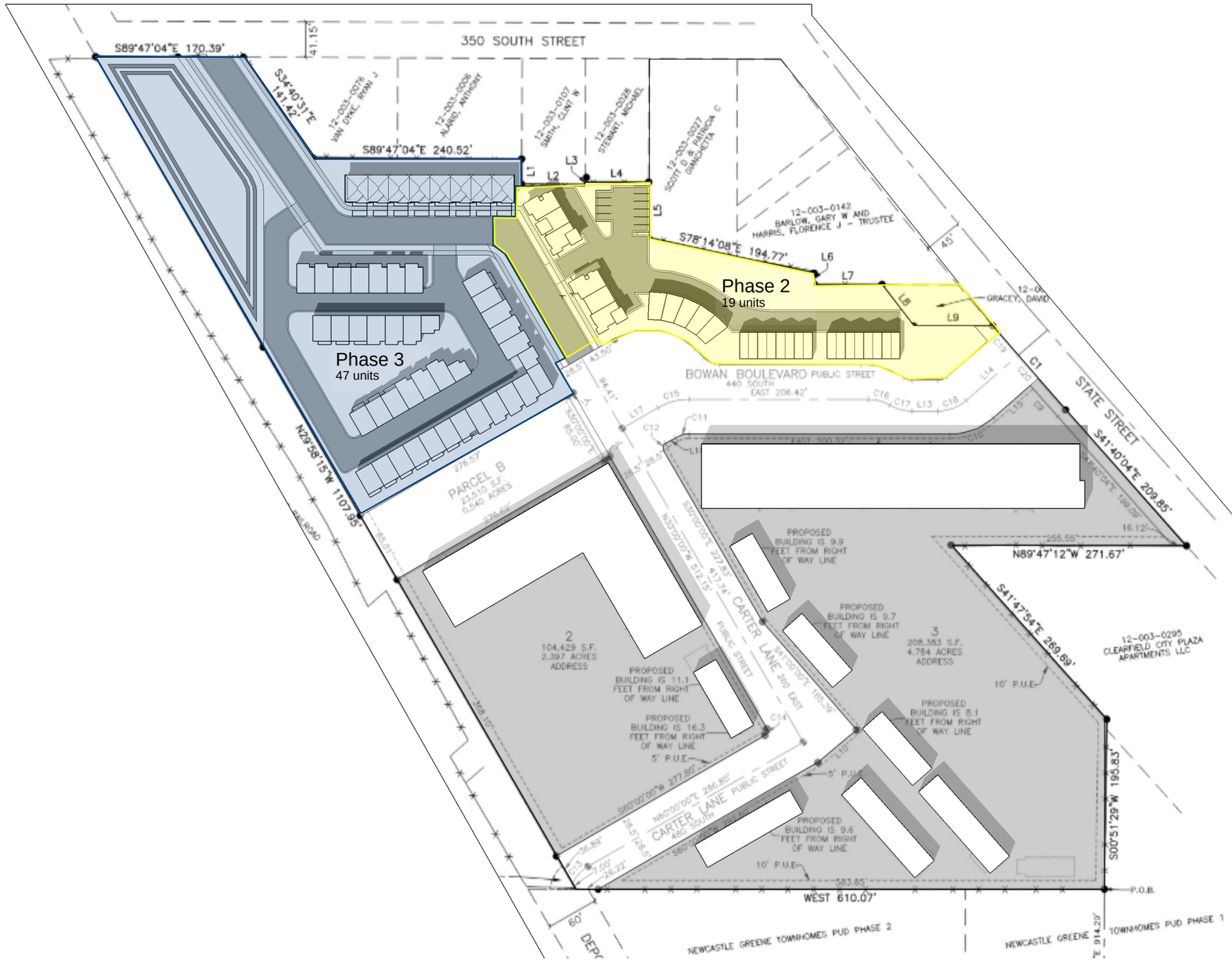
_____
Notary Public
Residing at:

STATE OF UTAH)
:ss.
COUNTY OF DAVIS)

On the ____ day of _____ 2022, Bryan Wrigley personally appeared before me, _____, who being by me duly sworn did say that he is the Manager of Lotus Acquisitions, LLC, a Utah limited liability company, and that the foregoing instrument was signed in behalf of said company, and acknowledged to me that said company executed the same pursuant to authority under or as authorized by its operating agreement or other property authority.

My Commission Expires:
_____

_____
Notary Public
Residing at:


350 SOUTH STREET
41.15'
S89°47'04"E 170.39'
S34°40'31"E 141.42'
S89°47'04"E 240.52'
12-003-0026 NJARD, ANTHONY
12-003-0107 SMITH, CLINT W
12-003-0028 STEWART, MICHAEL
12-003-0027 SCOTT D & PATRICIA C GIANCHETTA
12-003-0142 BARLOW, GARY W AND HARRIS, FLORENCE J - TRUSTEE
S78°14'08"E 194.77'
L1
L2
L3
L4
L5
L6
L7
L8
L9
Phase 2
19 units
Phase 3
47 units
BOWAN BOULEVARD PUBLIC STREET
440 SOUTH
EAST 206.42'
STATE STREET
S41°40'04"E 209.85'
N29°58'15"W 1107.95'
PARCEL B
23,510 S.F.
0.540 ACRES
276.57'
S60°00'00"E 85.00'
PROPOSED BUILDING IS 9.9 FEET FROM RIGHT OF WAY LINE
PROPOSED BUILDING IS 9.7 FEET FROM RIGHT OF WAY LINE
PROPOSED BUILDING IS 8.1 FEET FROM RIGHT OF WAY LINE
PROPOSED BUILDING IS 11.1 FEET FROM RIGHT OF WAY LINE
PROPOSED BUILDING IS 16.3 FEET FROM RIGHT OF WAY LINE
PROPOSED BUILDING IS 9.6 FEET FROM RIGHT OF WAY LINE
2
104,429 S.F.
2.397 ACRES
ADDRESS
3
208,383 S.F.
4.784 ACRES
ADDRESS
CARTER LANE PUBLIC STREET
460 SOUTH
S60°00'00"E 277.80'
S60°00'00"E 280.80'
S41°00'00"E 185.39'
N60°00'00"W 512.15'
S30°00'00"E 227.83'
417.74'
CARTER LANE 260' EAST
5' P.U.E.
10' P.U.E.
N89°47'12"W 271.67'
S41°47'54"E 269.69'
12-003-0295 CLEARFIELD CITY PLAZA APARTMENTS LLC
S00°51'29"W 195.83'
583.85'
WEST 610.07'
P.O.B.
60'
NEWCASTLE GREENE TOWNHOMES PUD PHASE 2
NEWCASTLE GREENE TOWNHOMES PUD PHASE 1
914.20'



A3 CITY PARK ELEVATION (SOUTH)

SCALE: NTS



A4 CARTER LANE ELEVATION (EAST)

SCALE: NTS



A2 PROJECT RENDERING @ PARK FACADE

SCALE: NTS

15'-0"

5'-6"

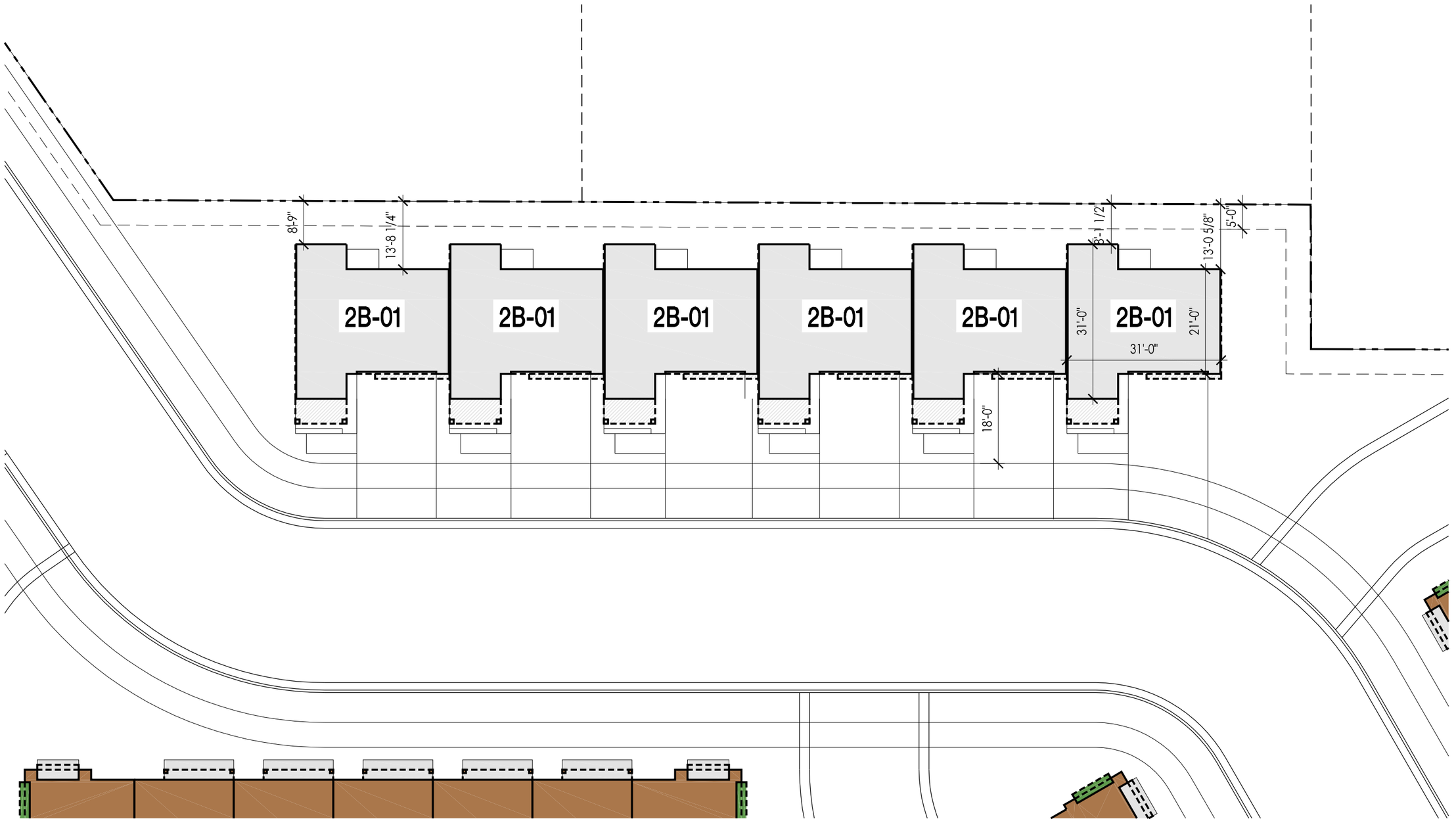
ROW

ROW

5'-4 5/8"

5'-7 5/8"

5'-7 3/4"


8'-9"
13'-8 1/4"
2B-01
2B-01
2B-01
2B-01
2B-01
2B-01
31'-0"
8'-1 1/2"
13'-0 5/8"
5'-0"
31'-0"
21'-0"
18'-0"

Clearfield City
we've got it made

STAFF REPORT

TO:	Mayor Shepherd and City Council Members
FROM:	Stacy Millgate, Customer Service Center Manager Spencer W. Brimley, Community Development Director Susie Becker, Zions Bank Vice President
MEETING DATE:	Tuesday, November 22, 2022
SUBJECT:	Business License Fee Study discussion

RECOMMENDED ACTION

Staff recommends that the Mayor, City Council review and discuss the analysis and recommendations of the study.

DESCRIPTION / BACKGROUND

Zions Public Finance, Inc. ("ZPFI") was retained by Clearfield City to complete an analysis of business licensing fees to meet the requirements of Utah law as established by Utah Code Annotated §10-1-203. Additionally, the city requested ZPFI analyze the current GLP for the city and provide the city with suitable options to replace this program, given the changes to the statute that have reduced the effectiveness of the original program.

STUDY / ANALYSIS

This study evaluates the current fees of the City and calculates the maximum license fees allowed. The City Council may choose a fee lower than the maximum fee, as proposed, but the consultant provided staff with the fee that should be adopted to properly address costs incurred by Staff during the regular operation of city business. If less than the maximum allowable fees are charged, the difference between the decided fee and the cost to the City should be covered through other revenue sources.

Factors the City may want to consider as it establishes new business license fees include:

- Percentage change to current fees;
- Dollar amount of change in fees;
- Correlation between proposed fees and the actual cost of services contained in this study;

- Recognition of other revenues generated by some business types (such as sales tax, real property tax, personal property tax, municipal energy tax, transient room tax, etc.); and
- The comparative/competitive fees in neighboring cities and towns

Business Licensing Costs

This study considers base administrative, disproportionate service costs, and enhanced services costs. When base costs, disproportionate costs, and enhanced service costs are added together, they represent the maximum amount the City may charge for business licenses.

Base Administrative Costs

Base administrative costs include the common costs incurred by all types of businesses to register, oversee, maintain records, and regulate licensed businesses within the City such as application, registration, issuance, etc. The base administrative costs are shown in Table 1.

Total Licensing Costs

The total annual cost for a business license in Clearfield includes the base administrative and disproportionate service call costs. The total business license cost identified in this business license fee study is the maximum amount the City may charge for a business license. The disproportionate service call costs for police are the same regardless of whether the license is a renewal or a new application and may be charged annually.

Good Landlord

Staff has discussed with the council previously the need to approach rental licenses with something other than the Good Landlord Program (GLP). Over time this program's effectiveness has been eroded to make is less effective for communities and more an administrative nightmare. Staff believes there are some options associated with this move and has outlined them below.

- Option 1 – Continue the Good Land Program
    - The City may choose to continue administering the GLP into the future with small changes to bring the program back into alignment with the State's updated requirements. This can result in slightly higher revenues if the City reduces the discount rate offered to GLP participants. However, the increased time and costs spent on administering the GLP will continue.

- Option 2 – Discontinue the Good Land Program and consider a more proactive approach to code enforcement
    - The City may choose to discontinue the GLP and forgo collecting a disproportionate service call fee on rental units. This would result in slightly lower revenues from the rental fees as outlined in Table 19, but the substantial administrative costs of administering the GLP would be eliminated. It may also benefit the City to consider a more proactive approach to code enforcement to impose penalties on rental properties who are repeat offenders of code violations. These fees can be reduced or waived based on the property owner's participation in a management plan to correct the code violations moving forward.

These two options have been identified as potential courses of action for the City. Other alternatives may also be viable options for the City as it considers the most efficient and reasonable way to ensure the community maintains a high standard of living.

CORRESPONDING POLICY PRIORITY (OR PRIORITIES)

Providing Quality Municipal Services
The study supports this policy priority by analyzing current fees in seeking for *continuous improvement through innovation.* The innovative study and recommendations encourage alignment of city licensing fees with their true costs, as well as establishing fees consistent with surrounding communities. By doing so, the city will be able to ensure a more financially sustainable methodology for covering costs and providing the necessary costs recovery.

Improving Clearfield's Image, Livability and Economy
The study supports this policy by providing analysis and recommendations that encourage more efficient use of city resources for the oversight of local businesses and licensing of residential developments. By ensuring fees are accurate as it relates to actual costs this allows for time and resources to be properly allocated to assist in improving the city's image, livability and support the local economy by establishing the costs of doing business, to cover those expenses and not have to rely on other sources to do so.

FISCAL IMPACT

This project will provide for the continual improvement of the City's business and rental community by properly evaluating city fees and provide a cost consistent with the time and effort associated with the services provided. Staff believes the proposed fees are appropriate to more accurately address and cover costs incurred in the operation of not only administering business and rental license fees, but the ongoing costs of staffing resources. Staff believes the study and proposed fees are in line with

the city's desire for fiscal sustainability, as we seek to identify the true costs of doing business and supporting the needs of the community.

ALTERNATIVES

As part of parking standard ordinance changes, the City Council has the discretion to accept the recommended fees found in the study or adopt alternatives fees.

SCHEDULE / TIME CONSTRAINTS

Staff has been working with the consultant to fine tune and respond questions from the Council during a work session in the spring. Adoption of the fees has not time limited other than the costs associated with out of date fees for the services that are provided for administration of business and rental licenses.

ATTACHMENTS

DRAFT Clearfield Business Fee Study

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Executive Summary

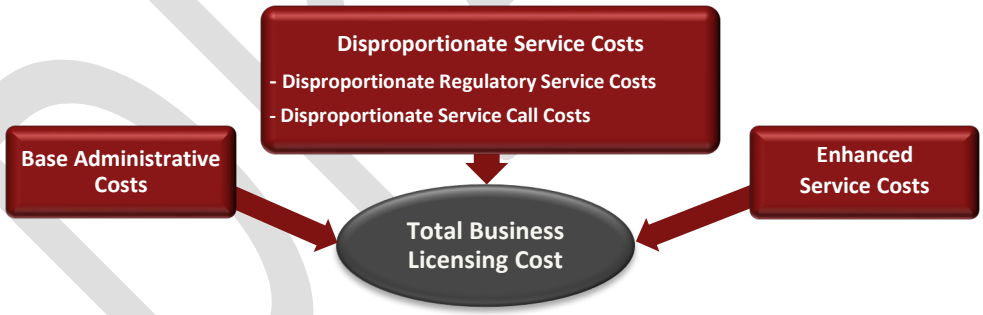
Zions Public Finance, Inc. ("ZPFI") was retained by Clearfield City ("Clearfield" or the "City") to complete an analysis of business licensing costs to meet the requirements of Utah law as established by Utah Code Annotated §10-1-203. Utah law allows municipalities to license businesses for the purpose of regulation and revenue but places a maximum on the business license fees charged equal to the cost of services provided by the City.

This study calculates the maximum business license fees allowable in Clearfield under current State law. The City Council may choose a fee lower than the maximum fee. If less than the maximum allowable fees are charged, the difference between the fee and the cost to the City will be covered through other revenue sources.

Factors the City may want to consider as it establishes new business license fees include:

- Percentage change to current fees;
- Dollar amount of change in fees;
- Correlation between proposed fees and the actual cost of services contained in this study;
- Recognition of other revenues generated by some business types (such as sales tax, real property tax, personal property tax, municipal energy tax, transient room tax, etc.); and
- The comparative/competitive fees in neighboring cities and towns

This study considers base administrative, disproportionate service costs, and enhanced services costs. When base costs, disproportionate costs, and enhanced service costs are added together, they represent the maximum amount the City may charge for business licenses.



Base Administrative Costs

Base administrative costs include the common costs incurred by all types of businesses to register, oversee, maintain records, and regulate licensed businesses within the City such as application, registration, issuance, etc.

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Disproportionate Service Costs

There are two types of disproportionate service costs: disproportionate regulatory service costs and disproportionate service call costs.

Disproportionate Regulatory Service Costs

Disproportionate Regulatory service costs occur when a business incurs additional regulatory costs (beyond the base costs) for inspections or other regulatory services. These costs are in addition to the base administrative costs shown in the previous table.

Clearfield does not have any disproportionate regulatory costs which will be accounted for in this study.

Disproportionate Service Call Costs

Disproportionate service call costs include the cost of services for police calls above the base level of service multiplied by the cost per call. The base level of service is defined as the average annual[1] level of service provided to single-family, owner-occupied residences. Disproportionate service call costs are in addition to the base administrative cost for each business class.

Enhanced Service Costs

Enhanced service levels reflect a higher level of service provided by the City for a specific portion of the business community, whether it is a business class, business location, etc. Examples of enhanced service levels include more landscaping, hanging baskets, more or higher quality signage, increased police patrols (i.e., visible police presence), more frequent snow removal, etc. Generally, these types of services are increased in a particular geographic section of the City, such as downtown or the town center of a resort community, but they may also be specific to a particular type of business class, the number of employees in a company, etc.

Clearfield does not have any geographic areas or business classes for which the City provides enhanced service levels.

Total Licensing Costs

The total annual cost for a business license in Clearfield includes the base administrative and disproportionate service call costs. The total business license cost identified in this business license fee study is the *maximum amount* the City may charge for a business license. The disproportionate service call costs for police are the same regardless of whether the license is a renewal or a new application and may be charged annually.

Good Landlord Program

Clearfield City currently participates in the Good Landlord Program (GLP) which provides an opportunity for landlords to receive a discounted fee if training requirements are completed and certain obligations are met under the program. All landlords are eligible to participate in the program, but participation is not required.

Benefits to the City from the GLP may include elimination or a reduction of code violations, reduction of criminal activities, greater communication with property owners, neighbors, and landlords when issues

[1] Police call data was averaged over a two-year period, January 2020 – December 2021.

arise, and a greater quality of life for neighborhoods in areas that may possess a high volume of rental properties. Prior to 2017 the GLP provided some ability for the City to enforce and benefit from the program. However, after continual changes from the legislature, staff has experienced that the landlords who join the program currently receive a substantial cost savings, but the City no longer has any authority to tell the landlords who they can/cannot lease to or possess the ability to safeguard their residents as they once did. The current Good Landlord Program has become increasingly difficult to enforce and the administrative oversight required for maintaining the program is likely not being recovered through the current fees.

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Introduction

Zions Public Finance, Inc. ("ZPFI") was retained by Clearfield City to complete an analysis of business licensing costs to meet the requirements of Utah law as established by Utah Code Annotated §10-1-203. The law states that "…the legislative body of a municipality may license for the purpose of regulation and revenue any business within the limits of the municipality and may regulate that business by ordinance."[2] Additionally, the law states that "the amount of a fee shall be reasonably related to the costs of the municipal services provided by the municipality."[3] In other words, business licensing fees charged may not exceed the amount necessary to reasonably regulate business activity, including the costs of disproportionate and enhanced levels of municipal services required by some business classes, geographic locations, etc.

While this study calculates the maximum business license fees allowable under current State law, the City Council may choose a lesser fee. If less than the maximum allowable fees are charged, the difference between the fee and the cost to the City will be made up through other revenue sources.

Clearfield currently requires all commercial businesses to obtain a business license. This study considers the three categories of business licensing which, when added together, equal the maximum amount the City may charge for business licenses. Specifically, these three categories include Base Administrative Costs, Disproportionate Costs (regulatory costs and services call costs); and Enhanced Service Costs. Each of these categories is explained in greater detail below.

Base Administrative Costs

Base administrative costs include the following standard labor costs: (i) business license application and registration process; (ii) issuance of license; (iii) collection of fees; (iv) maintenance of records; and (v) preparation of business reports and required verifications.

In order to estimate the base administrative costs of a business license, ZPFI's source of information has been the City. Costs have been evaluated based on time spent by employees, wages and benefits for these employees, indirect costs, and department overhead such as supplies, computers, etc. Indirect costs include mayor & council, justice court, city manager, city recorder, legal, human resources, information technology, finance, customer service, and facilities maintenance.

The costs associated with licensing a business are determined by analyzing both employee costs and the time spent by each employee on business licensing procedures. Considering these two factors, a cost for each step in obtaining a business license can be determined. Added together, these costs equal the *base administrative costs* to the City for issuing a business license.

Employee Costs for Business Licensing

Direct business licensing costs include labor (wages & benefits) and department overhead costs (supplies, computers, etc.) for all personnel involved in issuing and overseeing business licenses.

[2] Utah Code Annotated §10-1-203(2)
[3] Utah Code Annotated §10-1-203(5)(c)(ii)

The following Clearfield employee positions are directly involved in business licensing:

- Building Inspector
- City Planner
- Business License Official (Customer Service Center Manager or CSCM)
- Police Chief
- City Attorney

A direct cost per minute was calculated for each employee involved in the business licensing process based on their annual minutes worked using the following method:

TABLE 1: DIRECT COST PER MINUTE CALCULATION

Per Minute Cost	Calculation
Employee Labor Cost per Minute	*(Salary +benefits)/employee total annual minutes worked*
Department Overhead Cost per Minute (e.g., supplies, computers, etc.)	*Department operations costs/total annual minutes worked*
Direct Business License Cost per Minute	*Employee labor cost per minute + department operations cost per minute*

Table 2 shows the direct labor cost per minute for all employees involved in business licensing. All figures used in calculating direct costs were provided by the City.

TABLE 2: DIRECT LABOR COST PER MINUTE

Employees by Department	Direct Cost per Hour	Direct Cost per Minute
Building Inspector	$39.95	$0.67
City Planner*	$46.65	$0.78
Business License Official (CSCM)	$59.03	$0.98
Police Chief	$108.67	$1.81
City Attorney	$107.50	$1.79

*There are two planners who directly process business license fees. This rate is a weighted rate which considers the percent of time each planner spends working on business license fees.

Department Operational Costs

There are additional costs associated with the operational support needed to handle the business licensing process. These additional costs include a portion of staff time spent on setting up new software and fees associated with business licensing software. These additional costs are combined with the direct labor and supply costs described above. A breakdown of these operational costs is found below.

TABLE 3: ADDITIONAL COST PER MINUTE – OPERATIONAL COSTS

	Annual Cost
Cost of Software	$21,000
Cost per Minute	$0.22

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Indirect Costs

The following indirect costs were provided by Clearfield as the fair share of costs to be allocated to the business licensing process due to support from the departments listed below. These departments were selected because they provide support to the entire City. Other departments within the City may have had overhead within their respective departments, but that overhead was not considered because it did not relate to business licensing.

TABLE 4: TOTAL INDIRECT COSTS

Mayor & Council	$408,075
Justice Court	$490,463
City Manager	$503,766
City Recorder	$241,185
Legal	$631,722
Human Resources	$379,807
IT	$982,022
Finance	$587,253
Customer Service	$296,681
Facilities Maintenance	$832,656
TOTAL	**$5,353,630**

Source: Clearfield City 2022-2023 Budget

Total indirect costs for the City were divided among each full-time equivalent (FTE) employee to calculate an indirect cost per minute. As shown in the following table, indirect cost per minute per FTE is $0.24.

TABLE 5: TOTAL INDIRECT COSTS PER MINUTE

Indirect Costs to be Allocated	$5,353,630
FTEs	179.5
Indirect Cost per FTE	$29,825.24
Total Annual Hours Worked per FTE	2,080
Indirect Cost per Hour	$14.34
Indirect Cost Per Minute	**$0.24**

Employee Training Costs

There are also indirect costs within each department associated with business licensing. These indirect costs include a portion of staff time spent in staff meetings and trainings. The meeting and training costs are divided across all businesses based on the amount of time each employee spends on that business. A breakdown of this cost per minute for City employees who participate in trainings directly associated with business licensing is given below.

TABLE 6: ADDITIONAL COST PER MINUTE – MEETING AND TRAINING COSTS

	Meetings and Trainings – Cost per Minute
Building Inspector	$0.03
City Planner	$0.04
Business License Official	$0.05
Police Chief	$0.09
City Attorney	$0.09

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Summary of Direct and Indirect Costs per Minute

TABLE 7: SUMMARY OF TOTAL COSTS PER MINUTE

Total Costs per Minute	Building Inspector	City Planner	Business License Official	Police Chief	City Attorney
Direct Cost	$0.67	$0.78	$0.98	$1.81	$1.79
Indirect Cost	$0.24	$0.24	$0.24	$0.24	$0.24
Operational Costs	$0.22	$0.22	$0.22	$0.22	$0.22
Training Cost	$0.03	$0.04	$0.05	$0.09	$0.09
Total	**$1.16**	**$1.28**	**$1.50**	**$2.36**	**$2.34**

Employee Time for Business Licensing

Each employee has a different role when reviewing business license applications. The following table summarizes each person's involvement per license type.

TABLE 8: EMPLOYEE TIME PER LICENSE IN MINUTES

	Building Inspector	City Planner	Business License Official	Police Chief	City Attorney
General Business License					
New	45	15	60	5	0
Renewal	5	5	40	0	0
Rental Dwelling License					
New	30	45	75	0	0
Renewal	5	5	40	0	0
Temporary or Seasonal Merchant License					
New - 180 Days	15	25	60	0	0
Cleaning Deposit	0	0	65	0	0
Mobile Food Vendor License					
New - 180 Days	0	25	60	0	0
Cleaning Deposit	0	0	65	0	0
Solicitor License					
New	0	0	75	30	15
Renewal	0	0	45	0	0
Identification Badge	0	0	15	0	0
Beer License					
New	45	15	60	30	15
Renewal	5	5	40	0	0

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	Building Inspector	City Planner	Business License Official	Police Chief	City Attorney
Sexually Oriented Business License/Sexually Oriented Business Employee License					
New	15	25	90	30	20
Renewal	5	5	40	0	0
Firework Stand License					
New	15	15	60	0	10
Cleaning Deposit	0	0	65	0	0
Pawnbroker					
New	15	15	60	0	10
Renewal	5	5	40	0	0
Massage Therapist					
New	15	15	60	30	20
Renewal	5	5	40	0	0
Identification Badge	0	0	15		

Supply and Study Costs

The City has identified pertinent supplies to be included in the City's direct costs. The cost to conduct this business license fee study can also be included in the business licensing costs. It is assumed that the useful life of a business license study is approximately 5 years. The supply and study costs are then divided by the annual number of business licenses processed to arrive at an additional cost per license of $4.26.

TABLE 9: SUPPLY AND STUDY COST PER LICENSE

Total Annual Supply Cost	$3,625
Total Annual Study Cost	$2,980
Total Number of Business Licenses	1,542
Cost per License	**$4.26**

Base Administrative Costs

The following table outlines the total time and base administrative cost associated with each business license.

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TABLE 10: BASE ADMINISTRATIVE COSTS

	Maximum Fee
General Business License	
New	$177.30
Renewal	$76.30
Rental Dwelling License	
New	$208.86
Renewal	$76.30
Temporary or Seasonal Merchant License	
New - 180 Days	$143.42
Cleaning Deposit	$101.49
Mobile Food Vendor License	
New - 180 Days	$125.99
Cleaning Deposit	$101.49
Solicitor License	
New	$222.54
Renewal	$71.57
Identification Badge	$26.70
Beer License	
New	$271.57
Renewal	$76.30
Sexually Oriented Business License/Sexually Oriented Business Employee License	
New	$306.11
Renewal	$76.30
Firework Stand License	
New	$154.07
Cleaning Deposit	$101.49
Pawnbroker	
New	$154.07
Renewal	$76.30
Massage Therapist	
New	$248.44
Renewal	$76.30
Identification Badge	$26.70

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Based on legislation passed in 2017, license fees for home occupation businesses may only be charged when the "combined offsite impact of the home-based business and the primary residential use materially exceeds the offsite impact of the primary residential use alone."[4] This means only home occupations that create an impact on the residential area through business operations can be charged a business license fee. The City has elected to charge home occupation fees, but has provided a home-based business licensing fee exemption for business that meet the following criteria:

- No customers will visit the home;
- The business will not create dust, noise, odors, or other detrimental impact to surrounding properties; and
- There will be no outdoor storage associated with the business.

However, the City may still require a business license (without a fee) for home based businesses which meet the exemptions and can charge a fee to home occupations that requests a license when they otherwise would not be required to obtain one.[5]

Disproportionate Costs

Disproportionate service costs include the additional costs which some businesses incur because of 1) additional regulatory services provided, such as inspections; and 2) responses to service calls compared to the base level of service. There are, therefore, two types of disproportionate service costs: 1) disproportionate regulatory service costs; and 2) disproportionate service call costs.

Disproportionate regulatory service costs include the cost of services for business-related paperwork, administrative oversight, special regulations, and inspections that are in addition to the services common to all businesses included in the base administrative cost. For example, additional regulatory services are required by some classes of businesses such as day-cares, assisted living, and other special care facilities.

Disproportionate service call costs include the cost of services for police calls above the base level of service provided by these departments. In order to identify disproportionate service levels, ZPFI has interviewed City officials and service providers and has obtained data regarding calls for service from the City.

According to Utah Code Annotated §10-1-203(5)(c)(i), "Before the governing body of a municipality imposes a license fee on a business that causes disproportionate costs of municipal services under Subsection (5)(a)(i)(C)(I), the legislative body of the municipality shall adopt an ordinance defining for purposes of the [fee] tax under Subsection (5)(a)(i)(C)(I) the costs that constitute disproportionate costs and the amounts that are reasonably related to the costs of the municipal services provided by the municipality."

[4] Utah Code §10-1-203(7)

[5] SB-158, effective May 8, 2018

Cities are allowed under Utah Code to collect disproportionate business licensing fees for the following municipal services:

- Police
- Fire/EMS
- Storm Water Runoff
- Traffic Control
- Parking
- Transportation
- Beautification
- Snow Removal

Clearfield will only consider disproportionate police services in this study. Therefore, disproportionate services rendered may include police calls for service and business-related paperwork, administrative oversight, special regulations, inspections, calls for service, and other services performed for specific types of businesses. To calculate disproportionate costs, the *base level* of service for police must first be established. There are two types of disproportionate costs appropriate to this study – disproportionate regulatory costs and disproportionate police call costs.

Disproportionate Regulatory Costs

Regulatory service costs occur when a business incurs additional regulatory costs (beyond the base costs) for inspections or other regulatory services.

Clearfield does not have any disproportionate regulatory costs which will be accounted for in this study.

Disproportionate Service Call Costs

Disproportionate service call costs include the cost of services for police calls above the base level of service provided by police. The *base level* of service is the average level of service calls to owner-occupied residences. Calls for police services were obtained from Clearfield City for the 2-year period from January 2020 to December 2021. The call data was then analyzed to calculate the number of calls to owner-occupied residential units. The number of calls to owner-occupied single-family residential units was averaged over the 2-year period.[6] The average annual number of calls to owner-occupied single-family residential units was then divided by the total number of owner-occupied single-family residential units to determine the *base level* of service calls for police. This per unit base level of service is referred to as the *base level service call ratio*. The disproportionate service call costs are calculated by multiplying the average level of police calls for each commercial business and residential rental type above the base level service call ratios by the cost per call for police services.

The annual *base level service call ratio* for police calls was determined to be an average of 0.483054 calls per owner-occupied single-family residence per year.

TABLE 11: RESIDENTIAL CALL DATA – BASE LEVEL SERVICE CALL RATIO FOR POLICE

	Police
Residential Calls for Service – 2-year annual average	3,050
Single Family Residential Units	6,314
Base Calls per Residential Unit	0.483054

[6] A 2-year average minimizes the effect of a call volume spike that could occur over a one-year period.

The average annual police service call ratio per business in each business class was calculated by dividing the average annual number of calls in each business class by the total number of businesses in the business class. Service call ratios for commercial businesses that are higher than the *base level* of service call ratio are considered disproportionate. To calculate the disproportionate service call ratio, the base level of service ratio was subtracted from the average calls per commercial business class.

Police costs per call were determined by taking the budgeted amount for police services and dividing that number by the total number of police calls for service within the City (traffic calls included). The City has confirmed that about 56.50% of costs included in the budgeted amount are directly related to service calls.

TABLE 12: POLICE COST PER CALL FOR SERVICE

	Amount
2022-2023 Police Budget	$5,725,089
Estimated Percentage of Time Spent on Responding to Police Calls	56.50%
Annual Police Calls (all calls, including traffic calls)	13,195
Police Cost per Call	**$245.14**

Table 13 summarizes the disproportionate police service call costs by business class in Clearfield. The average residential calls per unit (0.483054) is subtracted from the average number of police calls per business type in order to calculate the disproportionate police calls per business type. The number of disproportionate calls, by business type, is then multiplied by the cost per call ($245.14) to arrive at the disproportionate cost per business type. Due to the nature of the Lodging and Storage Units business categories, businesses within these categories are charged on either a per room or per unit basis. This allows the City to more fairly assess the disproportionate impact those businesses have on City services since their rooms and units are more comparable to the residential base unit than the overall business itself.

TABLE 13: DISPROPORTIONATE POLICE CALLS FOR SERVICE

Business Category	Disproportionate Police Calls	Disproportionate Cost per Business
AUTOMOTIVE	1.78	$437
BAR	2.02	$494
BEAUTY SALON	(0.21)	$0
CONVENIENCE STORE	22.34	$5,476
DANCE STUDIO	(0.15)	$0
DAYCARE	3.07	$752
ENTERTAINMENT SERVICES	4.02	$985
FINANCIAL SERVICES	3.67	$900
GENERAL CONTRACTOR	0.05	$12
GROCERY STORE	11.02	$2,701
GROUP HOME	17.64	$4,325
GYM/TRAINING	1.64	$403
LODGING	0.36 per room	$89 per room

Business Category	Disproportionate Police Calls	Disproportionate Cost per Business
MANUFACTURING/WAREHOUSE /DISTRIBUTION	0.69	$170
MASSAGE	(0.48)	$0
NON-PROFIT/NO FEE	0.77	$188
PAWNBROKERS	11.52	$2,823
PERSONAL SERVICES	(0.01)	$0
PROFESSIONAL/BUSINESS SERVICES	0.27	$67
RESTAURANT	2.84	$695
RETAIL	1.25	$307
STORAGE UNITS	(0.47) per unit	$0 per unit
TOBACCO SHOP	0.52	$127

Rental complexes were also analyzed for any disproportionate costs associated with different-sized complexes. This disproportionate analysis categorized rental complexes by residential types. The disproportionate cost associated with each rental category is shown in the table below.

TABLE 14: DISPROPORTIONATE POLICE CALLS FOR SERVICE – RENTAL CATEGORY

Rental Category	Disproportionate Police Calls per Unit	Disproportionate Cost per Business per Unit
Single Family	0.26	$64
Duplex	(0.16)	$0
Tri/Quad Plex	0.15	$37
Multi-Housing	0.09	$21
Mobile Home	0.23	$56

The tables above shows the maximum disproportionate fee per business category that the City could impose based on the disproportionate cost associated with each business class. The City may choose not to impose the maximum fee for disproportionate police calls shown in Table 13 and Table 14. If less than the maximum allowable fees are charged, the difference between the fee and the cost to the City will be covered through other revenue sources.

Factors the City may want to consider as it establishes new business license fees include:

- Percentage change to current fees;
- Dollar amount of change in fees;
- Correlation between proposed fees and the actual cost of services contained in this study;
- Recognition of other revenues generated by some business types (such as sales tax, real property tax, personal property tax, municipal energy tax, transient room tax, etc.); and
- The comparative/competitive fees in neighboring cities and towns

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Enhanced Service Costs

Enhanced service levels reflect a higher level of service for a specific portion of the business community, whether it is a business class, business location, etc. Examples of enhanced service levels include more landscaping, hanging baskets, more or higher quality signage, increased police patrols (i.e., visible police presence), more frequent snow removal, etc. Generally, these types of services are increased in a particular geographic section of the City, such as downtown or the town center of a resort community, but they may also be specific to a particular type of business class, the number of employees in a company, etc.

Clearfield does not have any geographic areas or business classes for which the City provides enhanced service levels.

Total Licensing Costs

The total annual cost for a business license in Clearfield includes the base administrative and disproportionate service call costs. The total business license cost identified in this business license fee study is the *maximum amount* the City may charge for a business license. The disproportionate service call costs for police are the same regardless of whether the license is a renewal or a new application and may be charged annually.

The following tables show the current licensing fees compared to the maximum fees calculated in this study. The percentage represents the cost covered by the City's current fees. Anything over 100% means the fee will need to be reduced as current fees are collecting more than the cost of service. Anything less than 100% means the cost of administering business licenses and providing services to those businesses is not being covered under the current fee.

TABLE 15: BASE ADMINISTRATIVE COSTS – CURRENT FEE AND MAXIMUM FEE CALCULATION COMPARISON

	Current Fee	Maximum Fee	Percent Captured
General Business License			
New	$75.00	$177.30	42%
Renewal	$64.00	$76.30	84%
Rental Dwelling License			
New	$190.00	$208.86	91%
Renewal	$64.00	$76.30	84%
Temporary or Seasonal Merchant License			
New - 180 Days	$120.00	$143.42	84%
Cleaning Deposit	$100.00	$101.49	99%
Mobile Food Vendor License			
New - 180 Days	$120.00	$125.99	95%
Cleaning Deposit	$100.00	$101.49	99%

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	Current Fee	Maximum Fee	Percent Captured
Solicitor License			
New	$215.00	$222.54	97%
Renewal	$64.00	$71.57	89%
Identification Badge	$15.00	$26.70	56%
Beer License			
New	$138.00	$271.57	51%
Renewal	$64.00	$76.30	84%
Sexually Oriented Business License/Sexually Oriented Business Employee License			
New	$200.00	$306.11	65%
Renewal	$64.00	$76.30	84%
Firework Stand License			
New	$120.00	$154.07	78%
Cleaning Deposit	$100.00	$101.49	99%
Pawnbroker			
New	$138.00	$154.07	90%
Renewal	$64.00	$76.30	84%
Massage Therapist			
New	$178.00	$248.44	72%
Renewal	$64.00	$76.30	84%
Identification Badge	$15.00	$26.70	56%

TABLE 16: DISPROPORTIONATE POLICE CALLS FOR SERVICE – CURRENT FEE AND MAXIMUM FEE CALCULATION COMPARISON

Business Category	Current Fee	Maximum Fee	Percent Captured
AUTOMOTIVE	$115	$437	26%
BAR	$800	$494	162%
BEAUTY SALON	$0	$0	N/A
CONVENIENCE STORE	$500	$5,476	9%
DANCE STUDIO	$0	$0	N/A
DAYCARE	$10	$752	1%
ENTERTAINMENT SERVICES	$0	$985	0%
FINANCIAL SERVICES	$440	$900	49%
GENERAL CONTRACTOR	$0	$12	0%
GROCERY STORE	$0	$2,701	0%
GROUP HOME	$0	$4,325	0%
GYM/TRAINING	$0	$403	0%

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Business Category	Current Fee	Maximum Fee	Percent Captured
LODGING	$0	$89 per unit	0%
MANUFACTURING/WAREHOUSE/DISTRIBUTION	$200	$170	118%
MASSAGE	$0	$0	N/A
NON-PROFIT/NO FEE	$0	$188	0%
PAWNBROKERS	$500	$2,823	18%
PERSONAL SERVICES	$0	$0	N/A
PROFESSIONAL/BUSINESS SERVICES	$0	$67	0%
RESTAURANT	$150	$695	22%
RETAIL	$0	$307	0%
STORAGE UNITS	$0	$0 per unit	N/A
TOBACCO SHOP	$0	$127	0%

Good Landlord Program Analysis and Recommendations

The Good Landlord Program (GLP) provides an opportunity for landlords to receive a discounted fee if training requirements are completed and certain obligations are met under the program. Clearfield City currently participates in the Good Landlord Program. According to Clearfield's Good Landlord Incentive Program, all landlords are eligible to participate in the Program, but participation is not required. Landlords who choose to participate will receive a significant discount on license fees and disproportionate service fees.

Utah State Code *10-1-203.5* allows municipalities to create a disproportionate rental fee and a disproportionate rental fee reduction. The rental fee reduction is a condition of complying with the requirements of a Good Landlord Training Program. State Code defines the Good Landlord Training Program as a program offered by a municipality to encourage business practices that are designed to reduce the disproportionate cost of municipal services to residential rental units by offering a disproportionate rental fee reduction for any residential landlord who: (i)(A) completes a landlord training program provided by the municipality; or (B) is an exempt landlord; (ii) implements measures to reduce crime in rental housing as specified in a municipal ordinance or policy; and (iii) operates and manages rental housing in accordance with an applicable municipal ordinance.[7]

Benefits to the City from the Program may include elimination or a reduction of code violations, reduction of criminal activities, greater communication with property owners, neighbors, and landlords when issues arise, and a greater quality of life for neighborhoods with a high volume of rental properties.

[7] https://le.utah.gov/xcode/Title10/Chapter1/10-1-S203.5.html

Current Good Landlord Program

The City currently requires landlords to agree to the following requirements to participate in the Good Landlord Program:

- Tenant Screening
  - All tenants must be screened prior to move-in. This screening includes:
    - criminal background check
    - credit check
    - income/employment verification
    - driver's license or state identification
    - rental references
    - application

- Tenant Selection
  - The following criteria must be considered as a minimum requirement and landlords must refuse to rent to any prospective tenants or occupants who:
    - Provide false information to the landlord on the application or otherwise; or
    - Have been convicted of a felony for which the individual has not been released from probation or parole; or
    - Have been convicted of a felony for which the individual has been released from probation or parole, but for which the conviction date occurred less than four years from the date of tenancy.
  - The landlord must also execute a valid, written Lease Agreement with each tenant which includes the provisions listed in the Landlord Training Packet

- Landlord Training
  - Landlord agrees to attend a City-approved landlord training program every two years

- Administrative Code Violations and Unreasonable Calls for Service
  - Landlord agrees to keep all rental dwelling units free of any and all City Code violations including building, zoning and fire code violations. The landlord also agrees to take corrective actions to address problems arising from repeated, unreasonable calls for service.

- Towing Obligations
  - It is required that landlords notify the City Police Department before towing a vehicle from the property unless the vehicle blocks an entrance or an exit. The name and contact information of the towing company must be posted in two conspicuous places to ensure the information is readily available.

- The following tasks may also be required at the request of the City
  - Submit written response to written notification from the City within 5 business days
  - Participate in any electronic notification systems to the extent the landlord is able
  - Provide the City with any and all landlord contact information requested
  - Commence evictions of tenants that jeopardize the landlord's membership status in the program when legally permissible

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- Provide the City with documentation that proves their compliance with the program agreement

Penalties for failing to abide by the agreed terms in the current Good Landlord Program Agreement included the issue of citations for any code violations as well as immediate termination from the Good Landlord Program. Termination from the program included the requirement of the landlord to pay the full amount of the disproportionate service fee as well as any fines associated with the violations. Penalties also included the suspension or revocations of the landlord's business license. If a landlord was terminated from the program, they could have applied for readmission at the start of a new license period; however, due to changes in regulatory standards the enforcement of the GLP penalties have become a challenge for the City.

Good Landlord Programs in Other Communities

The Program has been implemented in several communities across the Wasatch Front. Several examples are shown in the table below.

TABLE 17: PARTICIPATING COMMUNITIES

Participating Communities
Ogden City
Salt Lake City
North Salt Lake
South Salt Lake
Roy City
City of Taylorsville
Midvale City
City of West Jordan
South Ogden City
Sunset City
Centerfield City

While most of the cities listed previously follow the same core requirements set by Clearfield in terms of tenant screening and selection, there are several that have implemented additional requirements in their programs which may be beneficial additions to the City's program. It should be noted that some of these requirements are likely listed in the respective city's code, but the city felt it was beneficial to specifically list them as requirements in their program agreements. The list below highlights some of the additional requirements imposed by other cities.

- Salt Lake City
  - Requires nondiscrimination and fair housing as provided in local, state, and federal law
  - Prohibits retaliation against any tenant as a result of reporting violations of a lease agreement, rental dwelling management agreement, or the Good Landlord Program
  - Requires the landlord to track annual occupancy denials and evictions, and provide a record thereof to the City on request
  - Requires the rental dwelling owner, or owner's agent, to provide contact information to tenants and to meet in person with the tenants at least once annually to discuss any questions or concerns

- South Salt Lake City
  - Requires that Crime Prevention through Environmental Design (CPTED) be practiced on the premises

- City of Taylorsville
  - Requires rental dwellings to have:
    - one operable sink, toilet, tube, and shower free from leaks with hot water of at least 110 degrees Fahrenheit
    - at least one operable smoke detector for each room that is occupied or intended for sleeping purposes
    - operable heating facilities sufficient to heat dwelling to at least 72 degrees Fahrenheit.
    - Kitchen with at least one sink, free of leaks, and a cooking oven or stove
    - no insects
    - locks to all exterior doors
    - appropriate garbage receptacles
    - two hard surface, off-street parking spaces for each rental dwelling unit
  - Encourages annual meetings for rental dwelling tenants, initiated by landlord or the landlord's agent, to discuss concerns and review rental dwelling licensing rules
  - Prohibits retaliation against tenant as a result of reporting violations of a lease agreement, rental dwelling management agreement, or the Good Landlord Program

- City of West Jordan
  - All properties must be maintained in a manner that will:
    - prevent fire hazard
    - prevent infestation by insects and rodents
    - prevent induction of hazardous pollutants into the air
    - prevent spreading of vegetation that threatens the public wellbeing
    - enhance the appearance of the property, increase property values, and encourage neighborhood creation and maintenance within the city
    - improve the city's image, property values, and neighborhood success
    - lawfully dispose of cutting from grass, weeds, and solid waste
    - effectively secure any vacant structure
    - lawfully dispose of any unsightly objects or structures
    - promptly remove or erase graffiti on any structure located on the premises
  - Entry upon proper request by City officer to inspect and enforce the Good Landlord Program

- Sunset City
  - Rental dwelling requirements
    - Landlord has paid any outstanding civil penalties assessed against the landlord for failing to correct a notice of violation applicable to the landlord's rental dwelling
    - Provide at least on operable sink, toilet, tub, and shower
    - Provide at least one operable smoke detector
    - Provide operable heating facilities
    - Assure rental dwelling is free from insects, termites, and rodents
    - Provide at least 2 off street parking spaces with hard surfaces for each unit

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- Tenant interaction
  - Provide the owner's tenants with a telephone number and e-mail address which tenants may use to contact the owner
  - Landlord shall respond within a reasonable time
  - Meet in person with the owner's tenants at least once annually
  - Provide tenants the internet address to Utah Legal Services
  - Provide tenants a signed copy of the management agreement

- Centerfield City
  - Inspections: City officials shall be permitted to make an inspection to enforce this agreement or the City Code, and may enter any building or may enter upon any premises during regular business hours
  - Real Property Maintenance: All real property used for a rental dwelling unit will have proper landscaping, regular cleaning, securing, ongoing repair, and maintenance of the premises

Recommendations

The City's current Good Landlord Program meets most of the State's requirements as laid out in Utah Code 10-1-203.5; however, the section on "Tenant Selection" will need to be either readdressed or revoked as it does not comply with Utah Code 10-1-203.5 (3)(b) which states that "A municipality may not… require a residential landlord to deny tenancy to an individual based on the individual's criminal history, unless a facility that houses parolees upon release from prison or houses probationers who have violated terms of their probation is located within the municipality."

Interviews with City staff have indicated that the current Good Landlord Program has become increasingly difficult to enforce and that the administrative oversight required for maintaining the program is likely not being recovered through the current fees. In order to bring the program back into a more beneficial status to both the City and landlords participating in the program, it is recommended that the City consider reducing the requirements set forth in the Good Landlord Program to the minimum requirements set in the state code.

It is also recommended that the City consider reducing the discount offered to program participants. The current discount for a single-family rental is 89% and 90% for a multi-family rental with a fee of only $7 per unit for both rental categories. This discount is generally similar to discounts offered by other cities offering a disproportionate rental discount associated with a Good Landlord Program. Additional information on comparable Good Landlord Program Disproportionate Fee discounts can be found in Appendix B. This large discount ultimately results in the City funding the disproportionate costs which these rentals impose on the City through other funds.

The table below shows what the new discounted rate for participation in the Good Landlord Program would be based on different percent discounts uniformly enacted across all rental types.

TABLE 18: FUTURE DISCOUNT RATE OPTIONS

Rental Category	Maximum Disproportionate Fee	Discount Rate		
		60%	70%	80%
Single Family	$64	$25	$19	$13
Duplex	$0	$0	$0	$0
Tri/Quad Plex	$37	$15	$11	$7

Rental Category	Maximum Disproportionate Fee	Discount Rate 60%	70%	80%
Multi-Housing	$21	$9	$6	$4
Mobile Home	$56	$22	$17	$11

Another option available to the City is to consider forgoing a GLP entirely. According to State Code, this would mean that the City would need to cease disproportionate rental fees altogether if an alternative disproportionate rental fee reduction is not provided. The following analysis shows what removing the current disproportionate rental rate would mean for the City in financial terms.

TABLE 19: COST ANALYSIS OF REMOVING GLP AND DISPROPORTIONATE RENTAL FEES

2021 Rental Base Fee	Number of Licenses	Fee	Total
New License	1	$190.00	$190.00
New GLP License	43	$30.00	$1,290.00
Renewal License	358	$64.00	$22,912.00
Base Total			**$24,392.00**
2021 Rental Disproportionate Fee	**Number of Units**	**Fee**	**Total**
Single Family	82	$66.50	**$5,453.00**
Single Family (GLP)	318	$7.00	**$2,226.00**
Duplex	27	$12.50	**$337.50**
Duplex (GLP)	81	$3.00	**$243.00**
Tri/Quad Plex	7	$92.00	**$644.00**
Tri/Quad Plex (GLP)	236	$9.00	**$2,124.00**
Multi-Housing	0	$67.00	**$0.00**
Multi-Housing (GLP)	2,825	$7.00	**$19,775.00**
Mobile Home	43	$49.50	**$2,128.50**
Mobile Home (GLP)	375	$7.00	**$2,625.00**
Disproportionate Total			**$35,556.00**
2021 TOTAL			**$59,948.00**
Rental Base with New Maximum Fee	**Number of Licenses**	**Fee**	**Total**
New License	44	$208.86	$9,189.84
Renewal License	358	$76.30	$27,315.40
NEW TOTAL			**$36,505.12**
Difference			**($23,442.88)**

The analysis shows that in 2021, it is estimated that the City collected approximately $60,000 through rental base and disproportionate fees. If the City removed the disproportionate rental fee altogether in the future, this would result in a reduction in the collection amount of $23,442.88. However, it should be noted that the maximum rental base fee amount of about $36,500 has been calculated to cover the true cost of

administering the rental business license fees. Therefore, the real implications of not charging a disproportionate rental fee would mean all costs associated with providing a disproportionate level of service in terms of calls for service to rental properties will be covered through funds other than fees collected from license holders.

As stated previously, interviews with City staff have indicated that there are substantial administrative costs associated with the GLP that cannot be collected through business license fees. Forgoing or reducing the GLP may help the City reduce or eliminated the increased cost that administering the program incurs.

Recommendations

There are two options for the City as it considers how to move forward with administering its GLP:

- Option 1 – Continue the Good Land Program
    - The City may choose to continue administering the GLP into the future with small changes to bring the program back into alignment with the State's updated requirements. This can result in slightly higher revenues if the City reduces the discount rate offered to GLP participants. However, the increased time and costs spent on administering the GLP will continue.

- Option 2 – Discontinue the Good Land Program and consider a more proactive approach to code enforcement
    - The City may choose to discontinue the GLP and forgo collecting a disproportionate service call fee on rental units. This would result in slightly lower revenues from the rental fees as outlined in Table 19, but the substantial administrative costs of administering the GLP would be eliminated. It may also benefit the City to consider a more proactive approach to code enforcement to impose penalties on rental properties who are repeat offenders of code violations. These fees can be reduced or waived based on the property owner's participation in a management plan to correct the code violations moving forward.

These two options have been identified as potential courses of action for the City. Other alternatives may also be viable options for the City as it considers the most efficient and reasonable way to ensure the community maintains a high standard of living.

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Appendix A – Business License Fee Comparisons

Business License Fee Comparisons

Business Class	Clearfield (Maximum)	Layton	Syracuse	West Point	Clinton	Kaysville
General Business License						
New	**$177.30**	$120	$100	$110	$152	$80
Renewal	**$76.30**	$120	$100	$110	$152	$80
Rental Dwelling License						
New	**$208.86**	$40	N/A	$110	$207	N/A
Renewal	**$76.30**	$40	N/A	$110	$207	N/A
Temporary or Seasonal Merchant License						
New - 180 Days	**$143.42**	$40	$125	$285	$76	$100
Cleaning Deposit	**$101.49**	N/A	$300	N/A	$150	N/A
Mobile Food Vendor License						
New - 180 Days	**$125.99**	$35	$100	$35	$152	$80
Cleaning Deposit	**$101.49**	N/A	N/A	N/A	$150	
Solicitor License						
New	**$222.54**	$35	$150	$50	$152	$60
Renewal	**$71.57**	$35	$150	$50	$152	$60
Identification Badge	**$26.70**	N/A	N/A	N/A	$10	N/A
Beer License						
New	**$271.57**	$120	$250 (A) $350 (B)	$110	$175 Single Event; $250 Off-Premise; $500 On-Premise	$75 Off-Premise $200 On-Premise
Renewal	**$76.30**	$120	$250 (A) $350 (B)	$110	$175 Single Event; $250 Off-Premise; $500 On-Premise	$75 Off-Premise $200 On-Premise

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Business Class	Clearfield (Maximum)	Layton	Syracuse	West Point	Clinton	Kaysville
Sexually Oriented Business License/Sexually Oriented Business Employee License						
New	**$306.11**	$240	$950	$135	$193 - $319	$500
Renewal	**$76.30**	$240	$950	$135	$193 - $319	$500
Firework Stand License						
New	**$154.07**	$40	$125	$110	$152 + $300 Inspection Fee	$350
Cleaning Deposit	**$101.49**	N/A	$300	N/A	$150	N/A
Pawnbroker						
New	**$154.07**	$100	$450	$110	$152	$80
Renewal	**$76.30**	$100	$450	$110	$152	$80
Massage Therapist						
New	**$248.44**	$120	$100	$110	$152	$80
Renewal	**$76.30**	$120	$100	$110	$152	$80
Identification Badge	**$26.70**	N/A	N/A	N/A	$10	$80

Disproportionate Service Fee Comparisons – Business Classes

Business Class	Clearfield (Max Fee)	Layton	Syracuse	West Point	Clinton	Kaysville
AUTOMOTIVE	$437	$100	Fire Inspection = $100	$0	Fire Inspection Fee = $59 Police Services = $27 Building Inspection Fee = $59 Comm. Safety Inspection = $55	$0
BAR	$494	$700		$300		$0
BEAUTY SALON	$0	$100		$0		$0
CONVENIENCE STORE	$5,476	$100		$250		$0
DANCE STUDIO	$0	$100		$0		$0
DAYCARE	$752	$100		$0		$0
ENTERTAINMENT SERVICES	$985	$100		$200		$0
FINANCIAL SERVICES	$900	$100		$0		$0
GENERAL CONTRACTOR	$12	$100		$0		$0
GROCERY STORE	$2,701	$100		$350 (w/ Alcohol)		$0
GROUP HOME	$4,325	$100		$0		$0
GYM/TRAINING	$403	$100		$0		$0
LODGING	$89 per room	$100 per business		$400 per business		$0

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Business Class	Clearfield (Max Fee)	Layton	Syracuse	West Point	Clinton	Kaysville
MANUFACTURING/WAREHOUSE /DISTRIBUTION	$170	$100		$250		$0
MASSAGE	$0	$100		$0		$0
NON-PROFIT/NO FEE	$188	$100		$0		$0
PAWNBROKERS	$2,823	$50		$900		$0
PERSONAL SERVICES	$0	$100		$0		$0
PROFESSIONAL/BUSINESS SERVICES	$67	$100		$0		$0
RESTAURANT	$695	$100		$200 (w/ Alcohol)		$0
RETAIL	$307	$100		$0		$0
STORAGE UNITS	$0 per unit	$100		$0		$0
TOBACCO SHOP	$127	$150		$0		$0

Disproportionate Service Fee Comparisons – Rental Categories

Rental Categories	Clearfield (Max Fee)	Layton	Syracuse	West Point	Clinton	Kaysville
Single Family	$64	$3	N/A	$15	N/A	N/A
Duplex	$0	$3	N/A	$15	N/A	N/A
Tri/Quad Plex	$37	$3	N/A	$15	N/A	N/A
Multi-Housing	$21	$3	N/A	$15	N/A	N/A
Mobile Home	$56	$3	N/A	$15	N/A	N/A

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Appendix B– Good Landlord Discount in Other Communities

GOOD LANDLORD PROGRAM DISPROPORTIONATE FEE DISCOUNT IN OTHER CITIES

	Current Fee	GLP Discounted Rate	Discount
Salt Lake City	$342.00	$20.00	94%
Ogden City	$83.00	$8.00	90%
City of West Jordan	$171.00	$21.00	88%
South Salt Lake	$151.00	$30.00	80%
Midvale City	$33.00	$7.00	79%
City of Taylorsville	$70.00	$15.00	79%
South Ogden City	$40.00	$10.00	75%
North Salt Lake	$115.00	$29.00	75%
Roy City	$33.00	$8.50	74%
Centerfield City	$27.00	$10.00	63%

*Note: Like Clearfield, many cities have multiple categories for rental units. This table reflects the Good Landlord Program discount for multi-unit rentals with 3+ units.

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CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
September 13, 2022

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
	Shawn Robinson	Deputy City Attorney
	Kelly Bennett	Police Chief
	Adam Favero	Public Works Director
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Rich Knapp	Finance Manager
	Shaundra Rushton	Communications Manager
	Nancy Dean	City Recorder

VISITORS: Sharla Carsen, Tammie Farr,

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

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

Councilmember Peterson led the opening ceremonies.

APPROVAL OF THE MINUTES FROM THE NOVEMBER 16, 2021 WORK SESSION, AND AUGUST 23, 2022 POLICY SESSION; AND **TABLED** AUGUST 23, 2022 WORK SESSION

Councilmember Peterson asked for further review of a discussion in the August 23, 2022 work session minutes. She requested those minutes be tabled until that review was completed. Councilmember Phipps commented he had also asked for a minor change on the August 23, 2022 work session minutes.

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Councilmember Phipps moved to approve the minutes from the November 16, 2021 work session, and the August 23, 2022 policy session, as written; and table the August 23, 2022 work session minutes for further review, 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 ZONING TEXT AMENDMENTS FOR FIREWORKS STANDS AND TEMPORARY OR SEASONAL MERCHANTS

Brad McIlrath, Senior Planner, explained the current City Code did not place restrictions on properties within the Freeport Center or Freeport West, and specifically allowed for firework stands and temporary or seasonal merchants to be located along the corridors in the C-1, C-2, M-U, C-R, D-R, and M-1 zones. He acknowledged that the City Code limited the ability to locate a fireworks stand and temporary or seasonal merchants at the corners of SR-193 and 2000 East (University Park Boulevard) and Legend Hills. He suggested that the regulatory ordinance addressing fireworks stands, and temporary or seasonal merchants should be amended based on development impact, the creation of new zones, adoption of the Form Based Code (FBC), and current trends. He noted there had been increased interest for such uses for schools, churches, and nonprofit properties. The proposed ordinance would specify locations and hours of operations for such uses. The Planning Commission reviewed the request on August 17, 2022, and recommended approval.

Mayor Shepherd opened the public hearing at 7:10 p.m.

There were no public comments.

Councilmember Bush moved to close the public hearing at 7:11 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.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON ZONING TEXT AMENDMENTS FOR SIGN REGULATION IN THE DOWNTOWN FORM BASED CODE

Brad McIlrath, Senior Planner, explained that staff had observed certain design standards that were prohibitive to private business as it actually applied to Form Based Code (FBC) sign regulations. He suggested FBC could be amended to better align with the standard needs of commercial businesses and to help accomplish the overall vision for the corridor. He added newer developments in the downtown area had identified needs, given certain alignments and topographies, to have more prominent building signage to showcase the name of the development for the community and residents. Therefore, staff recognized the need to make amendments to the FBC sign regulations and presented changes to better support private business and align standards with the needs of commercial uses along the corridor. The ordinance proposed removing Table 10.2(1) from the FBC and amending the sign area and height requirements. He provided some examples of how the changes would benefit businesses

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along the corridor. The Planning Commission reviewed the request on August 17, 2022, and recommended approval.

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

There was no public comment

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

PUBLIC HEARING TO REVIEW AND RECEIVE PUBLIC COMMENT ON THE PROPOSED LAKESIDE APARTMENTS DEVELOPMENT AGREEMENT FOR THE MIXED-USE PROJECT LOCATED AT APPROXIMATELY 325 THROUGH 375 SOUTH STATE STREET.

Mayor Shepherd represented the developer in purchasing the property; therefore, he recused himself and left the room at 7:18 p.m. Mayor Pro Tem Roper presided over the discussion on the item.

Brad McIlrath, Senior Planner, reviewed the history of the project to date. The applicant requested a development agreement for Form Based Code modifications for the subject properties. On June 15, 2022, the Planning Commission met and reviewed the proposed development agreement. It identified five modifications that warranted further discussion: Street and Block Network, Commercial Collector Street (Waterfront Way) as a private street constructed to the Neighborhood Street type standards, Urban Core Arterial Street Design (State Street), parking, and civic open space (Mabey Pond). The City Council and Planning Commission held a joint work session on June 28, 2022, that focused on the modifications and direction was given to staff. A public hearing was scheduled for August 9, 2022, before the City Council and tabled due to time constraints for obtaining updated documents related to the Development Agreement. The City Council held a work meeting on August 23, 2022, to review the updated proposed development agreement in which staff had identified an additional five items that needed to be addressed before the scheduled public hearing on September 13, 2022. The five items were discussed in detail and consisted of commercial square footage, timing for construction, corner build-to-zone and occupation of corner, trees per acre, and Waterfront Way cul-de-sac. Staff proceeded with direction given by the Council with the changes reflected in the staff report and the attached Development Agreement.

Mayor Pro Tem Roper opened the public hearing at 7:37 p.m.

PUBLIC COMMENT

Sharla Carson, resident, stated she had lived in Clearfield over thirty years. She expressed concern about the number of trees not being sufficient for the development and its open space requirements. She also expressed concern about lack of parking being provided when the project was fully developed. She suggested public parking for the Mabey Pond area was not enough. She

stated the project was the last opportunity for the City to have some relaxing open space and it would be a missed opportunity if the Council didn't consider a place where people could congregate on a patio while enjoying good food and the surroundings.

Councilmember Peterson shared a few comments that were sent to her directly:

Tami Farr, resident, wrote and encouraged the Council to forgo more apartments in the area but rather showcase the area with businesses. She hoped to have the plaza contain businesses again. She expressed her desire to see the Mabey Pond area as family oriented with picnic areas and amenities.

Jenn Talbot, resident, wrote and expressed frustration with the number of apartments being developed in the City. She hoped to see a wider variety of shops, stores, and restaurants. She expressed a desire for a full-size grocery store in Clearfield. She wanted to see shopping areas with plenty of parking and multiple types of shops in the same vicinity.

Norah Baron, resident, wrote and expressed frustration with the parking being insufficient for the development. She suggested there be two parking stalls for every apartment in the City. She was opposed to the reduction of the number of trees. She wanted to see Mabey Pond owned and maintained by the City to insure public access. She encouraged the City to make sure the roads were not too narrow like in her neighborhood.

There being no further comment, **Councilmember Thompson moved to close the public hearing 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.**

OPEN COMMENT PERIOD

There were no public comments.

CONSIDERATION OF ORDINANCE 2022-25 AUTHORIZING THE DEVELOPMENT AGREEMENT WITH LAKESIDE DEVELOPMENT PARTNERS, LLC, FOR THE LAKESIDE APARTMENTS MIXED-USE PROJECT LOCATED AT APPROXIMATELY 325 THROUGH 375 SOUTH STATE STREET - **TABLED**

Chuck Cowley, developer of Lakeside Square, stated the development team had been working with staff to address issues that needed to be resolved with the development proposal. He expressed his belief that the work had achieved a development agreement that would stand for the future of the site.

Mayor Pro Tem Roper referenced a letter of intent from Nolan Bushnell, inventor of the Atari game platform, indicating a desire to establish a video game center at the project site.

Councilmember Thompson referenced Exhibit 4, Form Based Code (FBC) modification table, referencing FBC 4.0 on page two of the exhibit. He quoted, "…Developer assumes the potential

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risk of future costs associated with the possible redesign and hard construction costs that may result from the connection of Waterfront Way to a future road, pedestrian path, or other such design requirements placed on the Developer that are intended to create connectivity of either pedestrians or automobiles between Waterfront Way and 450 South, if such connectivity is required in the future." He suggested the language appeared very broad. He expressed his support for the development of office space on the south side of the property in a future phase. He commented residents near where he lived had expressed feelings that there was plenty of multi-family development in the area.

Brad McIlrath, Senior Planner, explained there wouldn't be a connection between Waterfront Way and 450 South as part of the development of the north side of the project. He continued that any road redesign to accommodate future development on the property would be at the developer's expense. He explained the language was kept broad because the FBC street network was still in place and the only way to differ from that requirement would be an addendum to the Development Agreement or an entirely new development agreement. Either way the item would have to come back to the Planning Commission and City Council for consideration.

Councilmember Thompson stated he understood the FBC would be the fall back; however, it appeared the table was already agreeing to modifications. He commented, if approved, it appeared it would be in the developer's favor. He asked if the Council would really reconvene to discuss the connectivity of the project. Mr. McIlrath stated it was clear to the development team that the Council would reconvene to address connectivity. Mr. Cowley agreed. He stated what type of development would take place on the south side was currently unclear; therefore, the development team had the expectation that as it became clearer, it would need to reconvene with the Council to address the requirements for its development. He indicated it would be a completely separate project that would need the input of the Council. Councilmember Thompson stated it would help if the DA indicated that more clearly.

Councilmember Peterson moved to table consideration of Ordinance 2022-25, the development agreement for Lakeside Square, for the following reasons:

1. **Despite strenuous objections for months over key items addressed in the development agreement proposal, the language and terms are largely unchanged. The proposal contains many positive aspects that could benefit Clearfield, but as drafted is one-sided, and runs contrary to the vision for Mabey Pond spelled out in the 2016 resident-driven planning document, Creating Downtown Clearfield which became the foundation for Form Based Code. The development agreement represents a collaboration between both parties which would warrant deviations from the FBC.**
2. **Some (but not all) of the key items of note continue to be:**
    a. **residential parking for the mixed-use development,**
    b. **the lack of adequate parking for community access to the pond,**
    c. **bare basic open space around the pond that feels geared toward apartment use alone rather than a shared community amenity,**
    d. **and an overall feeling that the concessions asked for by the developer are primarily for their convenience, personal preference and financial benefit**

rather than a way to work together to create something special around the pond.

Councilmember Peterson added that after months of work sessions on the item and careful review of the packet materials for the current meeting, she still could not support the DA as drafted and was inclined to deny it outright. She expressed her belief that the differences could be overcome. She continued that tabling the item and having a serious re-work of the site was the fastest and least costly path forward for both parties and would allow time for the Council to appropriately vet and respond to an email that was sent containing a letter of intent from a tech company indicating their openness to locate in Clearfield. She commented that such prospects were exciting, worthy of discussion, and in line with the Council's desire to support business growth in Clearfield. **Seconded by Councilmember Bush.**

Councilmember Thompson expressed his opinion that the developer had participated with the City to economically develop the north side of the property. He added the developer was already entitled to develop the property as mixed-use due to its current zoning designation; however, he was attempting to work with the City to provide a quality product. Councilmember Thompson indicated he could agree with tabling the consideration of the DA, but only on the basis that there were other councilmember positions that were stronger than his. He encouraged further collaboration with the developer because he wanted to see the development be successful.

Councilmember Roper expressed his opinion that the developer intended to provide a quality product for the City. He expressed concern for holding the development up any further. He added the City had the attention of the business community at large. He stated he had visited with other businesses throughout the County that indicated a desire to locate at this type of development.

Councilmember Phipps stated if he were to vote on the DA during the meeting, he would vote to deny. He suggested tabling it might be a better decision so there could be further discussion.

The motion passed upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Thompson, Voting NO – Councilmember Roper.

Councilmember Thompson asked if the item should be tabled to a specific date. Nancy Dean, City Recorder, stated the Council could designate a date to reconsider the matter or provide written notice of the next public hearing on the DA, so the residents were aware of the date for reconsideration.

JJ Allen, City Manager, asked the Council to identify its desired outcomes for further discussion so staff could work the developer to address those issues. Councilmember Peterson commented she identified her items in the motion. She added she had not felt like there were negotiations on those items, rather, a push to accept the developer's proposal. She suggested, at the minimum, another work session would be necessary. Mr. Cowley suggested working through the list in the current meeting. Councilmember Peterson commented she was speaking for herself and wanted to see more discussion on the residential parking, parking for community access to Mabey Pond, the design of the open space area, and business and community engagement along Waterfront

Way. She really wanted a project that was a community draw. She pointed back to the Creating Downtown Clearfield Plan and its recommendation that the Mabey Pond area become a vibrant community area. She stated she did not intend to run contrary to the wish of the community, which had participated in the process for developing the Creating Downtown Clearfield Plan. Mr. Cowley responded it looked like the City wanted an entertainment district; however, the property was zoned for mixed-use. He noted the development team had worked hard to create something special for the center of Clearfield; each request for deviation from the FBC was to enhance the design not for the developer's convenience.

Councilmember Thompson commented his view of FBC was different. He understood it to be a tool to attract business to the City. He suggested that was working and it was important for government to step aside and allow that development to take place.

Mr. Allen suggested the members of the Council take some time to identify the items they would like to see additional work on and email it to him. He continued staff could then meet with the developer to work on those items. Mayor Pro Tem Roper agreed there needed to be a clearer vision of what the Council wanted to see.

Adam Burns, developer, identified the considerable financial investment made by the developers to bring the development to life. He commented they had entered into a Memorandum of Understanding (MOU) with the City in an effort to have a common vision. He suggested the development team had already compromised on a lot of things. Councilmember Peterson suggested her concerns were not new. She had already voiced a need to address the residential parking and how it was configured on the plan, as well as community parking for Mabey Pond. She stated the City found the demand for community amenities in the past had far exceeded the Council's expectations; therefore, providing sufficient community parking at amenities was imperative. She understood the City might need to participate in providing the community spaces in some way and voiced support for that.

Councilmember Phipps commented he felt he made it clear from the beginning that he did not support the project. He needed to see consistency on addressing the issues with public use of the property. He added that he supported making the area around Mabey Pond a community draw from the beginning.

Councilmember Roper expressed his opinion the development was a big opportunity for the future of Clearfield. It would be a type of development not before seen in the City. He pointed to the MOU and was concerned it appeared the Council was not keeping its original commitment.

Mayor Shepherd rejoined the meeting at 8:44 p.m.

APPROVAL OF ORDINANCE 2022-23 AMENDING REGULATIONS FOR FIREWORK STANDS AND TEMPORARY OR SEASONAL MERCHANTS AS OUTLINED IN SECTION 11-13-26 OF THE CLEARFIELD MUNICIPAL CODE

Councilmember Bush moved to approve Ordinance 2022-23 amending regulations for Fireworks Stand, and Temporary or Seasonal Merchants as outlined in section 11-13-26 of

the Clearfield Municipal Code with an amendment to City Code § 11-13-26(I) prohibiting operation of fireworks stands within a specific radius of Fisher Park on the Fourth of July each year after 2:00 p.m., and authorize the Mayor's signature to any necessary document, seconded by Councilmember Peterson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.

APPROVAL OF ORDINANCE 2022-24 AMENDING THE SIGN REGULATIONS IN THE DOWNTOWN FORM BASED CODE

Councilmember Phipps commented he did not like the look and feel of the proposed vertical signs extending from the sides of the buildings. He recognized there might be a business need for that type of sign but did not like the feel it would bring to the City. Mayor Shepherd commented new development had a need to advertise their nicely designed projects. He expressed his opinion the signs would help create an identity for specific projects. He added it might be an issue if every project down State Street implemented just such a sign. He suggested there were projects that such a sign would enhance. Councilmember Phipps agreed the sign might be attractive on specific projects, and reiterated if it was used on too many projects it would not be appealing on State Street. Mayor Shepherd agreed; however, he added the type of sign being discussed was expensive to install and maintain so most developments would look for other means to advertise the project.

Councilmember Bush commented in some instances that type of sign was the only option because some developments had building frontages right on the sidewalk. He added he did not want to prohibit it. He cited some developments in Ogden where such signs were not intrusive.

Councilmember Bush moved to approve Ordinance 2022-24 amending the sign regulations in the Downtown Form Based Code and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Thompson. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, Roper, and Thompson. Voting NO – None.

UPDATE ON THE FISCAL YEAR 2022 YEAR END FINANCIAL STATUS

Rich Knapp, Finance Manager, provided the fiscal year 2022 year-end financial update. He reviewed the water, sewer, and storm revenues and expenditures for the year. He noted water consumption reduced by 28 percent while revenue appeared to remain steady. He also reviewed the General Fund revenues and expenditures. He noted that the unrestricted fund balance appeared to be approximately 44 percent of revenues.

Mr. Knapp reported on key revenues from the fiscal year: Sales Tax revenue – nine percent higher, Energy Use Tax – 14 percent higher, Aquatic and Fitness Center increased, building permits revenue slightly decreased over last fiscal year, and fines and forfeiture revenue decreased over last fiscal year. He also reviewed programs or services with direct revenues. He reported on the national inflation and wage growth statistics, the Clearfield Quarterly Point of Sale, and the Utah Quarterly Point of Sale.

COMMUNICATION ITEMS

Mayor Shepherd

1. Mentioned discussions taking place with the White House on addressing eviction. He also stated there were discussion on connectivity and a $30 credit that could be applied for to help with that, if qualified.
2. Recognized the Major Brent Taylor Foundation for its support of Davis Remembers commemorating the events of September 11, 2001.
3. Attended a Security Summit. Spoke at the Mayors Day luncheon.
4. Reported construction on Hill Air Force Base's Roy gate would begin approximately October 29, 2022.
5. Congratulated Rancho Market on its recent opening.
6. Reported he would be leaving Sunday night for Washington DC to participate in a briefing on Capitol Hill concerning municipal bonds. He noted he would be speaking.

Councilmember Bush

1. Reported he helped spread bark at the Kiwanis Park playground area.
2. Reported the North Davis Sewer District had received its order for new manholes that had been on backorder for an extended time. The District was working on installing those quickly.
3. Stated he would be out of town the week of September 19, 2022.

Councilmember Peterson

1. Expressed condolences to the families of employees that were experiencing the loss of loved ones recently.
2. Announced the North Davis Fire District received its new pumper truck.
3. Announced Public Open Houses for Fire Prevention Week would be held in Sunset on October 3, 2022 and West Point on October 6, 2022.

Councilmember Thompson

1. Reported the Mosquito Abatement District Davis was still working on spraying for mosquitos. He noted the season was lasting longer than usual and most of the employment base was back in school so it might be a little slower than usual.
2. Invited Circles to attend the Women in Money Conference exploring financial empowerment.
3. Commented on the water issues in Jackson, Mississippi. He noted it was difficult to see the difficulties being experienced by that community. He commented there were those working toward sending a truck of water to Jackson, Mississippi to assist in serving that community.

Councilmember Roper reported the Energy Material Recovery Facility had not been working at capacity because of the amount of green waste being collected with the garbage.

Councilmember Phipps – Nothing.

STAFFS' REPORTS

JJ Allen, City Manager

1. Reported he met with the Community Services department and discussed the lack of sportsmanship being seen. He noted solutions were difficult to come by, but discussions were taking place.
2. Reported the department heads had recently held a planning and teambuilding retreat.
3. Informed the Council to watch for the Quarterly Report, which was recently sent.
4. Stated we would be out of the office the early part of the week of September 19, 2022.

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Stuart Williams, City Attorney, encouraged the Council to provide specific comments on the Lakeside Development Agreement so staff could better negotiate the Council's desires. Mr. Allen added that if there was no way the Council was inclined to approve the Development Agreement for the project to let staff know so there would be no additional time spent negotiating a solution.

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

- No meeting on September 20, 2022
- Work Session and Policy Session on September 27, 2022
- Work Session on October 4, 2022

There being no further business to come before the Council, **Councilmember Thompson moved to adjourn the policy session and reconvene in work session at 9:30 p.m., seconded by Councilmember Peterson. All voting AYE**

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CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
October 25, 2022

City Building
55 South State Street
Clearfield City, Utah

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Tim Roper	Councilmember
	Karece Thompson	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Stuart Williams	City Attorney
	Kelly Bennett	Police Chief
	Adam Favero	Public Works Director
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Shaundra Rushton	Communications Manager
	Nancy Dean	City Recorder
	Chersty Titensor	Deputy City Recorder

VISITORS: Chuck Cowley, Ashleigh Young, Kathryn Murray

Mayor Pro Tem Roper called the meeting to order at 6:00 p.m.

Councilmember Thompson arrived at 6:08 p.m.

DISCUSSION ON THE LAKESIDE SQUARE DEVELOPMENT AGREEMENT

Mayor Shepherd represented the developer in purchasing the property; therefore, he recused the himself and did not join the work session until 7:34 p.m.

JJ Allen, City Manager, provided the history of the project thus far. He introduced the developer who provided an update and requested feedback from the Council.

Chuck Cowley, developer for Lakeside Square, thanked the Council for its participation in the recent design process and for feedback and participation in the survey that was distributed. He presented some revised designs for the project with a particular emphasis on the Mabey Pond area. They were highly conceptual plans which would be refined following the meeting.

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- Phase 1 – South beach area with kayak float launch area, beach area, natural trail behind the existing building to the north area leading to picnic/barbecue areas and benches. Wanted to make space next to the pond more noticeable by installing festoon lights crisscrossing across Waterfront Way to create indoor/outdoor space to attract visitors to Mabey Pond. Signage was discussed at entryways.

Councilmember Bush questioned whether the City would be anticipating parking along Waterfront Way for those businesses. Mr. Cowley pointed out the parking was to be reserved for the businesses. Councilmember Bush, referred to the food trucks mentioned by Mr. Cowley and asked if traffic could be closed for them. Councilmember Roper offered positive perspective from downtown Salt Lake areas. Mr. Cowley pointed out it would affect only eight parking places; the event itself would be the draw bringing customers into the businesses.

- Phase 2 – Everything from Phase 1 but additionally going south of Waterfront Way after the demolition of the existing building on the southwest side of the pond; enlarged the beach space, bandstand that would be approximately 40 feet, lights, walking and seating element. Tall water feature element, additional pedestrian path connecting to 450 South.

Councilmember Bush asked whether they were anticipating a fence along the east side. Mr. Cowley was not sure because the property had an easement in place through the parking lot. He also indicated the property to the southeast was for sale and mentioned the City might want to consider purchasing it. Councilmember Roper expressed concern that someone else might purchase the property and potentially develop something different than the City wanted in the area. Councilmember Peterson expressed interest in considering the City's purchase of the property. JJ Allen, City Manager, recommended a meeting could be scheduled at another time if property acquisition were something the Council would like to consider. The Council appeared to have a consensus about exploring the possibility of the purchase of the property.

- Phase 3 – Mr. Cowley continued his presentation showing potential City improvements of an over-water bridge connecting the fishing park on the east to the Mabey Pond Lakeside element. Connecting dedicated civic-open space with City-owned space. Could be built with park impact fees.

Eric Howes, Community Services Director, pointed out when the pond was full there was no dry ground near the L shaped building on the southeast, which might hamper the development of a mothers beach as shown.

Councilmember Phipps requested clarification of whether the area east of the dog park would be a public area. Mr. Cowley answered yes. The southern part of Waterfront Way would be improved in Phase 1. Councilmember Phipps asked whether the dog park was for tenants. Mr. Cowley affirmed it was a tenant amenity but pointed out the barbecues, picnic tables were all civic open space. Councilmember Phipps commented he really liked it.

Councilmember Peterson expressed her support for the design plan; it was what she was hoping to see. Pleased to see that the plan would give a visitor to the area the sense that they were contemplated in the design. It demonstrated programming that felt intentional for someone

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outside of the area and that it meshed well with potential development. She expressed her appreciation for the lighting design, the inclusion of the southwest portions of Phase 2, the thoughtfulness of immediate amenities available to visitors, and the potential for the north end development to drive access and investment in the area. Councilmember Peterson was encouraged seeing the subtle shifts.

Councilmember Bush inquired as to the size of the sand area. Mr. Cowley responded. Councilmember Bush asked if the area would be big enough for volleyball court. Mr. Cowley explained the area would slope down significantly and provided further explanation of a proposed revetment wall to be constructed for foot traffic from the beach area. Mr. Allen pointed out it would slightly shrink the surface area of the pond. Mr. Cowley stated the City's fishing dock on the east side of the pond was currently not floating. Even when floating there was a decent shoreline so building up the edge was not going to shrink it that much. Mr. Allen explained the image referred to didn't reflect a full pond. Mr. Cowley referred to the pond maintenance agreement. Councilmember Phipps expressed his opinion he wasn't sure the pond would ever get back to the size it was.

Councilmember Thompson asked if the developer could speak to any environmental impact and what water conservation looked like under the proposed plan. Mr. Allen explained it was important to the City that the pond have sufficient water but in the scenario of no water in the pond, language had been added to the Development Agreement (DA) addressing that issue. The DA would indicate the City and developer would collaborate to redesign the space as a public park/recreation area.

Councilmember Thompson asked the developer about the risk analysis completed. Mr. Cowley explained a consultant was hired who worked with the Army Corps of Engineers to determine the body of water wasn't jurisdictional to the Army Corps of Engineers. That designation needed to be renewed every five years. Mr. Cowley acknowledged all parties preferred the area to remain a pond. Mr. Thompson expressed his opinion that he was passionate about the area being a draw for the public and having water in the pond was important to the essence and soul of the project. Councilmember Bush commented if the surface of the pond was decreased by a few feet it wouldn't matter. Councilmember Peterson expressed the loss of some of the water area on the west side was worth the outdoor improvements being proposed so there would be usable amenities from the beginning of the project.

Councilmember Phipps offered his opinion that considering the three stakeholders in the project (tenants, residents, broader community) the proposed plan appeared to meet all needs. He expressed his satisfaction in the place proposed on the south where there could be a picnic, water recreation, fishing, and kayaking. The proposed plan provided multiple opportunities and allowed the pond to be used to its potential.

Councilmember Bush asked the developer about the look of the amenities. Mr. Cowley explained that was the next general step. Council's feedback would be taken to the designer and then he would return with a more detailed conception of the amenities as they would be built out.

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Councilmember Phipps asked how wide the strip was east of the older building on the west of the pond. Developer explained the design was highly conceptual and would change but identified what they were hoping to meet. Mr. Allen asked the Council if there were things missing from the proposed plans or things that needed to be changed. Councilmember Roper acknowledged the very positive conversation. He encouraged feedback from the Council so the developer could return with any changes.

Councilmember Peterson expressed appreciation to see significant changes. She liked the proposed Phase 1 and would like to see the other pieces and understand the timing of the development. She looked forward to language and exhibits being added to the DA that represented what was being discussed. Councilmember Peterson understood the development of Phase 3 would become the City's responsibility of the development. Mr. Cowley acknowledged there would need to be deed restrictions and other language added to the DA to protect all the parties. Councilmember Peterson pointed out the second phase was more about carving out the restriction rather than some of the details, recognizing the details of the entitlement would be part of the conversation down the road.

Councilmember Phipps requested clarification of the proposed lighting. Mr. Cowley explained lighting would be consistent with what was required in parking lots - one candle foot. Brad McIlrath, Senior Planner, explained the standard being applied in another project in the City was one candle foot. Mr. Cowley clarified, as part of their standard practice and part of the contract with their electrical engineer, there would be a photometric study completed to ensure there would be sufficient lighting.

Kelly Bennett, Chief of Police, pointed out there had been problem areas in the brush in privately owned property where there wasn't sufficient lighting because the City didn't light the area. Mr. Allen pointed out when the area was improved it should make a difference with those issues. Mr. Cowley indicated the development would have security that would patrol the north project and ultimately the south project.

Mr. Allen summarized discussion and reiterated Mr. Cowley would like to bring back images of renderings of specific points on the plans to ensure the project was a shared vision. At that point, staff would ensure the DA included all the language of everything discussed. There appeared to be consensus from the Council.

Mr. Cowley reiterated it was good to receive as much feedback as possible and wanted to come back in two weeks to review more details about the amenities being proposed. In the meantime, he would start working with staff on what that language would need to look like in the DA. Mr. Allen thought those processes could run concurrently. He indicated review of the updated renderings would be added to the November 8, 2022 work session agenda.

Councilmember Peterson moved to adjourn the work session and reconvene in policy session at 6:50 p.m., seconded by Councilmember Phipps. All voting AYE.

The work session reconvened at 7:34 p.m.

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DISCUSSION ON PET LIMITS

Animal Care of Davis County (ACDC) provided enforcement services throughout the entire County for violations of animal-related ordinances (e.g. barking dogs, bites, animals at large, etc.). For the most part, animal-related ordinances were consistent throughout Davis County. However, when it came to pet limits, there were variations. Understandably, the inconsistency in pet limits was cumbersome and frustrating for the animal control officers. Consequently, ACDC requested more uniformity among the sixteen entities (the County and all fifteen cities). ACDC's recommendation was to allow three pets of any combination (dogs and cats). In addition, a person could obtain from ACDC an annual additional dog permit (making four pets total) only upon meeting specific criteria.

Ashleigh Young, ACDC, informed the Council that recent studies suggested ninety percent (90%) of people considered pets as part of their families. There were over ten different pet limits for Davis County which caused problems for enforcement and residents. Many times, officers were going out to respond to complaints of violations of pet limits not nuisance, nor excess waste. Ms. Young proposed two options the ACDC hoped all cities would adopt:

- Schedule A) Would allow three animals, any combination either cats or dogs plus an additional dog permit, or
- Schedule B) Would allow two total cats or dogs of any combination and one additional pet permit.

Mayor Shepherd favored Schedule B. He stated there were good and bad pet owners. There were those who already had more animals than the Code allowed; however, if there were another dog allowed because of a special permit, then the third dog would be fine because residents would have taken the extra effort to get the permit. Ms. Young stated Schedule B would be the logical next step for the City.

Councilmember Bush asked if the ACDC allowed any other pets besides cats and dogs. Ms. Young responded that ACDC only controlled the number of cats and dogs; all other animals would be under the jurisdiction of The Department of Wildlife or the City's zoning ordinances.

Councilmember Phipps expressed concern that someone could have three dogs but there was no pathway to having three cats. It didn't seem fair. Mr. Allen mentioned perhaps the additional annual permit could be either a dog or a cat. Mr. Phipps expressed satisfaction with that option.

Councilmember Thompson asked if emotional support animals counted toward the limit. Ms. Young informed the Council that the emotional support animals did count toward the limit, but service animals would not count toward the limit.

Councilmember Peterson didn't want to create a scenario where the City had allowed a certain threshold and was now asking citizens to divest of their animals. Most cities allowed three. With an ordinance change, the City could be setting up to have the ordinance ignored or just create more problems for ACDC by requiring pets to be surrendered.

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Councilmember Thompson asked whether they could grandfather existing animal ownership. Mr. Roper expressed concern with how that would get enforced.

Mayor Shepherd would be satisfied with three and possibly fourth if licensed, as long as it was not four dogs. Ms. Young reminded the Council the County pet limit was three of any combination or two animals with one additional dog if adopted from a shelter.

Councilmember Bush suggested to revise the ordinance and go to four animals but say no more than three dogs. Councilmember Thompson thought that was too arbitrary. Councilmember Peterson stated that was one area she would be more liberal. Councilmember Roper commented he didn't want to criminalize people over the number of pets. Councilmember Peterson commented it could become difficult to enforce. She suggested dealing with only waste or nuisance issues. The exact number of animals became arbitrary. She would rather go after the ones that were causing problems. She leaned toward Schedule A due to potential unintended consequences.

Mayor Shepherd asked if the ACDC had reviewed the permit fees and their amount. Ms. Young informed the Council it would be $100 to have the fourth animal. Councilmember Thompson supported Schedule B for any permits going forward but wanted to see grandfathering.

A resident present in the meeting asked the difference between a shelter dog or emotional support dog. Mayor Shepherd clarified emotional support counts toward the limited number; a true service animal could be in addition to the limit.

Mayor Shepherd verified Schedule A was the consensus.

Spencer Brimley, Community Development Director, reminded the Council that the City Code currently stated that three dogs at one location was considered a kennel and was not allowed in residential zones. He suggested there would need to be changes to the language in the City Code. Ms. Young informed the Council that ACDC was having a meeting on November 15, 2022 with the city managers to revise and rewrite the language for kennel permits. Ms. Young would send language to Mr. Brimley.

Mayor Shepherd asked how ACDC was dealing with fostering of dogs that were brought in from other states. Ms. Young informed the Council current ordinances for licensing stated if a pet was in a home for more than 30 days it must be licensed, but if it was over the limit, the animal would need to be removed. She stated there was currently nothing in code pertaining to fostering animals.

There appeared to be consensus to establish Schedule A: three animals any combination plus fourth by permit.

Mr. Allen indicated staff would need to prepare ordinances to reflect the discussion.

Councilmember Bush moved to adjourn the work session at 7:52p.m., seconded by Councilmember Thompson. All voting AYE.

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CLEARFIELD CITY COUNCIL/PLANNING COMMISSION MEETING MINUTES
6:00 P.M. WORK SESSION
November 1, 2022

City Building
55 South State Street
Clearfield City, Utah

CONDUCTING:	Tim Roper	Mayor Pro Tem
PRESENT VIA ZOOM:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Vern Phipps	Councilmember
	Karece Thompson	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Adam Favero	Public Works Director
	Eric Howes	Community Services Director
	Kelly Bennett	Police Chief
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Shaundra Rushton	Communications Manager
	Nancy Dean	City Recorder
	Chersty Titensor	Deputy City Recorder

PLANNING COMMISION MEMBERS: Kathryn Murray, Robert Browning, Zach Gaines, David Bloomfield, Chad Mortenson, Megan Ratchford, Lauren DeSpain

VISITORS: None

Mayor Pro Tem Roper called the meeting to order at 6:04 p.m.

Councilmember Thompson arrived at 6:12 p.m.

DISCUSSION ON THE CLEARFIELD PARKING STUDY

Brad McIlrath, Senior Planner, presented the Clearfield Parking Study. Study was paid for by the Transportation Land-use Connection Grant through Wasatch Front Regional Council (WFRC). Fehr Peers (Traffic Transportation Engineering Firm) was the consultant.

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SUMMARY:

- Study was an analysis of parking utilization in Clearfield City.
- Downtown Form Based Code and citywide zoning studied separately.
- Study timeline from October 2021 through September 2022.
- Parking counts taken December 2021 and March 2022.
- The study was not a regulatory document but meant to assist in future policy decisions regarding parking regulations.

PARKING STUDY ELEMENTS

- Data collection and recommendations
- National Literature Review & Recommendations
- Parking Policy Guidance
    a. Design Details & Dimensional Standards
    b. Shared Parking Requirements
    c. Affordable, Senior, and Transit-Oriented Housing Requirements
    d. On-Street Parking & Enforcement
    e. Provision of Downtown Public Parking
    f. Structured Parking
- Appendix A: Dimensions of Parking

Mr. McIlrath referred to Table 4: Residential Parking Data Collection – December 2021 and Table 5: Residential parking Data Collection – March 2022 from the Parking Study.

- Citywide Zoning Code
    - Multi-family housing
    - Industrial & wholesale establishments
    - Restaurants & bars
    - Fast-food or drive-in restaurants
- Form Based Code
    - Multi-family housing
    - Neighborhood eating & dining
    - General eating & Dining
- December 2021 and March 2022

Councilmember Phipps mentioned family demographics impacted parking needs. Mr. McIlrath said the study was not an exact science. Councilmember Phipps asked if on-street parking was included as part of the study. Mr. McIlrath said they were able to count how many stalls were on State Street and how many were still available and even if those were moved to State, the consultant was able to determine stalls available.

JJ Allen, City Manager, pointed out the table showed no garage spots included on City Center apartments. Mr. McIlrath explained how stalls/garages were counted in the study. Further emphasized the study was done to the best of the consultants' expertise. He acknowledged it would never be perfect but was intended to give the City a good idea of needs. Mr. Allen observed the three townhome projects in the Form Based Code area appeared to have higher vehicle count than City Center apartments. Townhomes would likely have more vehicles.

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Mr. McIlrath reviewed the recommended parking requirements from Table 1 in the parking study materials. He reviewed the parking requirements and recommended keeping the minimum stalls per multi-family unit to a whole number plus 0.125 to account for visitor parking. Councilmember Peterson was reluctant to consider one parking space per single unit because it was more likely to see two people living in one-bedroom units. Expressed support for allowing 2.5 parking spaces on the 3 bedroom or larger.

There was a discussion about the challenges the City currently experienced with overflow parking and using different per bedroom counts for parking. Councilmember Peterson observed the difficulties of anecdotally making determinations and stressed the importance of recognizing how parking was being used. She was interested in knowing the parking policies at different apartment buildings considering the overflow seen on the street daily. Mr. McIlrath explained there were metrics that weren't captured in the study. He gave an example of tenants who purposely park on-street because they were charged extra for additional parking.

Mr. Browning asked about the process for development; he questioned whether the developers were assigned a number of stalls based on bedroom counts but then charged the tenant for the other space. Observed there was a disconnect in what the City was mandating and what the landlords were providing. Mr. McIlrath reminded him those were private sector matters that the City did not regulate. He acknowledged it became the City's problem when tenants complained to the landlord after the City enforced rules for parking on the street. It should pressure landlords into solving parking problems.

Councilmember Bush asked whether it was legal to say the apartment buildings had to provide so many uncharged parking spaces. Stuart Williams, City Attorney, did not believe it was. There was a discussion about the tactics of landlords to charge tenants for parking. Megan Ratchford, Planning Commissioner, asked if the City knew the vacancy ratio for the areas studied. Mr. McIlrath said all were within the ninety percent (90%) occupancy range.

Dave Bloomfield, Planning Commissioner, offered the example of Weber State University requiring students to pay for parking. Gave an additional example of Chancellor Garden where parking was not sufficient. Suggested the City could eliminate problem by making empty lots by commercial area free parking.

Councilmember Thompson asked how much of the current code and development of Form Based Code and parking requirements were taking first mile, last mile issues into consideration or incentivizing transit-oriented housing versus what the parking study showed. He stated it appeared there should be special consideration for the only one that fell under the requirements of the TOD. He asked how unique the City's situation was when compared to other TODs. Mr. McIlrath commented there was not a lot of transit options at this point for people. Mr. Thompson asked if the study overlaid generational data and single-family versus multi-family housing data. Mr. McIlrath responded it had not. Councilmember Roper commented it was best to consider what was best for Clearfield residents. Mr. Thompson questioned whether the study had sufficient data to make determinations. Mr. McIlrath commented there were so many different layers that it was difficult to address them all.

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Mr. McIlrath displayed Table 1: Summary of Recommended Parking Requirements Based on Data Collection which reviewed the Citywide Zoning Code and Form Based Code by land use categories; Multifamily Residential, Distribution, General Industrial, Restaurant, and Fast Food.

Councilmember Phipps asked about national parking standards for fast food restaurants. Mr. McIlrath responded big box retailers sometimes dictated their business standards. Councilmember Peterson agreed with everything from Multi-family down on the table. Glad to see smaller parking recommendations on fast-food restaurants since drive through and delivery drivers were more utilized. Mr. McIlrath commented Coconut Island Grill was interested in the results of the parking study due to shared parking arrangements with the owner that were currently not working out. Might be a code change to consider sooner than later. Mr. McIlrath was not comfortable with the parking study's recommendations in the Form Based Code area for multi-family development. Mr. McIlrath recommended no changes to the multi-family residential Form Based Code.

Robert Browning, Planning Commissioner, asked if apartment complexes were filling up their parking lots under their current structure. Mr. McIlrath said none were ever one hundred percent (100%) full. Suggested residents might be parking on the street because they were being charged for extra space. Proximity of the apartment to street could be a determinant to whether they park on street or in parking spaces. Councilmember Bush asked if townhomes were required to have a double garage. Mr. McIlrath answered the current code standard required a double garage. Mr. Bush said occupied stalls per unit in townhomes were higher than apartments. Asked whether they should be evaluated differently. Mr. McIlrath agreed they should be evaluated differently since they were different uses and likely catering to different demographics. Spencer Brimley, Community Development Director, commented it was a land use function issue. Not necessarily the transient nature of apartments, but design and layout of the townhomes. He agreed the two should be addressed separately. Mr. McIlrath reminded the Council the study was intended to be a guide and the Council would make the final determination.

Mr. McIlrath explained the project team utilized national literature from the Institute of Transportation Engineers (ITE) and the Urban Land Institute (ULI), as well as Salt Lake City's and Ogden City's code books for their parking ratios to make recommendations.

Mr. McIlrath reviewed the recommendations on Table 16: Citywide Zoning Code Parking Requirement Recommendations.

- To provide recommendations for land uses not included in data collection.
- Citywide Zoning Code
    - Recreation areas including bowling alleys, skating rinks, golf courses, tennis courts, and others
    - Less intensive commercial businesses including furniture, appliance, and lumber sales
    - Offices and personal services, including medical and dental clinics

Mr. McIlrath reviewed the recommendations on Table 17: Form Based Code Parking Requirement Recommendations

- Form Based Code

- Library/museum/post office (no distribution)
- Neighborhood service
- General Service
- Craft industry
- Open space & recreation

Mr. Allen commented on the General Office recommendation of 2.5 parking spaces per 1,000 square feet and indicated that some years ago the AAA building demanded 10 parking spaces for 1,000 square feet. However, the majority of that parking lot remained unused. The pandemic made everyone realize jobs could be remote. He was not sure if call centers would be in high demand.

Councilmember Phipps asked about the concept of live/work developments. Mr. McIlrath said it wasn't addressed specifically in the study. Councilmember Phipps observed the City currently had two different developments that were live/work and wondered how they fit in the recommendations. Mr. McIlrath explained the need was determined by bedrooms and office square footage of businesses. Councilmember Phipps asked if it was clear in the study. Mr. McIlrath replied it was not clear in the document but was worth making clear.

Mr. McIlrath explained the parking policy guidelines tried to answer questions that were brought up by Clearfield City staff through the research process. The policies were grouped into the following categories:

1. Design Details and Dimension
    a. Tandem Parking
2. Shared Parking Requirements
    a. Evaluation of current and recommended shared parking standards
3. Affordable, Senior & TOD Parking Requirements
    a. How should parking requirements be adjusted for these types of developments? Or should they?
4. On-Street Parking & Enforcement
    a. How should Clearfield regulate on-street parking during winter months?
    b. Should Clearfield implement paid on-street parking?
5. Provision of Downtown Public Parking
    a. When would it be feasible to provide or subsidize public parking downtown?
6. Structured Parking
    a. Does it lead to reduction of needed parking? If not, what incentives are appropriate to encourage structured parking?

Mr. McIlrath addressed each of these questions separately.

<u>DESIGN STANDARDS AND DIMENSIONS:</u>

Q: 1. How was parking use affected by stacked (tandem) parking as opposed to side-by-side?

2. What design details should be specified in code?

Recommendations:

1. Allow in tandem parking area or garage only with valet assistance.

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a. Apartments, offices, retail, etc.
2. Tandem garages for townhomes should be calculated at providing 1.5 spaces and not 2.
3. Driveway lengths should be a minimum of 20 feet from back of curb or sidewalk.

Councilmember Bush commented that typically street right-of-way started behind the sidewalk. Didn't want them to park in the right-of-way which could be 21 feet. Mr. McIlrath agreed and stated it was a good example of local circumstances. The property line started at one foot behind the right-of-way. Mr. Allen pointed out alley parking needed the 20 feet in the alley behind the garage. He clarified a driveway should be at least 20 feet. However, if there were townhomes that were alley parked then there needed to be two spaces in the garage side-by-side. However, if they were tandem parked then the garage parking should only count as 1.5 spaces so the other half should be provided in a parking lot somewhere. The situation the City was trying to avoid was developments where cars were parking in front of their garages or parallel parked which was impeding emergency response.

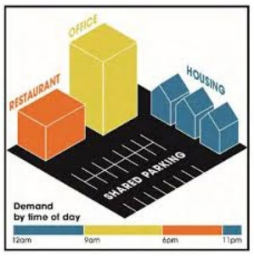
4. Minimum height for parking garages provided. Provided in the event the City was to have a parking structure; it would need to offer extra height for van accessible ADA vehicles. Recommended having on ground level then upper levels built to standard.
5. Parking dimensions provide in Appendix A.

SHARED PARKING REQUIREMENTS:

Q. How should parking requirements be adjusted for development that allow for shared parking?
Shared parking requirements outlined in detail in the Form Based Code.

Recommendations:

- Slight modifications of the table in the Form Based Code:
- 1. Table 9.2(2): Residential parking usage increase from 50% to 60% from 7am-6pm.
- 2. Incorporating a shared parking ratio for Fitness, Gym & Dance Studios with the following recommendations:



Weekdays:
Midnight – 7:00 AM = 70%
7:00 AM – 6:00 PM = 80%
6:00 PM – Midnight = 100%

Weekends:
Midnight – 7:00 AM = 40%
7:00 AM – 6:00 PM = 50%
6:00 PM – Midnight = 100%

AFFORDABLE OR SENIOR HOUSING

Q. How should parking requirements be adjusted for affordable or senior housing developments?

- Recommendations provided were based upon a couple of studies done by Fehr & Peers from 2020-2022 in Utah, Salt Lake and Davis counties.

1. Standard, non-income or age restricted multi-family (Utah, Salt Lake, Davis, & Weber counties)
    a. Code regulation - 1.14 spaces per dwelling unit
    b. Code regulation - 0.76 spaces per bedroom
    c. 1.19 spaces per occupied dwelling unit, and

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    d. 0.82 spaces per occupied bedroom.
2. Five Senior housing developments in Salt Lake County
    a. 0.6 stalls per unit.
3. Six affordable, income-restricted, transit-oriented housing developments in Salt Lake County
    a. 1.00 Stall per unit or 0.5 stalls per bedroom was the utilization.

Recommendations: For Council's review

1. Could provide up to 50% reduction for senior housing
2. Could provide up to 25% reduction for affordable housing.

Councilmember Peterson pointed out that Salt Lake County included transit-oriented housing in its parking metric. She expressed her opinion that transit-oriented housing was not necessarily more affordable, but a lifestyle choice. She suggested the lifestyle might have more people and more vehicles. She didn't see it as a great option in Clearfield because they didn't have housing options closer to something else. Mr. Allen agreed if the consideration was affordable and transit-oriented residents might be more likely to rely on transit. He continued if the consideration was affordable or transit-oriented then the use might be different. Councilmember Peterson commented the Council's policy to date leaned towards market rate housing because the City already bore a great burden supplying affordable housing for the County.

AFFORDABLE, SENIOR, & TRANSIT-ORIENTED HOUSING

Q. How should parking requirements be adjusted for transit-oriented housing developments?

- "Transit options in Clearfield currently did not appear to reduce parking demand the way that transit options did in the developments observed in Salt Lake County." Mr. McIlrath continued by showing Salt Lake County had multiple bus routes on one street, trax lines, front runner, more alternative public transportation options than Clearfield.
- Form Based Code included a transit credit reduction for developments within differing proximities of a 15-minute transit service, but not specific for peak hours of transit service or all day.
- UTA planned to increase service on route 470 from 6am-7pm to 15-minute headways all day during that time within five years.

Recommendations:

1. Update Form Based Code language to specify that the transit should be 15-minute headways all day to receive parking credits.

Councilmember Thompson asked if e-bikes and e-scooters were having any impact on the demand for parking. Councilmember Peterson shared her experience using e-bikes and e-scooters and commented they were sufficient for occasional use but not viable as a transit solution overall due to the cost. Councilmember Phipps added the weather contributed to the times they could or could not be used. Mr. Allen commented Lyme had a rate-reduction program for low-moderate income, basically, if a user qualified for reduced lunch fare.

WINTER ON-STREET PARKING

Q. How should Clearfield regulate on-street parking during winter months when snowplowing could pose a risk to vehicles parking on-street?

Approaches outlined in the study:

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1. On-Street parking prohibited from November to February, midnight to 5am
2. Some cities prohibit on-street parking during and after winter storm events
3. Identify snow routes where parking is prohibited during snowfall
    b. Keeping key roads (arterials & collectors) clear for essential connectivity. Mr. McIlrath saw this option as problematic with snowplows.
    c. On-street parking allowed in identified areas for local-use on side streets or streets with lower priority plowing.
    d. Not currently used by any community in Utah.

Recommendations:

1. Identify snow routes where parking was not allowed during snow fall.
    a. Would allow for some amount of on-street parking along local streets where a supply of on-street parking was relied upon.
    b. Focus on key roads for essential connectivity and flow.
    c. Likely only applicable to Clearfield Station and areas of Downtown Clearfield.

Councilmember Bush asked who enforced the winter parking regulations on State Street since it was a state road. Mr. McIlrath informed the Council the City enforced the winter parking regulations on state roads. Adam Favero, Public Works Director, stated there were often cars parked on the street during plowing because the plows had to dodge the parked cars.

Councilmember Peterson expressed her opinion that winter parking regulations should be applied the same throughout the City, whether the Form Based Code area or single-family residential areas. She continued the City needed to remind developers and property management companies that parking needed to be self-contained in the project area. Stuart Williams, City Attorney, reminded the Council the last time this issue was discussed the Fire District was present to speak on the important need for emergency access, especially during winter conditions. Councilmember Roper stated he was in favor of prohibiting winter on-street parking only during and after storms similar to how Roy City enforced it. There was a discussion about the limited time restricted for winter on-street parking and the need to track how much snow the City was receiving during those hours. Kelly Bennett, Police Chief, stated enforcement was easier with consistent standards throughout the City. The option to identify different routes where parking was not allowed promoted inconsistency with enforcement.

<u>ON STREET PARKING & ENFORCEMENT</u>

Q. Should Clearfield implement paid on-street parking, and if so, how should a paid parking policy be enforced?

- Currently free which was consistent with other suburban communities in Davis and Weber counties
- Paid parking policy pros & cons.
- Existing conditions in Downtown Clearfield did not currently support a paid on-street parking system.

Recommendation<u>:</u>

1. Not recommended for immediate implementation but might become viable over time as conditions changed.
    a. Key indicators for implementation:
        i. Heavily utilized greater than 85% occupancy.

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ii. Feedback from business communities that on-street parking was occupied for long periods of time.
iii. Circling blocks in search of on-street parking.
iv. Businesses started charging.
v. High- frequent public transit options were available.

PROVISION OF DOWNTOWN PUBLIC PARKING

Q. When would it be feasible to provide or subsidize public parking in Downtown Clearfield?

- Currently not a demand for public parking areas or structures, and with code regulations demand might not reach level of need for public off-street parking.
- High cost to construct and manage public parking areas or structures.
  - 100-stall facility in 2016 would cost $500,000 to $1 million for a surface lot and $1.5m-$2.5m or more for a structure.
  - Land acquisition costs, etc.

Recommendation:

1. Focus on other parking management strategies in the near term. Conditions might change as the downtown and TOD developed that made it a viable option. Favorable factors included:
   a. Paid and time-limited on-street parking policies could be implemented to efficiently manage the existing parking supply,
   b. Paid parking areas began to be heavily utilized (greater than 85% occupancy rates) during peak periods, and
   c. If that parking demand was concentrated in a small area (within approx. a ¼ mile radius or less) with high-comfort pedestrian facilities.

STRUCTURED PARKING

Q. Is there evidence that structure parking generated less parking demand that would justify a reduction in the required parking? If not, what incentives would be appropriate to encourage structure parking?

- No. The type of parking design (parking lot or parking structure) did not determine the parking demand with the associated use or uses.
- Form Based Code currently allowed a 25% reduction if 75% or more of the parking was provided in a parking structure with two or more floors.
- Structure parking spaces can be $10,000 to $540,000 more than surface spaces.

Recommendation:

1. Not recommended to repeal the reduction at this time. (No correlation or purpose for reduction)
   a. Allowing additional density if 75% or more of parking was in a parking structure.
   b. Flexibility in dimension requirements or other standards if 75% of parking was in a parking structure.
   c. Shared parking arrangements for parking structures.

Mr. McIlrath thought there was justification for removing structured parking in the Form Based Code area because there appeared to be no evidence that supported having the reduction in the parking requirement when a structure was built. Mr. Allen stated the data suggested it could

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result in a parking shortage if someone took the City up on the incentive. Mr. McIlrath agreed and commented that type of reduction incentive for a parking structure did not seem beneficial. Councilmember Bush agreed. Mr. Allen asked if the study presumed the use of a parking structure for residential development. He believed there was better rationale for parking structure for business or commercial uses. Mr. McIlrath said the study didn't presume residential use, but probably leaned toward the presumption of it.

Councilmember Peterson moved to adjourn the work session at 7:52 p.m., seconded by Councilmember Thompson. All voting aye.

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CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 P.M. POLICY SESSION
November 8, 2022

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
EXCUSED:	Karece Thompson	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Kelly Bennett	Police Chief
	Chris Ferreira	Police Sergeant
	Heather Arnell	Police - VAWA Investigator
	Adam Favero	Public Works Director
	Eric Howes	Community Services Director
	Curtis Dickson	Community Services Deputy Dir.
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Shaundra Rushton	Communications Manager
	Nancy Dean	City Recorder
	Chersty Titensor	Deputy City Recorder

VISITORS: Kenny Conners, Brady and Emily Bouwhuis, Adam Speth (Northern Wasatch Association of Realtors), Cory Berdianer (Northern Wasatch Association of Realtors), Erich Mourey, Ally Platt

Mayor Shepherd called the meeting to order at 7:01p.m.

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

Councilmember Phipps led the opening ceremonies.

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APPROVAL OF THE MINUTES FROM THE OCTOBER 25, 2022 POLICY SESSION

Councilmember Phipps moved to approve the minutes from the October 25, 2022 policy session; as written, seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

UPDATE BY KENNETH CONNORS ON THE CURRENT UTAH HOUSING MARKET

Mr. Connors presented housing update as requested from Northern Wasatch Association of Realtors (NWAOR).

Mr. Connors also directed Council's attention to an invitation to the Veteran's Day ceremony on Friday, November 11, 2022 at the Clearfield American Legion Post #134 for all staff and residents.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE PROPOSED THIRD ADDENDUM TO THE CLEARFIELD JUNCTION DEVELOPMENT AGREEMENT LOCATED AT 69 AND 101 NORTH MAIN STREET (TIN: 12-930-0001 AND 12-930-0002).

Following a recent change in ownership of a portion of the Clearfield Junction project, the new owners recognized the need to provide clarification on some of the previously approved changes to the tenant amenities, as well as the need to provide additional parking for that area of the development. Following feedback provided in a work session held October 18, 2022, the applicant revised the addendum and landscape plan. The Planning Commission reviewed the item on October 5, 2022 and forwarded a recommendation of approval.

Brad McIlrath, Senior Planner, offered background information for the Clearfield Junction project. He explained the conditions of the third addendum as it revised some conditions of the second addendum and specifically modification to the leasing office, gym, clubhouse, pool, hot tub, courtyard behind building 1 and 2 and the barbeque/firepit area. He showed visuals with proposed changes and clarifications.

Mr. McIlrath pointed out an area for 12 parking spaces designated for commercial parking during business hours. Councilmember Peterson questioned whether the posted business parking hours would be based on the restaurant's business hours or posted as business-only; should no overnight parking be considered to prevent encroachment from the library or residential use. Mr. McIlrath explained the intention was parking spaces would be designated for commercial use during the business hours of the businesses on site.

He informed the Council that the Planning Commission reviewed the third addendum on October 5, 2022 and made recommendation for approval with one condition: the site landscaping was to be repaired and/or reinstalled in accordance with the previously approved plans for Clearfield Junction site.

Mayor Shepherd requested to meet Mr. Erich Mourey of the new ownership group for Clearfield Junction. Mr. Mourey introduced himself. Councilmember Peterson asked how the walkway between the two buildings would be lit for safety purposes. Mr. Mourey explained the intent. Councilmember Peterson said the aesthetics of the landscaping were great and encouraged something easy to manage to prevent from becoming a code enforcement problem. Mr. Mourey gave details.

Councilmember Peterson expressed appreciation for additions included in this addendum. Mayor Shepherd acknowledged activity in the first commercial space.

Councilmember Peterson asked Mr. Mourey an additional question outside of the scope of the addendum that had been received from residents regarding the last remaining exterior finishes on the balconies. Mr. Mourey informed Council that a solution for the glass panels was being worked on. He stated the glass panels were not going to hold up long term. Mr. Mourey explained in the meantime, to prevent safety issues, plywood had been installed. It was his desire to find resources to match other areas, but it was hard to find a group that was willing to complete individual panel repairs. Councilmember Peterson requested Mr. Mourey consider anything to make it not look like plywood and address the aesthetics. Mr. Mourey acknowledged the need for a better short-term solution while arriving at long-term fix.

Mayor Shepherd opened the public hearing at 7:10 p.m.

There were no open comments.

Councilmember Roper moved to close the public hearing at 7:11 p.m., seconded by Councilmember Peterson. The motion carried upon the follow vote: All voted all AYE. Councilmember Thompson was not present for the vote.

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE PROPOSED FIRST ADDENDUM TO THE DEVELOPMENT AGREEMENT WITH LOTUS ACQUISITIONS, LLC, FOR THE LOTUS ANTHEM PROJECT PHASES 2 AND 3 LOCATED AT APPROXIMATELY 245 EAST 350 SOUTH (TIN: 15-072-0001).

The development agreement for the Lotus Anthem Project was approved by Council in 2019. The Lotus Anthem development encompassed the former Clearfield Mobile Home Park. The development had been planned in three (3) phases with the first phase and street improvements already underway. The first phase included two (2) apartment buildings with a total of two hundred and ten (210) apartment units and thirty-three (33) townhomes. Phases two (2) and three (3) had been planned to include sixteen (16) townhomes and fifty-four (54) townhomes respectively. The second and third phases would include the completion of the public street improvements along Bowen Boulevard and the connection of Carter Lane to 350 South. The developers asked for an addendum to the agreement. Planning Commission reviewed the request on October 5, 2022 and recommended approval.

Mr. McIlrath offered background information for the development. Mr. McIlrath informed the Council that the developer had engaged an architect and wanted to request some additional design changes.

Mr. McIlrath explained the proposed changes with the addendum and showed proposed renderings and site plan.

- Reorder of phases 2 & 3
    - Phase 2: increase to 19 townhomes
    - Phase 3: decrease to 47 townhomes
- Townhome Unit Connection
    - Code allows a maximum of 6 continuous townhomes
    - Modification to allow 12 along each façade

Mr. McIlrath explained the concerns raised by the Planning Commission regarding the phasing of the property purchases. Planning Commission recommended language reflect that the developer would close on the purchase of the property for both Phase 2 and Phase 3 on or before January 31, 2023.

Ally Platt from Lotus Company was present to request additional modifications to the addendum not reflected in the proposed addendum:

1. Revise the front setback for the townhomes facing the park.
    a. Code required 15 feet if not facing a street.
    b. Lotus requested the setback requirement match the setbacks of the apartments on the south of the park which were at 5 feet.
2. Requested to revise the depth requirement of the unit to 30 feet wide instead of 30 feet deep due to the proposed front-load garage/front entry units.

Mayor Shepherd suggested Council table the item so it could be reviewed and discussed in a future work session.

Councilmember Peterson moved to table the public hearing until December 13, 2022 Policy Session, seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

JJ Allen, City Manager, clarified the matter would be discussed in the November 22, 2022 work session and the public hearing would be continued on December 13, 2022.

SWEARING-IN OF ADDITIONAL MEMBERS OF THE CITY'S 2022-2023 YOUTH COMMISSIONERS

Jaylee Bouwhuis, Max Brown, Anastasia Salazar and McKenna Salazar were sworn in by Mayor Shepherd.

APPROVAL OF AND CONSENT TO THE MAYOR'S PROPOSED APPOINTMENT OF THE YOUTH COMMISSION MEMBER TO THE PARKS AND RECREATION COMMISSION.

The term of the previous Youth Commission Member to the Parks and Recreation Commission had expired. Mayor Shepherd recommended the appointment of Lynette Lambert as the Youth Commission Member to the Parks and Recreation Commission.

Councilmember Roper moved to approve and consent to the appointment of Lynette Lambert as the Youth Commission member of the Parks and Recreation Commission and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

APPROVAL OF ORDINANCE 2022-32 APPROVING THE FIRST ADDENDUM TO THE DEVELOPMENT AGREEMENT WITH LOTUS ACQUISITIONS, LLC, FOR THE LOTUS ANTHEM PROJECT PHASES 2 AND 3 LOCATED AT APPROXIMATELY 245 EAST 350 SOUTH (TIN: 15-072-0001). - **TABLED**

APPROVAL OF ORDINANCE 2022-31 APPROVING THE THIRD ADDENDUM TO THE DEVELOPMENT AGREEMENT WITH THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY AND CLEARFIELD JUNCTION, LLC FOR THE CLEARFIELD JUNCTION PROJECT LOCATED AT APPROXIMATELY 69 AND 101 NORTH MAIN STREET (TIN: 12-930-0001 AND 12-930-0002).

Councilmember Peterson moved to approve Ordinance 2022-31 approving the Third Addendum to the Development Agreement with the Community Development and Renewal Agency and Clearfield Junction, LLC, for the Clearfield Junction project located at approximately 60 and 101 North Main, and authorize the Mayor's signature to any necessary documents, seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

COMMUNICATION ITEMS

Mayor Shepherd

1. Announced he would be out of town November 9 through November 13, 2022 and November 16 through November 20, 2022.
2. Announced that Davis County had not officially awarded the 3rd Quarter Sales Tax allocation to the City; but he had received confirmation that it would be coming soon.
3.

Councilmember Bush – Nothing

Councilmember Peterson - Nothing

Councilmember Roper

1. Informed the Council that Wasatch Integrated had stopped processing Municipal Solid Waste (MSW) at the landfill. It would be taking MSW through recyclables instead. The facility would start pushing more recycles its own to preserve the life of the landfill.
2. Informed the Council of the ribbon cutting ceremony for Athletic Republic on Antelope on Friday, November 18, 2022 at 4:00 p.m.

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Councilmember Phipps – Updated the Council on the Hill AFB Restoration Advisory Board. He stated it considered the methane gas issue mitigated and would occasionally test from here on out.

STAFF REPORTS

JJ Allen, City Manager

1. Expressed appreciation for the City's veterans and informed the Council that in honor of the holiday and employee veterans, Clearfield City would be closed for business.
2. Informed the Council that Utah Transit Authority (UTA) had scheduled a meeting next week for a first discussion about traffic and impacts.
3. Mr. Allen and Summer Palmer, Assistant City Manager, attended the Utah City Managers Association (UCMA) conference. Mr. Allen informed the Council Ms. Palmer was the Education Chair on the Board.
4. Mr. Allen was looking forward to attending the National League of Cities (NLC) Conference November 16 through November 20, 2022.
5. Announced asphalt had been laid on the western portion of the Clearfield Station project.

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

- No meeting on November 15, 2022, due to NLC meetings
- Work and Policy Session on November 22, 2022
- No meeting on November 29, 2022
- Work session on December 6, 2022
- Regular meeting December 13, 2022

Councilmember Peterson moved to adjourn as the City Council and reconvene as the CDRA in work session at 7:53 p.m., seconded by Councilmember Phipps. The motion carried upon the following vote: Voting AYE – Councilmembers Bush, Phipps, Peterson, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

*** The minutes for the CDRA are in a separate location ***

APPROVED AND ADOPTED
This th day of November 2022

/s/ Mark Shepherd, Mayor

ATTEST:

/s/ Nancy R. Dean, City Recorder

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, November 8, 2022.

/s/ Nancy R. Dean, City Recorder

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STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Eric Howes, Community Services Director

MEETING DATE: November 22, 2022, Policy Session

SUBJECT: 2022 Yard of the Year 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. Fritz & June Backman have been selected the first-place winner, with Tom & Judy Rickeberg and Carolyn Stoker as runners up.

HEDGEHOG ANALYSIS

N/A

CORRESPONDING POLICY PRIORITY (OR PRIORITIES)

Improving Clearfield's Image Livability and Economy

- Beautification
- Community pride, investment, and involvement

FISCAL IMPACT

ALTERNATIVES

SCHEDULE / TIME CONSTRAINTS

LIST OF ATTACHMENTS

Planning Commission
STAFF REPORT

AGENDA ITEM
#3

TO: Clearfield City Planning Commission

FROM: Tyson Stoddard, Planner I
tyson.stoddard@clearfieldcity.org
(801) 525-2718

MEETING DATE: Wednesday, November 2, 2022

SUBJECT: Discussion and Possible Action on **FSP 2022-090046**, a final subdivision plat request by Brock Johnston with Alta Homes for a 43-lot subdivision for townhomes and a commercial development at the subject location. **Location:** Approximately 980 S. University Park Blvd. (TIN: 09-302-0009). **Parcel Area:** 3.46 Acres **Zone:** R-3 (Residential) and C-2 (Commercial). **(Administrative Action).**

RECOMMENDATIONS

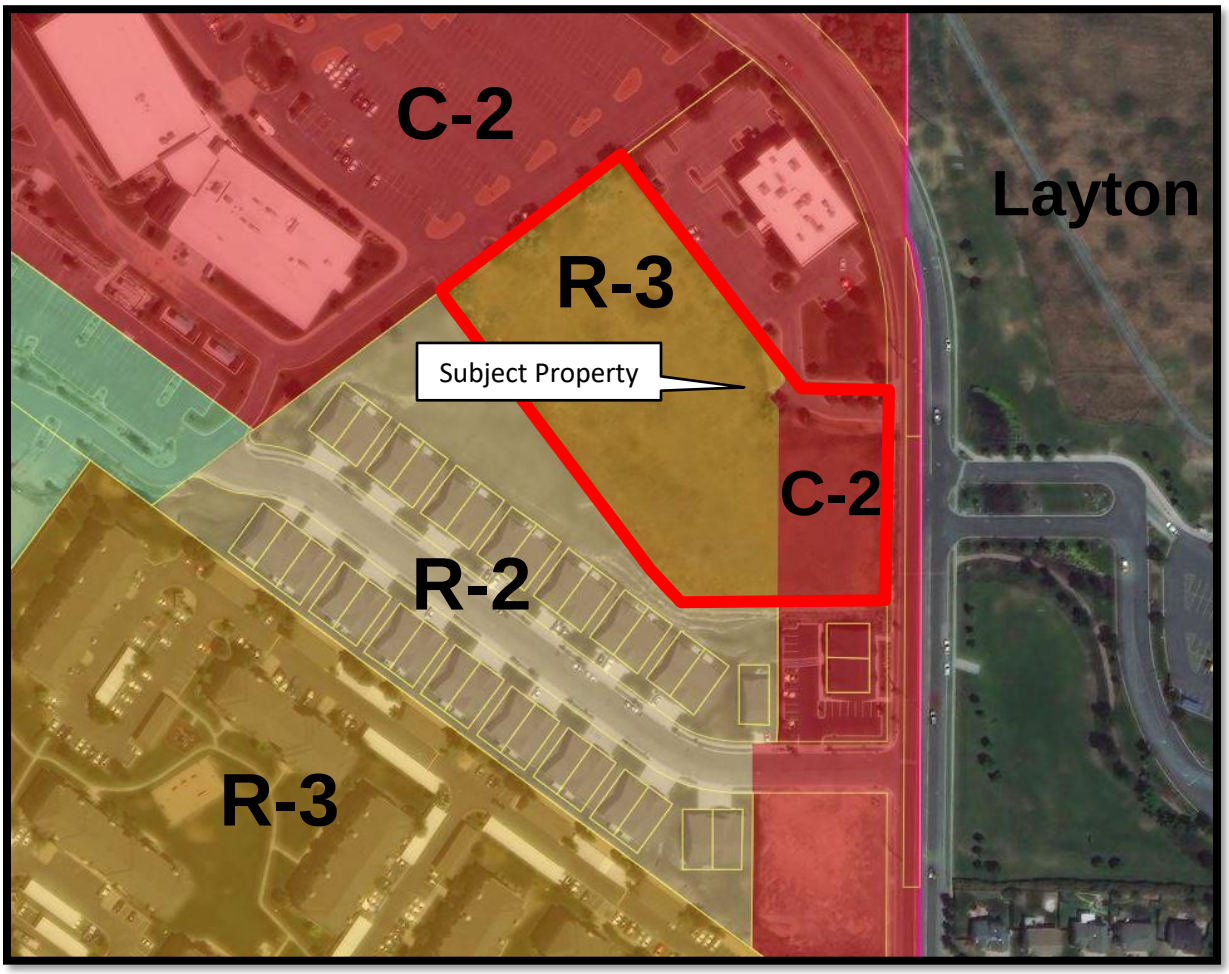
Staff recommends that the Planning Commission move to **approve as conditioned**, **FSP 2022-090046**, a final subdivision plat request by Brock Johnston with Alta Homes for a 43-lot subdivision for townhomes and a commercial development at the property located at 938 S. University Park Blvd. (TIN: 09-302-0009). This recommendation is based on the subdivision discussion and findings in the Staff Report.

PROJECT SUMMARY

Project Information	
Project Name	Towns at University Park
Site Location	Approximately 980 S. University Park Blvd.
Tax ID Number	09-302-0009
Applicant	Brock Johnston
Owners	Alta Homes, Inc
Proposed Actions	Final Subdivision Plat Approval
Current Zoning	R-3 (Residential) & C-2 (Commercial)
General Plan Land Use Classification	Mixed-Use
Gross Site	3.46 Acres

Surrounding Properties and Uses:		Current Zoning District	General Plan Land Use Classification
North	Office	C-2 (Commercial)	Commercial
East	Weber State Davis Campus	N/A (Layton)	N/A (Layton)
South	Residential & Office	R-2 (Residential) & C-2 (Commercial)	Residential & Mixed Use
West	Residential & Office	R-2 (Residential) & C-2 (Commercial)	Residential & Commercial

Aerial Image & Zoning



BACKGROUND & OVERVIEW

General Plan and Zoning

The subject property is identified in the General Plan as Mixed-Use. The applicant Brock Johnston requested to rezone the back 2.74 acres of the 3.46-acre property from C-2 (Commercial) to R-3 (Residential) in September of 2019. The rezone was approved subject to the execution of a development agreement. The 0.72 acres along the frontage of University Park Boulevard maintains the C-2 (Commercial) zoning.

Development Agreement

In January of 2021, the City Council granted approval of a development agreement with Alta Homes for townhomes and a commercial development at the subject property. The development agreement outlines limitations on the residential construction, specifying that the maximum residential density shall be sixteen (16) units to the acre as allowed by the R-3 (Residential) Zone. The type of residential construction will be limited to townhomes only and will not include any multi-family apartment buildings. The agreement further specifies that the townhomes will not exceed a height of two-stories above grade,

that each townhome building shall have a maximum connection of six (6) townhome units, and that the code standard of a thirty-foot (30') separation between multi-family buildings shall not apply.

Regarding the commercial portion of the development, the agreement requires a commercial building that is at least 8,000 square feet. The City will not be required to grant a Certificate of Occupancy for the last ten (10) residential units until vertical construction has commenced on the commercial building.

Site Overview
Having executed the development agreement and having received preliminary subdivision plat approval, the developer is now requesting final subdivision plat approval. The applicant is proposing to develop 40 townhomes and a commercial building on the subject property, which is located in between the University Ridge Twin Homes to the south and the Academy Mortgage office building to the north. The development will be provided with vehicular access by using the existing shared access to the Academy Mortgage office building. Because the townhomes and commercial buildings will be sharing an access, a shared access easement will need to be recorded on the plat. According to the proposed plat, the units themselves are designated as private and a two and a half foot (2.5') space in front of the garages is designated as limited common area. The remaining area of the development will be common area and will include the private roads and project landscaping.

FINAL SUBDIVISION PLAT REVIEW

Because the subject property is part of the existing Hillside Park Subdivision, it will require an amendment to the subdivision to accomplish the proposal. The proposed subdivision designates the private townhome lots and the delineation of limited common area and shared common area. The subdivision includes a private streets network with a right-of-way width of 27'. The submitted plans include a subdivision plat for Phase 1 and Phase 2. The plans also include a site plan, demolition plan, grading and drainage plan, sewer plan, water plan, erosion control plan, plan and street profiles, and a landscape plan.

The proposed plat has a total of 43 lots, which comprise of one (1) lot for each townhome and 3 (three) parcels for the common areas that are identified as Parcel A, Parcel B, and Parcel C. The common area for Parcel A appears to include the portion of the property that is zoned C-2 (Commercial). Staff recommends that the commercial portion of the development be separated on its own parcel or lot, and that it be shown as a private ownership area rather than common area.

PRIVATE COVENANTS AND RESTRICTIONS

Pursuant to City Code § 11-13-24, and as required to maintain the open space, all landscaping and common areas of the development and, the subdivision must include a submittal of the homeowner association covenants, conditions, and restrictions (CC&R's) for the City's review. The purpose and requirement for CC&R's is to govern the maintenance and upkeep of all the common areas of this development. The CC&R's are private contracts between the property owners' association and the individual homeowners. While the City is not a party to this document, the City reviews it in terms of compliance with State and City code requirements related to the interests of the City. The review of the proposed CC&Rs by the City Attorney, and Planning Staff, will ensure the required elements and items are included in the documents and will be recorded with the County Recorder in conjunction with the subdivision plat. These CC&Rs will run with the land and final review is subject to the City Attorney's comments prior to final plat recordation.

A summarized review of the submitted CC&R's for the project is provided below:

Specific Provision		Inclusion in CC&R's
All covenants, conditions and restrictions shall include management policies which shall set forth the quality of maintenance that will be performed and who is to be responsible for said maintenance within said townhome development. Said document shall, at a minimum, contain the following:		
1)	*The establishment of a private association or corporation responsible for all maintenance, which shall levy the cost thereof as an assessment to each unit owner within the townhome development.*	INCLUDED. Articles III "Membership and Voting Rights in the Association", V "Budget and Assessments" and VII "Maintenance" outline the association and owner responsibilities for maintenance. Article V "Budget and Assessments" establishes the procedures for collection of assessments for each townhome owner. Article VII "Maintenance" outlines the procedures for maintenance of the development, and Exhibit C defines and clarifies Association and Owner maintenance responsibilities.
2)	*The establishment of a management committee, with provisions setting forth the number of persons constituting the committee, the method of selection and the powers and duties of said committee and including the person, partnership or corporation with property management expertise and experience who shall be designated to manage the maintenance of the common areas and facilities in an efficient and quality manner.*	INCLUDED. Article IV "Board of Directors", outlines the makeup and election of the Board of Directors and their powers. Article VI "Committees", outlines the designation of committees as deemed appropriate by the Board of Directors to carry out duties and responsibilities.
3)	*The method of calling a meeting of the members of the corporation or association, with the members thereof that will constitute a quorum authorized to transact business.*	INCLUDED. The bylaws provided as Exhibit B include the method and means by which meetings are conducted for the association.
4)	*The manner of collection from unit owners for their share of common expenses and the method of assessment.*	INCLUDED. Article V "Budget and Assessments" outlines the procedure and manner for collection of assessments for the common expenses of the HOA.
5)	*Provisions as to percentage of votes by unit owners which shall be necessary to determine whether to rebuild, repair and restore or sell property in*	NOT INCLUDED. The declaration will need to be revised to include this provision in the event of damage or destruction of all or part of the project.

	the event of damage or destruction of all or part of the project.	
6)	*The method and procedure by which the declaration may be amended.*	INCLUDED. Article VIII "Amendments" provides standards for amendments to the declaration.

DEPARTMENT REVIEW & PUBLIC COMMENT

The plans were distributed for review amongst Clearfield City Planning, Engineering, and Building staff, as well as with the North Davis Fire District and the North Davis Sewer District. Clearfield City Engineering has reviewed the proposed plat and accompanying plans and provided comments in redlined plans and a review letter dated September 15th, 2022 (See attachments). Comments from Engineering will need to be addressed prior to final land use approval. The development will need to comply with all engineering and fire district requirements, and all applicable local agency development standards.

Public Comment

A public notice sign was placed on the property on October 24th, 2022. No public comment has been received to date.

FINAL SUBDIVISION PLAT - CONDITIONS OF APPROVAL

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

1) The plat shall be revised to include addresses for the townhomes.
2) The subdivision plat and improvement drawings shall be revised to address Clearfield City Planning and Engineering requirements prior to final approval.
3) The project shall include the creation of a Homeowners Association (HOA) to maintain all of the private common spaces of the project, including but not limited to: landscaping, snow removal, building maintenance, trash collection, and open space areas. The proposed CC&R's shall be revised to provide the needed information required by City Code as outlined in this report.
4) The applicant is responsible for the replacement or repair of deteriorated, damaged or missing surface improvements surrounding the perimeter of the subdivision. This includes, but is not limited to: curb and gutter, sidewalks, landscaping park strip improvements, driveways, etc.
5) A shared access easement between the subject property, the existing office building to the north, and the future commercial property will need to be recorded on the plat.
6) An escrow or cash bond agreement as required by section 12-9-2 of the Subdivision Ordinance for public improvements shall be provided and will be subject to approval by the City Engineer and City Attorney. The agreement for the public improvements shall be established prior to obtaining any permits for the properties or plat being recorded.

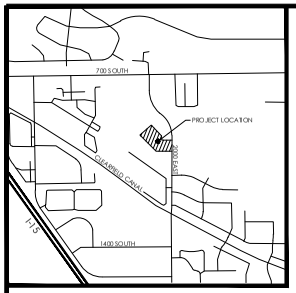
ATTACHMENTS

1. Cover Sheet & Notes
2. Subdivision Plat Phase 1 & 2
3. Site Plan

4. Demolition Plan
5. Grading Plan
6. Drainage Plan
7. Sewer Plan
8. Water Plan
9. Erosion Control Plan
10. Plan & Street Profiles
11. Landscape Plan
12. Engineering Plan Review Letter dated September 15th, 2022.

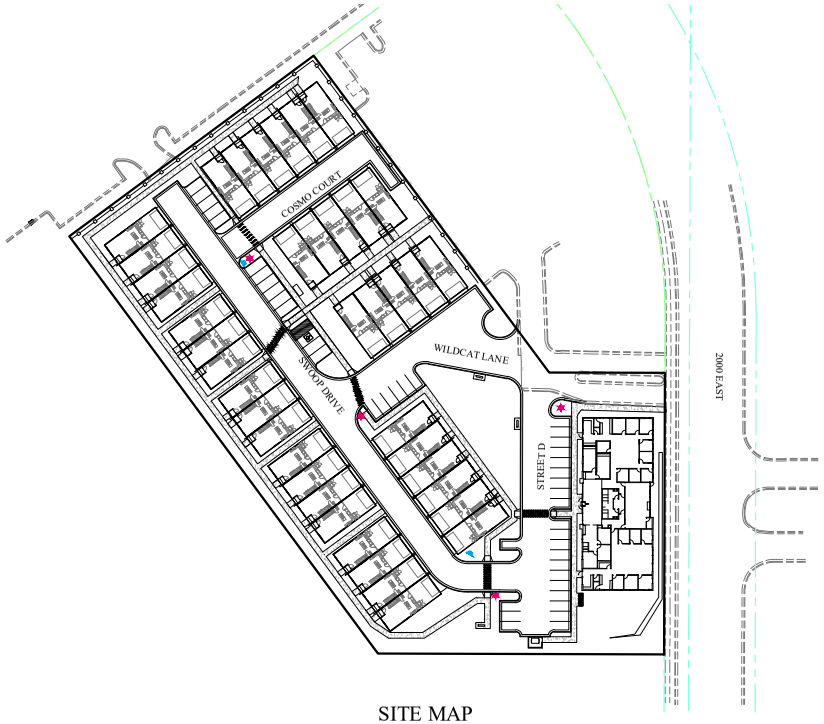
TOWNS AT UNIVERSITY PARK

PREPARED FOR:
ALTA HOMES, INC
LOCATED IN:
CLEARFIELD, UTAH



VICINITY MAP
NTS

Sheet List Table	
Sheet Number	Sheet Title
C1	COVER SHEET
C2.0	PH 1 FINAL PLAT
C2.1	PH 2 FINAL PLAT
C3.0	SITE PLAN
C3.1	DEMOLITION PLAN
C4.0	GRADING PLAN
C4.1	GRADING PLAN
C5.0	DRAINAGE PLAN
C5.1	DRAINAGE PLAN
C6.0	SEWER PLAN
C7.0	WATER PLAN
C8.0	EROSION CONTROLPLAN
PP1.0	PLAN AND PROFILE STREET A
PP2.0	PLAN AND PROFILE STREET B
PP3.0	PLAN AND PROFILE STREET C
L1	LANDSCAPE PLAN
D1	DETAILS
D2	DETAILS



SITE MAP

GENERAL NOTES

1. CONTRACTOR TO FIELD VERIFY HORIZONTAL AND VERTICAL LOCATIONS OF ALL EXISTING UTILITIES PRIOR TO COMMENCEMENT OF CONSTRUCTION, AND REPORT ANY DISCREPANCIES TO THE ENGINEER.

2. ANY AND ALL DISCREPANCIES IN THESE PLANS ARE TO BE BROUGHT TO THE ENGINEERS ATTENTION PRIOR TO COMMENCEMENT OF CONSTRUCTION.

3. ALL CONSTRUCTION SHALL ADHERE TO CLEARFIELD CITY STANDARD PLANS AND SPECIFICATIONS.

4. ALL UTILITIES AND ROAD IMPROVEMENTS SHOWN ON THE PLANS HEREIN SHALL BE CONSTRUCTED USING REFERENCE TO SURVEY CONSTRUCTION STAKES PLACED UNDER THE SUPERVISION OF A PROFESSIONAL LICENSED SURVEYOR WITH A CURRENT LICENSE ISSUED BY THE STATE OF UTAH. ANY IMPROVEMENTS INSTALLED BY ANY OTHER VERTICAL OR HORIZONTAL REFERENCE WILL NOT BE ACCEPTED OR CERTIFIED BY THE ENGINEER OF RECORD.

5. THIS DRAWING SET IS SCALED TO BE PRINTED ON A 24" X 36" SIZE OF PAPER (ARCH. D). IF PRINTED ON A SMALLER PAPER SIZE, THE DRAWING WILL NOT BE TO SCALE AND SHOULD NOT BE USED TO SCALE MEASUREMENTS FROM THE PAPER DRAWING. ALSO USE CAUTION, AS THERE MAY BE TEXT OR DETAIL THAT MAY BE OVERLOOKED DUE TO THE SMALL SIZE OF THE DRAWING.

NOTICE

BEFORE PROCEEDING WITH THIS WORK, THE CONTRACTOR SHALL CAREFULLY CHECK AND VERIFY ALL CONDITIONS, QUANTITIES, DIMENSIONS, AND GRADE ELEVATIONS, AND SHALL REPORT ALL DISCREPANCIES TO THE ENGINEER.

ENGINEER'S NOTES TO CONTRACTOR

1. THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITY PIPES, CONDUITS OR STRUCTURES SHOWN ON THESE PLANS WERE OBTAINED BY A SEARCH OF THE AVAILABLE RECORDS, TO THE BEST OF OUR KNOWLEDGE, THERE ARE NO EXISTING UTILITIES EXCEPT AS SHOWN ON THESE PLANS. THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT THE UTILITY LINES SHOWN ON THESE DRAWINGS. THE CONTRACTOR FURTHER ASSUMES ALL LIABILITY AND RESPONSIBILITY FOR THE UTILITY PIPES, CONDUITS OR STRUCTURES SHOWN OR NOT SHOWN ON THESE DRAWINGS. IF UTILITY LINES ARE ENCOUNTERED DURING CONSTRUCTION THAT ARE NOT IDENTIFIED BY THESE PLANS, CONTRACTOR SHALL NOTIFY ENGINEER IMMEDIATELY.

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

3. UNAUTHORIZED CHANGES & USES: THE ENGINEER PREPARING THESE PLANS WILL NOT BE RESPONSIBLE FOR, OR LIABLE FOR, UNAUTHORIZED CHANGES TO OR USES OF THESE PLANS. ALL CHANGES TO THE PLANS MUST BE IN WRITING AND MUST BE APPROVED BY THE PREPARER OF THESE PLANS.

4. ALL CONTOUR LINES SHOWN ON THE PLANS ARE AN INTERPRETATION BY CAD SOFTWARE OF FIELD SURVEY WORK PERFORMED BY A LICENSED SURVEYOR. DUE TO THE POTENTIAL DIFFERENCES IN INTERPRETATION OF CONTOURS BY VARIOUS TYPES OF GRADING SOFTWARE BY OTHER ENGINEERS OR CONTRACTORS, FOCUS DOES NOT GUARANTEE OR WARRANTY THE ACCURACY OF SUCH LINEWORK. FOR THIS REASON, FOCUS WILL NOT PROVIDE ANY GRADING CONTOURS IN CAD FOR ANY TYPE OF USE BY THE CONTRACTOR. SPOT ELEVATIONS AND PROFILE ELEVATIONS SHOWN IN THE DESIGN DRAWINGS GOVERN ALL DESIGN INFORMATION ILLUSTRATED ON THE APPROVED CONSTRUCTION SET. CONSTRUCTION EXPERTISE AND JUDGMENT BY THE CONTRACTOR IS ANTICIPATED BY THE ENGINEER TO COMPLETE BUILD-OUT OF THE INTENDED IMPROVEMENTS.

CONTACTS

ENGINEER & SURVEYOR
FOCUS ENGINEERING & SURVEYING, LLC
6949 S. HIGH TECH DRIVE SUITE 200
MIDVALE, UTAH 84047
(801) 352-0075
PROJECT MANAGER: ERIC WINTERS
SURVEY MANAGER: SPENCER LLEWLYN

OWNER/DEVELOPER
ALTA HOMES, INC
1157 GULL LANE CIRCLE
SYRACUSE, UTAH 84047
CONTACT: BROCK JOHNSTON

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

GRAPHIC SCALE
(IN FEET)
1 inch = 50 ft.

FOCUS®
ENGINEERING AND SURVEYING, LLC
6949 S. HIGH TECH DRIVE, SUITE 200
MIDVALE, UTAH 84047 PH: (801) 352-0075
www.focusutah.com

LICENSED PROFESSIONAL ENGINEER
No. 8029602-2202
THOMAS M. ROONEY
09/06/22
STATE OF UTAH

TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
COVER SHEET

REVISION BLOCK		
#	DATE	DESCRIPTION
0	----	----
1	----	----
2	----	----
3	----	----
4	----	----
5	----	----
6	----	----

COVER SHEET

Scale:	1"=50'	Drawn:	SGA
Date:	09/06/22	Job #:	19-0152
Sheet:	C1		

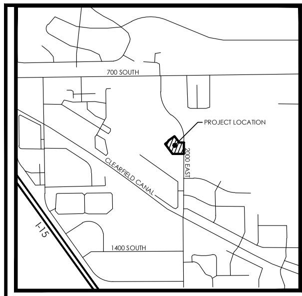
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TOWNS AT UNIVERSITY PARK

PHASE 1

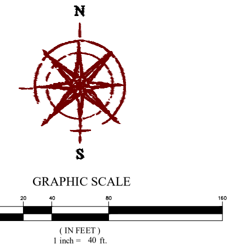
LOCATED IN THE NE 1/4 OF SECTION 7, T4N, R1W,
SALT LAKE BASE & MERIDIAN
CLEARFIELD, DAVIS COUNTY, UTAH
06/21/2022

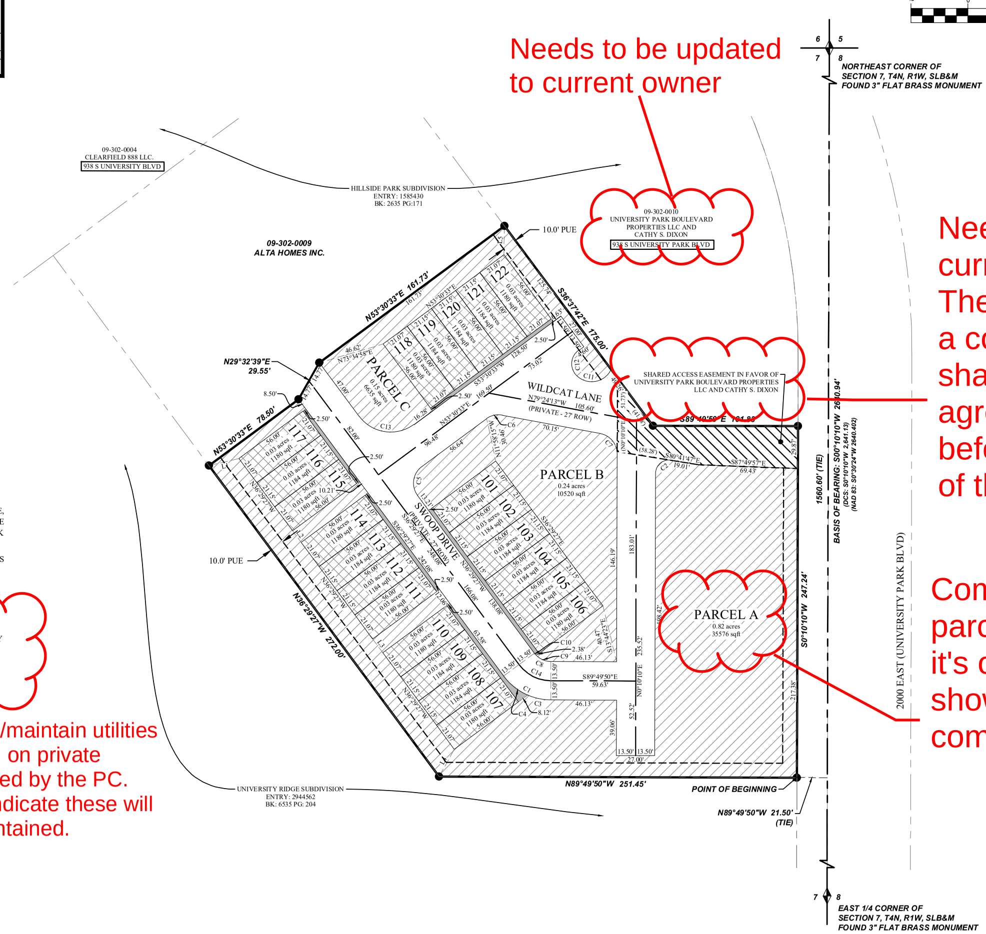


VICINITY MAP
N.T.S

LEGEND

- BOUNDARY
- SECTION LINE
- EASEMENT
- CENTERLINE
- RIGHT-OF-WAY LINE
- BUILDING SETBACK
- EXISTING PROPERTY LINE
- SECTION MONUMENT (FOUND)
- STREET MONUMENT (TO BE SET)
- BOUNDARY MARKERS
- COMMON AREA
- PRIVATE OWNERSHIP
- LIMITED COMMON
- SHARED ACCESS EASEMENT
- STORM DRAIN DETENTION AREA





NOTES

1. #5 X 24" REBAR & CAP (FOCUS ENG) TO BE SET AT ALL REAR LOT CORNERS. NAILS OR PLUGS TO BE SET IN TOP BACK OF CURB AT EXTENSION OF SIDE LOT LINES, IN LIEU OF REBAR AND CAPS AT FRONT LOT CORNERS.

3. PRIVATE STREETS ARE DESIGNATED AS UTILITY, DRAINAGE, INGRESS/EGRESS, AND PUBLIC FIRE ACCESS EASEMENT. THESE PRIVATE STREETS ARE TO BE MAINTAINED BY THE UNIVERSITY PARK HOA.

4. ALL AREAS ARE COMMON AREAS AND FACILITIES EXCEPT AS OTHERWISE SPECIFICALLY DESIGNATED.

5. ALL BUILDING WALLS ARE PARALLEL WITH, PERPENDICULAR TO, OR AT 45° ANGLE TO REFERENCE BEARING SHOWN ON BUILDING.

6. STORM DRAIN AND DETENTION AREAS TO BE MAINTAINED UP TO THE OUTFALL STRUCTURE BY UNIVERSITY PARK HOA

7. SEWER AND WATER MAINS ARE TO BE OWNED AND MAINTAINED BY CLEARFIELD CITY

Clearfield City does not own/maintain utilities in private developments and on private streets unless otherwise noted by the PC. Please revise language to indicate these will be privately owned and maintained.

SURVEYOR'S CERTIFICATE

I, Evan J. Wood, do hereby certify that I am a Professional Land Surveyor, and that I hold License No. 183395 in accordance with Title 58, Chapter 22 of the Professional Engineers and Land Surveyors Act; I further certify that by authority of the owners I have completed a survey of the property described on this subdivision plat in accordance with Section 17-23-17, have verified all measurements, and have subdivided said tract of land into lots, parcels, and streets, together with easements, to be hereafter known as CLEARFIELD TOWNS PHASE 1, and the same has, or will be correctly surveyed and monumented on the ground as shown on this Plat.

EVAN J. WOOD
PROFESSIONAL LAND SURVEYOR
LICENSE NO. 183395 DATE

BOUNDARY DESCRIPTION

A portion of Lot 3, HILLSIDE PARK SUBDIVISION, according to the Official Plat thereof recorded April 7, 2000 as Entry No. 1585430 in the Office of the Davis County Recorder, more particularly described as follows:

Beginning at a point on the Northerly line of UNIVERSITY RIDGE SUBDIVISION, according to the Official Plat thereof recorded June 10, 2016 as Entry No. 2944562 in the Office of the Davis County Recorder, located along the Section line S00°10'10"W 1,516.60 feet and N89°49'50"W 21.50 feet from the Northeast Corner of Section 7, Township 4 North, Range 1 West, Salt Lake Base and Meridian; thence along said plat the following two (2) courses: (1) N89°49'50"W 251.45 feet; thence (2) N36°29'27"W 272.00 feet; thence N53°30'33"E 78.50; thence N29°32'39"E 29.55 feet; thence N53°30'33"E 161.73 feet to the Westerly line of that Real Property described in Deed Entry No. 2400161 of the Official Records of Davis County; thence along said deed S36°37'42"E 175.00 feet; thence S89°49'50"E 101.83 feet to the westerly right of way line of 2000 east (UNIVERSITY PARK BLVD); thence along said right of way S0°10'10"W 247.24 feet to the point of beginning.

Contains: 2.39 acres+/-

NOTE: Bearings in the Boundary Description are based on the Davis County Coordinate System. Rotate bearings clockwise 0°20'14" for the NAD83 equivalent bearing.

OWNER'S DEDICATION

WE, THE UNDERSIGNED OWNERS OF THE HEREON DESCRIBED TRACT OF LAND, HEREBY SET APART AND SUBDIVIDE THE SAME INTO LOTS AND STREETS AS SHOWN ON THIS PLAT, AND NAME SAID TRACT

TOWNS AT UNIVERSITY PARK
PHASE 1

AND DO HEREBY DEDICATE, GRANT AND CONVEY TO CLEARFIELD CITY, DAVIS COUNTY, UTAH, ALL EASEMENTS AS SHOWN ON THIS PLAT AS PUBLIC UTILITY EASEMENTS, THE SAME TO BE USED FOR THE INSTALLATION, MAINTENANCE AND OPERATION OF PUBLIC UTILITY SERVICE LINES AND DRAINAGE AS MAY BE AUTHORIZED BY CLEARFIELD CITY. PURSUANT TO UTAH CODE 10-9A-604(1)(D) THE OWNER HEREBY CONVEYS THE COMMON AREA/PRIVATE OPEN SPACE, PRIVATE DRIVEWAYS AND ROADS AS INDICATED HEREON, TO THE UNIVERSITY PARK HOMEOWNERS ASSOCIATION, A UTAH NONPROFIT CORPORATION, WITH A REGISTERED ADDRESS OF ____________________.

SIGNED THIS ______ DAY OF ____________________, 20____

CORPORATE ACKNOWLEDGMENT

STATE OF UTAH
S.S.
COUNTY OF __________

ON THE ____ DAY OF ____________________ A.D. 20____ PERSONALLY APPEARED BEFORE ME , THE UNDERSIGNED NOTARY PUBLIC, IN AND FOR THE COUNTY OF ____________________, IN SAID STATE OF UTAH, ____________________, WHO AFTER BEING DULY SWORN, ACKNOWLEDGED TO ME THAT HE IS THE____________________OF ____________________ A UTAH INC. AND THAT HE SIGNED THE OWNERS DEDICATION FREELY AND VOLUNTARILY FOR AND IN BEHALF OF SAID COMPANY FOR THE PURPOSES THEREIN MENTIONED.

MY COMMISSION EXPIRES:________________ A NOTARY PUBLIC COMMISSIONED IN UTAH RESIDING IN ___________ COUNTY

MY COMMISSION No.____________________ PRINTED FULL NAME OF NOTARY

TOWNS AT UNIVERSITY PARK

PHASE 1

LOCATED IN THE NE 1/4 OF SECTION 7, T4N, R1W,
SALT LAKE BASE & MERIDIAN
CLEARFIELD, DAVIS COUNTY, UTAH

PREPARED FOR
ALTA HOMES, INC
1157 GULLANE CIRCLE
SYRACUSE, UTAH 84047
CONTACT: BROCK JOHNSTON

FOCUS©
ENGINEERING AND SURVEYING, LLC
6949 S. HIGH TECH DRIVE SUITE 200
MIDVALE, UTAH 84047 PH: (801) 352-0075
www.focusutah.com

CLEARFIELD CITY PLANNING COMMISSION

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

CHAIR.

CITY ENGINEER

I HEREBY CERTIFY THAT THIS OFFICE HAS EXAMIND THIS PLAT AND IT IS CORRECT IN ACCORDANCE WITH THE INFORMATION ON FILE IN THIS OFFICE THIS ____ DAY OF ________________ A.D., 20____.

CLEARFIELD CITY ENGINEER

CLEARFIELD CITY ATTORNEY

APPROVED AS TO FORM SIGNED THIS ____ DAY OF ________________ A.D., 20____.

CLEARFIELD CITY ATTORNEY

CITY COUNCIL

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

MAYOR

ATTEST: CITY RECORDER

DAVIS COUNTY RECORDER

RECORDED # ____________________

STATE OF UTAH, COUNTY OF DAVIS RECORDED AND FILED AT THE REQUEST OF ____________________

DATE__________ TIME __________ BOOK __________ PAGE __________

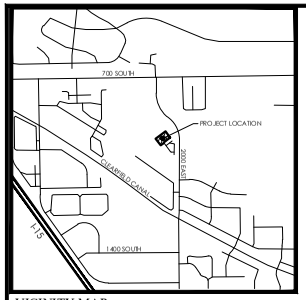
$__________ FEE DAVIS COUNTY RECORDER

Z:_2019\19-0152 Clearfield Townhomes\design 19-0152\dwg\sheets\C2.0 - ph1 final plat.dwg

TOWNS AT UNIVERSITY PARK

PHASE 2

LOCATED IN THE NE 1/4 OF SECTION 7, T4N, R1W,
SALT LAKE BASE & MERIDIAN
CLEARFIELD, DAVIS COUNTY, UTAH
06/21/2022



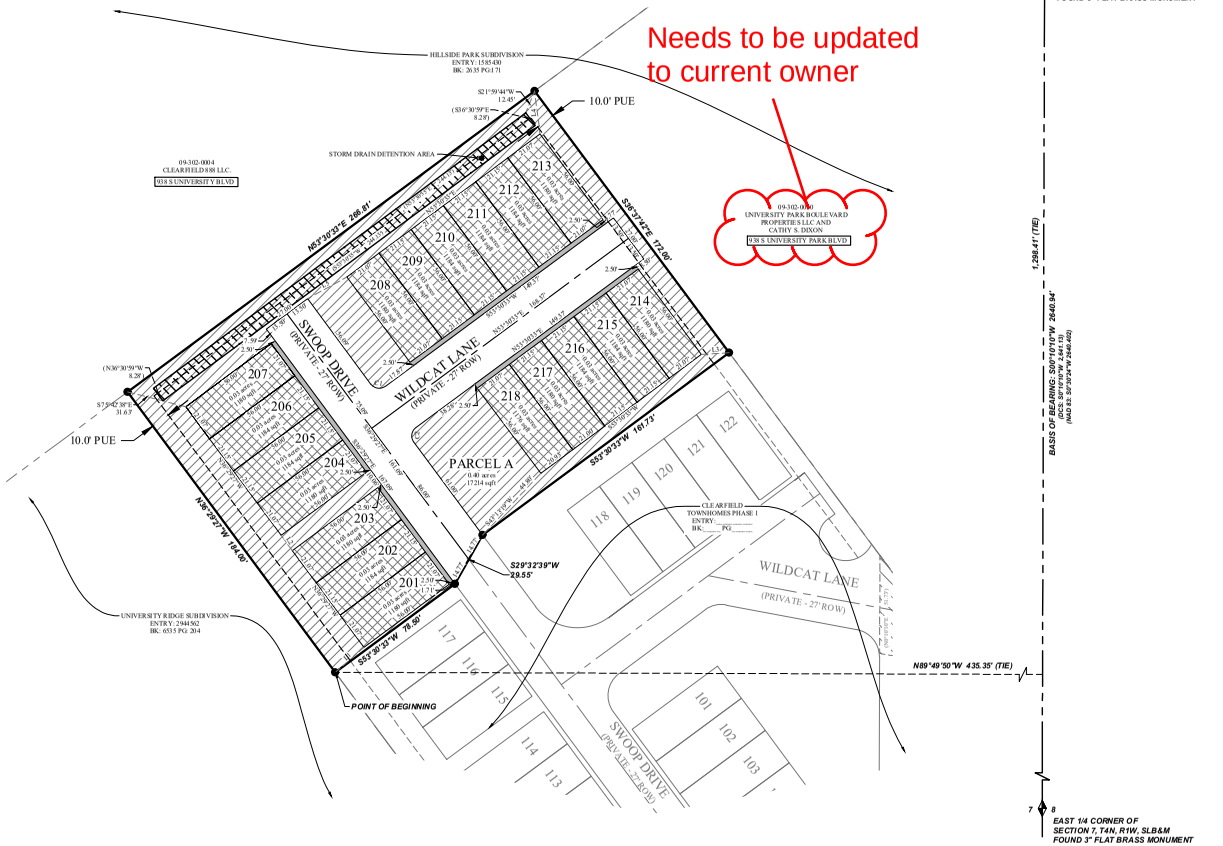
VICINITY MAP
N.T.S

LEGEND

- BOUNDARY
- SECTION LINE
- EASEMENT
- CENTERLINE
- RIGHT-OF-WAY LINE
- BUILDING SETBACK
- EXISTING PROPERTY LINE
- SECTION MONUMENT (FOUND)
- STREET MONUMENT (TO BE SET)
- BOUNDARY MARKERS
- COMMON AREA
- PRIVATE OWNERSHIP
- LIMITED COMMON
- SHARED ACCESS EASEMENT
- STORM DRAIN DETENTION AREA

NOTES

1. #5 X 24" REBAR & CAP (FOCUS ENG) TO BE SET AT ALL REAR LOT CORNERS. NAILS OR PLUGS TO BE SET IN TOP BACK OF CURB AT EXTENSION OF SIDE LOT LINES, IN LIEU OF REBAR AND CAPS AT FRONT LOT CORNERS.
3. PRIVATE STREETS ARE DESIGNATED AS UTILITY, DRAINAGE, INGRESS/EGRESS, AND PUBLIC FIRE ACCESS EASEMENT. THESE PRIVATE STREETS ARE TO BE MAINTAINED BY THE UNIVERSITY PARK HOA.
4. ALL AREAS ARE COMMON AREAS AND FACILITIES EXCEPT AS OTHERWISE SPECIFICALLY DESIGNATED.
5. ALL BUILDING WALLS ARE PARALLEL WITH, PERPENDICULAR TO, OR AT 45° ANGLE TO REFERENCE BEARING SHOWN ON BUILDING.
6. STORM DRAIN AND DETENTION AREAS TO BE MAINTAINED UP TO THE OUTFALL STRUCTURE BY UNIVERSITY PARK HOA
7. SEWER AND WATER MAINS ARE TO BE OWNED AND MAINTAINED BY CLEARFIELD CITY



GRAPHIC SCALE

(IN FEET)
1 inch = 40 ft.

SURVEYOR'S CERTIFICATE

I, Evan J. Wood, do hereby certify that I am a Professional Land Surveyor, and that I hold License No. 183395 in accordance with Title 58, Chapter 22 of the Professional Engineers and Land Surveyors Act; I further certify that by authority of the owners I have completed a survey of the property described on this subdivision plat in accordance with Section 17-23-17, have verified all measurements, and have subdivided said tract of land into lots, parcels, and streets, together with easements, to be hereafter known as CLEARFIELD TOWNS PHASE 2, and the same has, or will be correctly surveyed and monumented on the ground as shown on this Plat.

EVAN J. WOOD
PROFESSIONAL LAND SURVEYOR
LICENSE NO. 183395

DATE

BOUNDARY DESCRIPTION

A portion of Lot 3, HILLSIDE PARK SUBDIVISION, according to the Official Plat thereof recorded April 7, 2000 as Entry No. 1585430 in the Office of the Davis County Recorder, more particularly described as follows:

Beginning at a point on the Northerly line of UNIVERSITY RIDGE SUBDIVISION, according to the Official Plat thereof recorded June 10, 2016 as Entry No. 2944562 in the Office of the Davis County Recorder, located along the Section line S00°10'10"W 1,298.41 feet and N89°49'50"W 435.35 feet from the Northeast Corner of Section 7, Township 4 North, Range 1 West, Salt Lake Base and Meridian; thence along said plat N36°29'27"W 184.00 feet to the Easterly line of Lot 3, HILLSIDE PARK SUBDIVISION, according to the Official Plat thereof recorded April 7, 2000 as Entry No. 1585430 in the Office of the Davis County Recorder; thence along said Lot line N53°30'33"E 266.81 feet to Northwesterly corner of that Real Property described in Deed Entry No. 2400161 of the Official Records of Davis County; thence along said deed S36°37'42"E 172.00 feet; thence S53°30'33"W 161.73 feet; thence S29°32'39"W 29.55 feet; thence S53°30'33"W 78.50 feet to the point of beginning

Contains: 1.08 acres+/-

NOTE: Bearings in the Boundary Description are based on the Davis County Coordinate System. Rotate bearings clockwise 0°20'14" for the NAD83 equivalent bearing.

OWNER'S DEDICATION

WE, THE UNDERSIGNED OWNERS OF THE HEREON DESCRIBED TRACT OF LAND, HEREBY SET APART AND SUBDIVIDE THE SAME INTO LOTS AND STREETS AS SHOWN ON THIS PLAT, AND NAME SAID TRACT

TOWNS AT UNIVERSITY PARK
PHASE 2

AND DO HEREBY DEDICATE, GRANT AND CONVEY TO CLEARFIELD CITY, DAVIS COUNTY, UTAH, ALL EASEMENTS AS SHOWN ON THIS PLAT AS PUBLIC UTILITY EASEMENTS, THE SAME TO BE USED FOR THE INSTALLATION, MAINTENANCE AND OPERATION OF PUBLIC UTILITY SERVICE LINES AND DRAINAGE AS MAY BE AUTHORIZED BY CLEARFIELD CITY. PURSUANT TO UTAH CODE 10-9A-604(1)(D) THE OWNER HEREBY CONVEYS THE COMMON AREA/PRIVATE OPEN SPACE, PRIVATE DRIVEWAYS AND ROADS AS INDICATED HEREON, TO THE UNIVERSITY PARK HOMEOWNERS ASSOCIATION, A UTAH NONPROFIT CORPORATION, WITH A REGISTERED ADDRESS OF _____.

SIGNED THIS _____ DAY OF _____, 20____

CORPORATE ACKNOWLEDGMENT

STATE OF UTAH
S.S.
COUNTY OF _____

ON THE ____ DAY OF _____ A.D. 20____ PERSONALLY APPEARED BEFORE ME , THE UNDERSIGNED NOTARY PUBLIC, IN AND FOR THE COUNTY OF _____, IN SAID STATE OF UTAH, _____ WHO AFTER BEING DULY SWORN, ACKNOWLEDGED TO ME THAT HE IS THE _____ OF _____ A UTAH INC. AND THAT HE SIGNED THE OWNERS DEDICATION FREELY AND VOLUNTARILY FOR AND IN BEHALF OF SAID COMPANY FOR THE PURPOSES THEREIN MENTIONED.

MY COMMISSION EXPIRES: _____

A NOTARY PUBLIC COMMISSIONED IN UTAH RESIDING IN _____ COUNTY

MY COMMISSION No. _____

PRINTED FULL NAME OF NOTARY

TOWNS AT UNIVERSITY PARK

PHASE 2

LOCATED IN THE NE 1/4 OF SECTION 7, T4N, R1W,
SALT LAKE BASE & MERIDIAN
CLEARFIELD, DAVIS COUNTY, UTAH

PREPARED FOR
ALTA HOMES, INC
1157 GULLANE CIRCLE
SYRACUSE, UTAH 84047
CONTACT: BROCK JOHNSTON

FOCUS ENGINEERING AND SURVEYING, LLC
6949 S. HIGH TECH DRIVE SUITE 200
MIDVALE, UTAH 84047 PH: (801) 352-0075
www.focusutah.com

CLEARFIELD CITY PLANNING COMMISSION

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

CHAIR,

CITY ENGINEER

I HEREBY CERTIFY THAT THIS OFFICE HAS EXAMIND THIS PLAT AND IT IS CORRECT IN ACCORDANCE WITH THE INFORMATION ON FILE IN THIS OFFICE
THIS ____ DAY OF _____ A.D., 20____.

CLEARFIELD CITY ENGINEER

CLEARFIELD CITY ATTORNEY

APPROVED AS TO FORM SIGNED THIS ____ DAY OF _____ A.D., 20____.

CLEARFIELD CITY ATTORNEY

CITY COUNCIL

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

MAYOR

ATTEST: _____
CITY RECORDER

DAVIS COUNTY RECORDER

RECORDED # _____

STATE OF UTAH, COUNTY OF DAVIS RECORDED AND FILED AT THE REQUEST OF

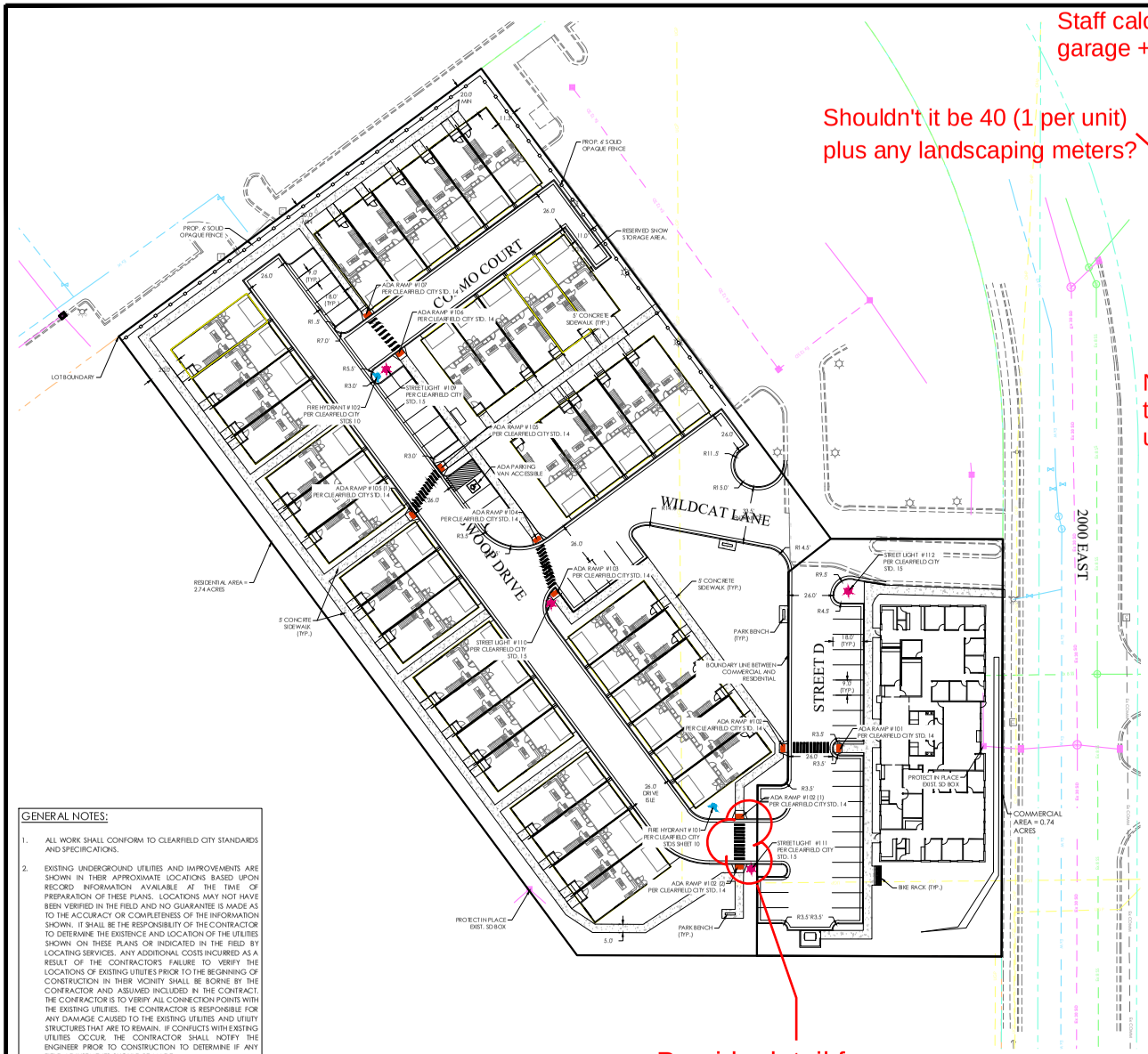
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DATE_____ TIME _____ BOOK _____ PAGE _____

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_____
DAVIS COUNTY RECORDER

Z:_2019\19-0152 Clearfield Townhomes\Design 19-0152\dwg\sheets\C2.0 - ph2 final plat.dwg



Staff calculates 100 stalls (2 stalls per garage + 20 visitor stalls)

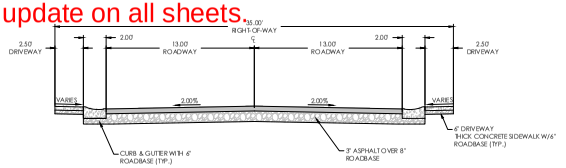
Shouldn't it be 40 (1 per unit) plus any landscaping meters?

SITE TABULATIONS	
PARKING TOTAL =	42 STALLS (1 ADA)
BUILDING AREA =	56,766.22 SQ. FT.
ASPHALT AREA =	40,295.2 SQ. FT.
8" WATER LINE =	35,318.51 FT.
6" WATER LINE =	343.63 FT.
# OF WATER METERS =	37
# OF 90'S =	1
# OF 45'S =	3
# OF 11.25'S =	2
# OF TEE'S =	3
8" SEWER LINE =	946.3 FT.
4" SEWER LINE =	625.5 FT.
# OF 4" SSMH =	4
# OF 5' SSMH =	4
# SEWER LATERALS =	41
12" SD LINE =	963.23 FT.
15" SD LINE =	439.47 FT.
# OF SDMH =	4
# OF TBC INLETS =	11
# OF BUBBLE UP BOXES =	2
# OF YARD BOXES =	10

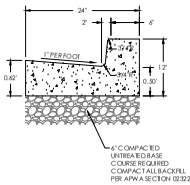
LEGEND

BOUNDARY
ROW
CENTERLINE
LOT LINE
EASEMENT
15" STORM DRAIN
8" SANITARY SEWER
8" CULINARY WATER
8" SECONDARY WATER
CONTOUR MAJOR
CONTOUR MINOR
EXIST. STORM DRAIN
EXIST. SANITARY SEWER
EXIST. CULINARY WATER
EXIST. FENCE
EXIST. CONTOUR MAJOR
EXIST. CONTOUR MINOR
SIGN
STREET LIGHT
SD MH, INLET, AND COMBO
SEWER MANHOLE
CULINARY VALVE, TEE & BEND
SECONDARY VALVE, TEE & BEND
WATER BLOW-OFF
FIRE HYDRANT
STREET MONUMENT (TO BE SET)
EXIST. STREET MONUMENT
EXIST. SD INLET & MH
EXIST. SEWER MH
EXIST. VALVE, TEE, & BEND
EXIST. FIRE HYDRANT
SPOT ELEVATION

Note: Check site tabulation table for accuracy and update on all sheets.



35' RESIDENTIAL ROAD
N.T.S.



24" CURB AND GUTTER
N.T.S.

GENERAL NOTES:

1. ALL WORK SHALL CONFORM TO CLEARFIELD CITY STANDARDS AND SPECIFICATIONS.

2. 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.

BENCHMARK

EAST CORNER OF SECTION 7 T4N, R1W SLB&M
ELEV: 4858.85
DATUM:NAD83

Provide detail for walkway crossings.

GRAPHIC SCALE

10 0 5 10 20 30

(IN FEET)
1 inch = 30 ft.

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MIDVALE, UTAH 84047 PH: (801) 352-0075
www.focusutah.com

LICENSED PROFESSIONAL ENGINEER
No. 8029850-2202
THOMAS M. ROMNEY
09/06/22
STATE OF UTAH

TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
SITE PLAN

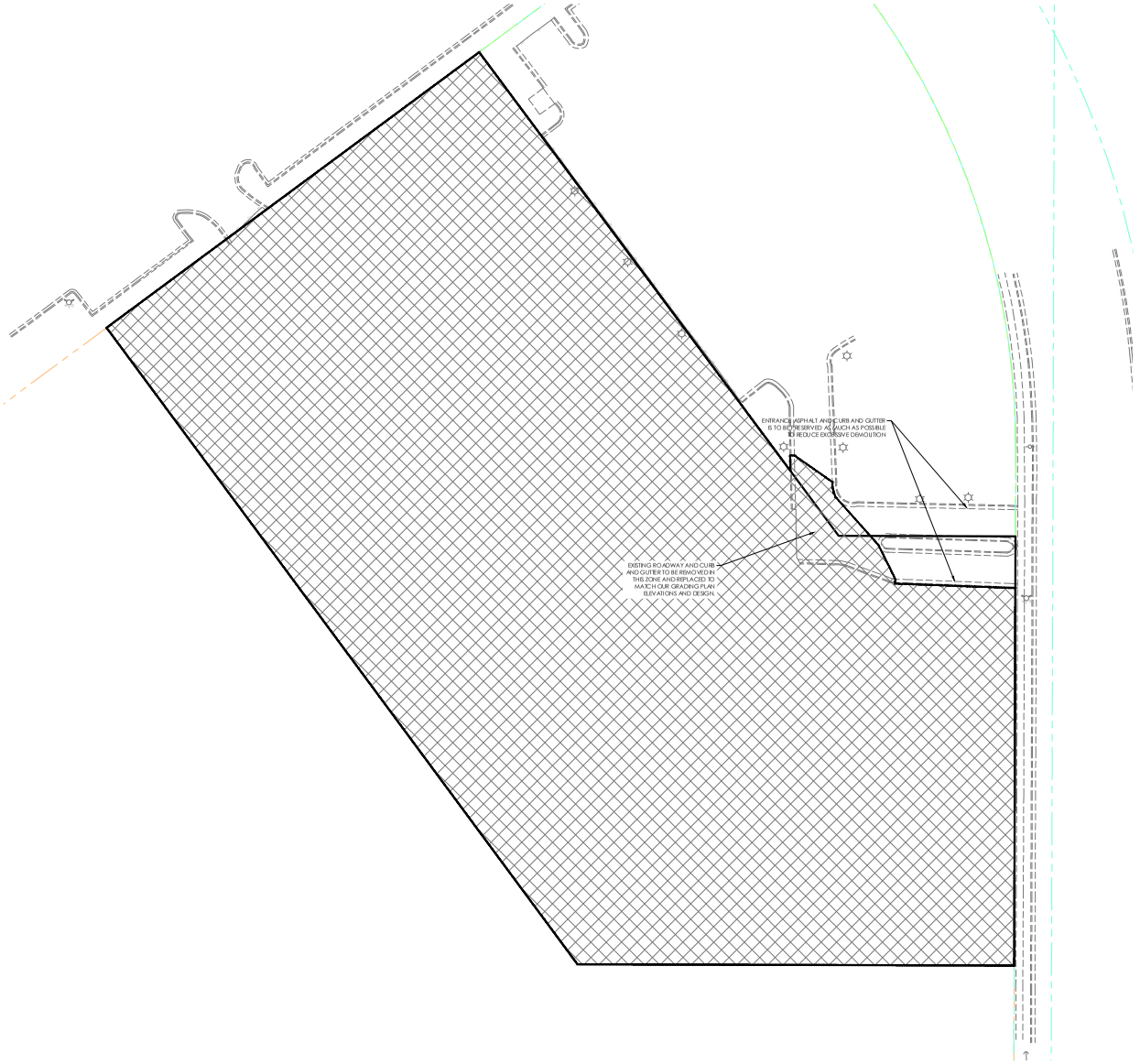
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SITE PLAN

Scale:	1"=30'	Drawn:	SGA
Date:	09/06/22	Job #:	19-0152
Sheet:	C3.0		

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LEGEND

- BOUNDARY
- ROW
- CENTERLINE
- LOT LINE
- EASEMENT
- 15" STORM DRAIN
- 8" SANITARY SEWER
- 8" CULINARY WATER
- 8" SECONDARY WATER
- CONTOUR MAJOR
- CONTOUR MINOR
- EXIST. STORM DRAIN
- EXIST. SANITARY SEWER
- EXIST. CULINARY WATER
- EXIST. FENCE
- EXIST. CONTOUR MAJOR
- EXIST. CONTOUR MINOR
- SIGN
- STREET LIGHT
- SD MH, INLET, AND COMBO
- SEWER MANHOLE
- CULINARY VALVE, TEE & BEND
- SECONDARY VALVE, TEE & BEND
- WATER BLOW-OFF
- FIRE HYDRANT
- STREET MONUMENT (TO BE SET)
- EXIST. STREET MONUMENT
- EXIST. SD INLET & MH
- EXIST. SEWER MH
- EXIST. VALVE, TEE, & BEND
- EXIST. FIRE HYDRANT
- SPOT ELEVATION

ALL OR MOST OF THE EXISTING PAVEMENT, CONCRETE CURB, GUTTER, SIDEWALK & INFRASTRUCTURE WITHIN THE LIMITS OF THIS AREA IS SUBJECT TO DEMOLITION, REMOVAL AND/OR REPLACEMENT WITH THE PROPOSED INFRASTRUCTURE, PAVING AND NEW BUILDING EXCAVATION - UNLESS OTHERWISE SPECIFIED.

GENERAL NOTES:

1. CONTRACTOR SHALL USE PRECAUTIONS AND SAFEGUARDS TO ENSURE THAT THE EXISTING SURROUNDING PROPERTIES ARE PROTECTED FROM DAMAGE DURING EXCAVATION & CONSTRUCTION.
2. ENGINEERING AND TRANSPORTATION PERMITS ARE REQUIRED TO WORK IN THE PUBLIC RIGHT OF WAY. PLANS, LICENSE, BOND AND INSURANCE REQUIRED WITH PERMIT APPLICATION. ALL WORK IN THE PUBLIC RIGHT OF WAY SHALL FOLLOW APWA STANDARDS. ENGINEERING PERMIT AND TRANSPORTATION PERMIT REQUIRED TO TERMINATE/CAP/KILL ANY EXISTING SERVICES IN THE PUBLIC RIGHT OF WAY.
3. ENCROACHMENT AGREEMENTS REQUIRED FOR ANY PROPOSED ENCROACHMENTS IN THE RIGHT OF WAY. ENCROACHMENT APPLICATIONS ARE NOT ALWAYS APPROVED. CONTACT REAL ESTATE SERVICES.
4. NO FOOTINGS, FOUNDATIONS, PERMANENT SOIL NAILS, SHORING, ETC. PERMITTED IN THE PUBLIC RIGHT OF WAY
5. ALL DETERIORATED, DAMAGED, OR MISSING SURFACE IMPROVEMENTS SURROUNDING THE PERIMETER OF THE DEVELOPMENT AND ON-SITE TO BE REPLACED OR INSTALLED: I.E., CURB, GUTTER, SIDEWALK, LANDSCAPING, PARK STRIP IMPROVEMENTS, ASPHALT PATCHING, LANDSCAPING REPLACEMENT, SITE LIGHTING, DUMPSTER SCREENING, CONCRETE IMPROVEMENTS, ECT.

N

GRAPHIC SCALE

(IN FEET)
1 inch = 30 ft.

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LICENSED PROFESSIONAL ENGINEER No. 8328602-2202 THOMAS M. ROMNEY STATE OF UTAH 09/06/22

TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
DEMOLITION PLAN

REVISION BLOCK

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DEMOLITION PLAN

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GRADING PLAN

Scale: 1"=20' | Drawn: SGA
Date: 10/06/22 | Job #: 19-0152
Sheet: C4.0

TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
GRADING PLAN

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LICENSED PROFESSIONAL ENGINEER
No. 8228602-2202
THOMAS M. BOWNEY
06/06/22
STATE OF UTAH

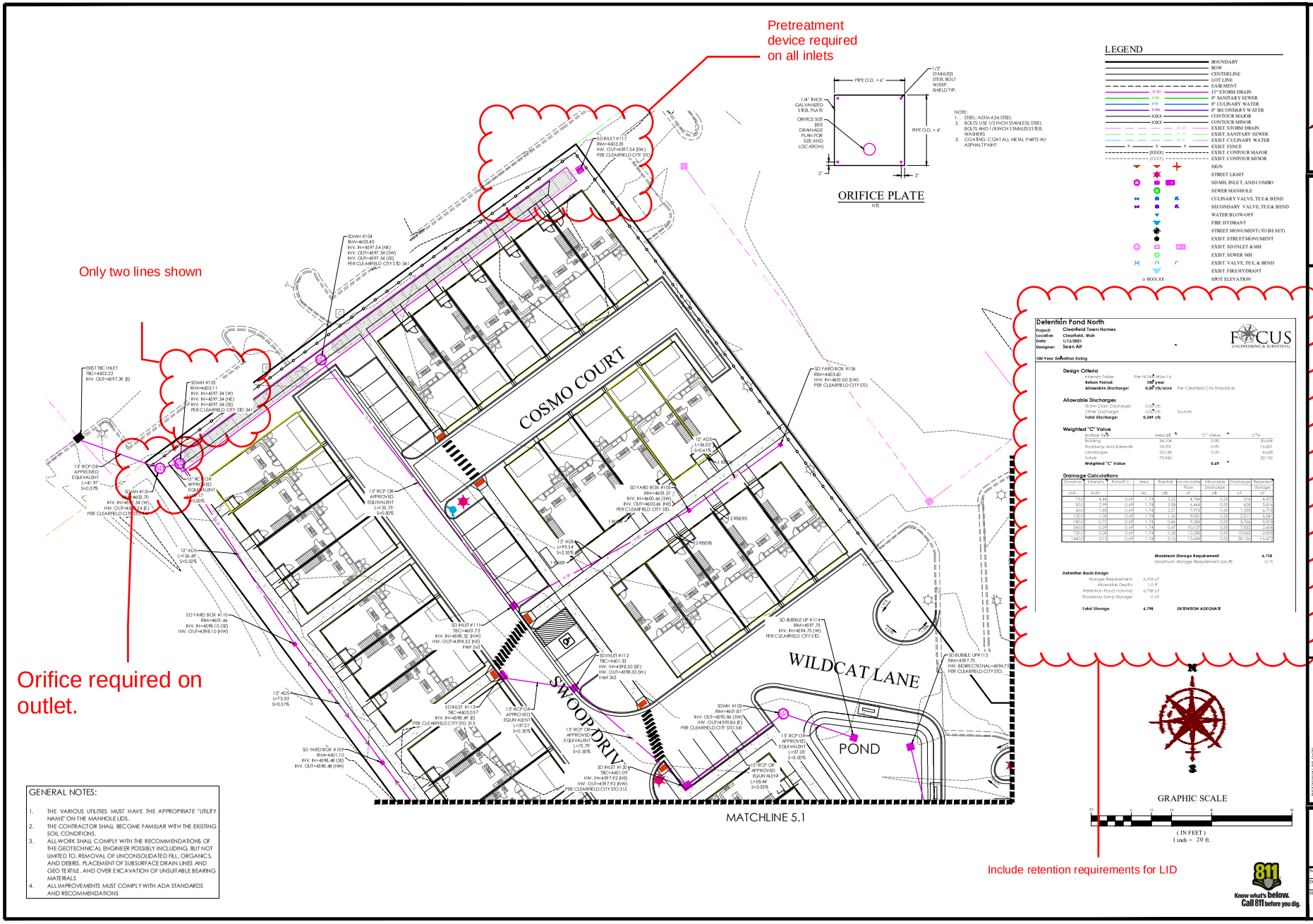
TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
GRADING PLAN

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GRADING PLAN

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LICENSED PROFESSIONAL ENGINEER No. 8029602-2202 THOMAS M. BONNEY 01/06/22 STATE OF UTAH

TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
DRAINAGE PLAN

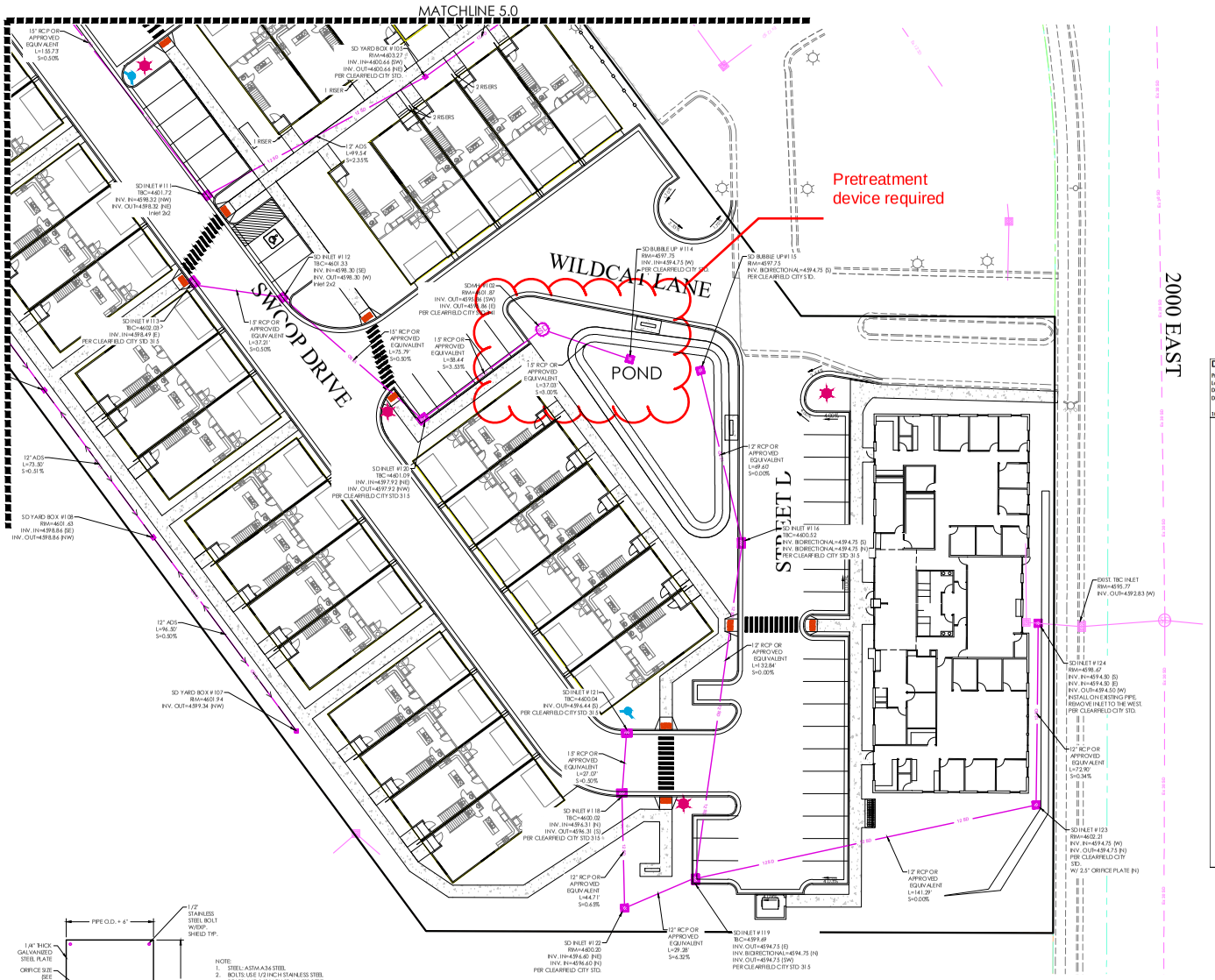
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DRAINAGE PLAN

Scale: 1"=20' Drawn: SGA
Date: 09/06/22 Job #: 19-0152
Sheet: C5.0

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LEGEND

BOUNDARY
ROW
CENTERLINE
LOT LINE
EASEMENT
15" STORM DRAIN
8" SANITARY SEWER
8" CULINARY WATER
8" SECONDARY WATER
CONTOUR MAJOR
CONTOUR MINOR
EXIST. STORM DRAIN
EXIST. SANITARY SEWER
EXIST. CULINARY WATER
EXIST. FENCE
EXIST. CONTOUR MAJOR
EXIST. CONTOUR MINOR
SIGN
STREET LIGHT
SD MH, INLET, AND COMBO
SEWER MANHOLE
CULINARY VALVE, TEE & BEND
SECONDARY VALVE, TEE & BEND
WATER BLOW-OFF
FIRE HYDRANT
STREET MONUMENT (TO BE SET)
EXIST. STREET MONUMENT
EXIST. SD INLET & MH
EXIST. SEWER MH
EXIST. VALVE, TEE, & BEND
EXIST. FIRE HYDRANT
SPOT ELEVATION

Detention Pond South

Project: Clearfield Town Homes
Location: Clearfield, Utah
Date: 1/13/2021
Designer: Sean Ait

100-Year Detention Sizing

Design Criteria

Intensity Table: Per NOAA Atlas 14
Return Period: 100 year
Allowable Discharge: 0.27 cfs/acre Per Clearfield City Standards

Allowable Discharges

Storm Drain Discharge: 0.32 cfs
Other Discharge: 0.07 cfs Source:
Total Discharge: 0.346 cfs

Weighted "C" Value

Surface Type	Area (sf)	"C" Value	C*A
Building	12,936	0.90	11,642
Roadway and Sidewalk	31,529	0.90	28,376
Landscape	30,989	0.20	6,198
Totals	75,454		46,216
Weighted "C" Value		0.61	

Drainage Calculations

Duration	Intensity	Runoff C	Area	Rainfall	Accumulated	Allowable Discharge	Discharge	Required Storage
min	in/hr		Ac.	cfs	cf	cfs	cf	cf
15.0	4.44	0.61	1.73	4.71	4,240	0.35	312	3,928
30.0	2.98	0.61	1.73	3.17	5,710	0.35	624	5,087
60.0	1.85	0.61	1.73	1.96	7,066	0.35	1,247	5,819
120.0	1.08	0.61	1.73	1.11	8,021	0.35	2,494	5,527
180.0	0.72	0.61	1.73	0.76	8,227	0.35	3,742	4,486
360.0	0.39	0.61	1.73	0.42	8,984	0.35	7,483	1,500
720.0	0.24	0.61	1.73	0.26	10,863	0.35	14,966	-4,103
1440.0	0.13	0.61	1.73	0.14	12,100	0.35	29,932	-17,832

Maximum Storage Requirement: 5,819
Maximum Storage Requirement (ac-ft): 0.13

Detention Basin Design

Storage Requirement: 5,819 cf
Allowable Depth: 0.0 ft
Retention Pond Volume: 6,097 cf
Roadway Sump Storage: 0 cf

Total Storage 6,097 DETENTION ADEQUATE

Orifice Design

Restriction Rate 0.20 CFS/ACRE
Allowable Outfall Rate Q (cfs) 0.35

Orifice Sizing: h = 3.6 ft
C = 0.6
A = 0.038 sf
dia. = 2.64 inches

Orifice Size= 2.6 inch

NOTE:
1. STEEL: ASTM A36 STEEL
2. BOLTS: USE 1/2 INCH STAINLESS STEEL BOLTS AND 1/8 INCH STAINLESS STEEL WASHERS
3. COATING: COAT ALL METAL PARTS W/ ASPHALT PAINT

ORIFICE PLATE
NTS

GENERAL NOTES:
1. THE VARIOUS UTILITIES MUST HAVE THE APPROPRIATE "UTILITY NAME" ON THE MANHOLE LIDS.

GRAPHIC SCALE
(IN FEET)
1 inch = 20 ft.

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

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TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
DRAINAGE PLAN

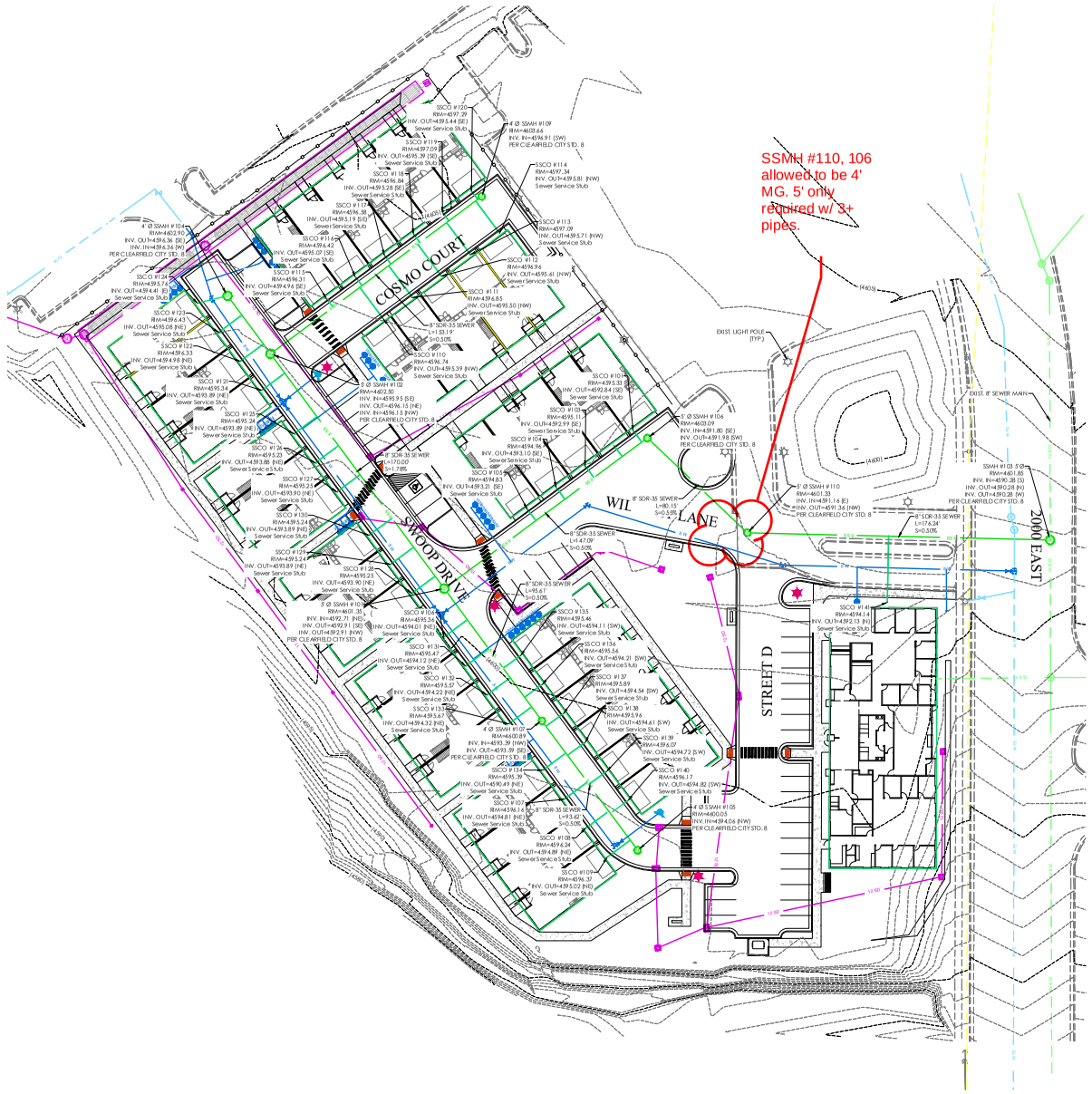
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DRAINAGE PLAN

Scale: 1"=20' Drawn: SGA
Date: 09/06/22 Job #: 19-0152
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SITE TABULATIONS

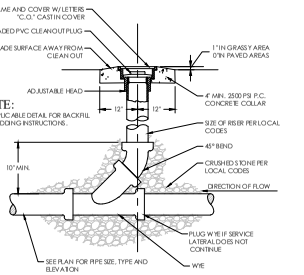
PARKING TOTAL =	42 STALLS (1 ADA)
BUILDING AREA =	54,766.22 SQ. FT.
ASPHALT AREA =	40,295.5 2 5 Q. FT.
8" WATER LINE =	35,31 8.51 FT.
6"WATER LINE =	343.634 FT.
# OF WATER METERS =	37
# OF 90'S =	1
# OF 45'S =	3
# OF 11.25'S =	2
# OF TEE'S =	3
8" SEWER LINE =	946.3 FT.
4" SEWER LINE =	625.5 FT.
# OF 4' SSMH =	4
# OF 5' SSMH =	4
# SEWER LATERALS =	41
12" SD LINE =	963.23 FT.
15" SD LINE =	439.47 FT.
# OF SDMH =	4
# OF TBC INTETS =	11
# OF BUBBLE UP BOXES =	2
# OF YARD BOXES =	10

LEGEND

- BOUNDARY
- ROW
- CENTERLINE
- LOT LINE
- EASEMENT
- 15" STORM DRAIN
- 8" SANITARY SEWER
- 8" CULINARY WATER
- 8" SECONDARY WATER
- CONTOUR MAJOR
- CONTOUR MINOR
- EXIST. STORM DRAIN
- EXIST. SANITARY SEWER
- EXIST. CULINARY WATER
- EXIST. FENCE
- EXIST. CONTOUR MAJOR
- EXIST. CONTOUR MINOR
- SIGN
- STREET LIGHT
- SD MH, INLET, AND COMBO
- SEWER MANHOLE
- CULINARY VALVE, TEE & BEND
- SECONDARY VALVE, TEE& BEND
- WATER BLOW-OFF
- FIRE HYDRANT
- STREET MONUMENT (TO BE SET)
- EXIST. STREET MONUMENT
- EXIST. SD INLET & MH
- EXIST. SEWER MH
- EXIST. VALVE, TEE, & BEND
- EXIST. FIRE HYDRANT
- SPOT ELEVATION

GENERAL NOTES:

1. THE VARIOUS UTILITIES MUST HAVE THE APPROPRIATE "UTILITY NAME" ON THE MANHOLE LIDS.
2. ALL SANITARY SEWER INFRASTRUCTURE TO BE INSTALLED PER GOVERNING AGENCY STANDARD PLANS AND SPECIFICATIONS.



NOTE:
SEE APPLIC ABLE DETAIL FOR BACKFILL AND BEDDING INSTRUCTIONS.

CLEAN-OUT
N.T.S.



GRAPHIC SCALE

(IN FEET)
1 inch = 30 ft.

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LICENSED PROFESSIONAL ENGINEER No. 8029600-2202 THOMAS M. ROMNEY 09/06/22 STATE OF UTAH

TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
SEWER PLAN

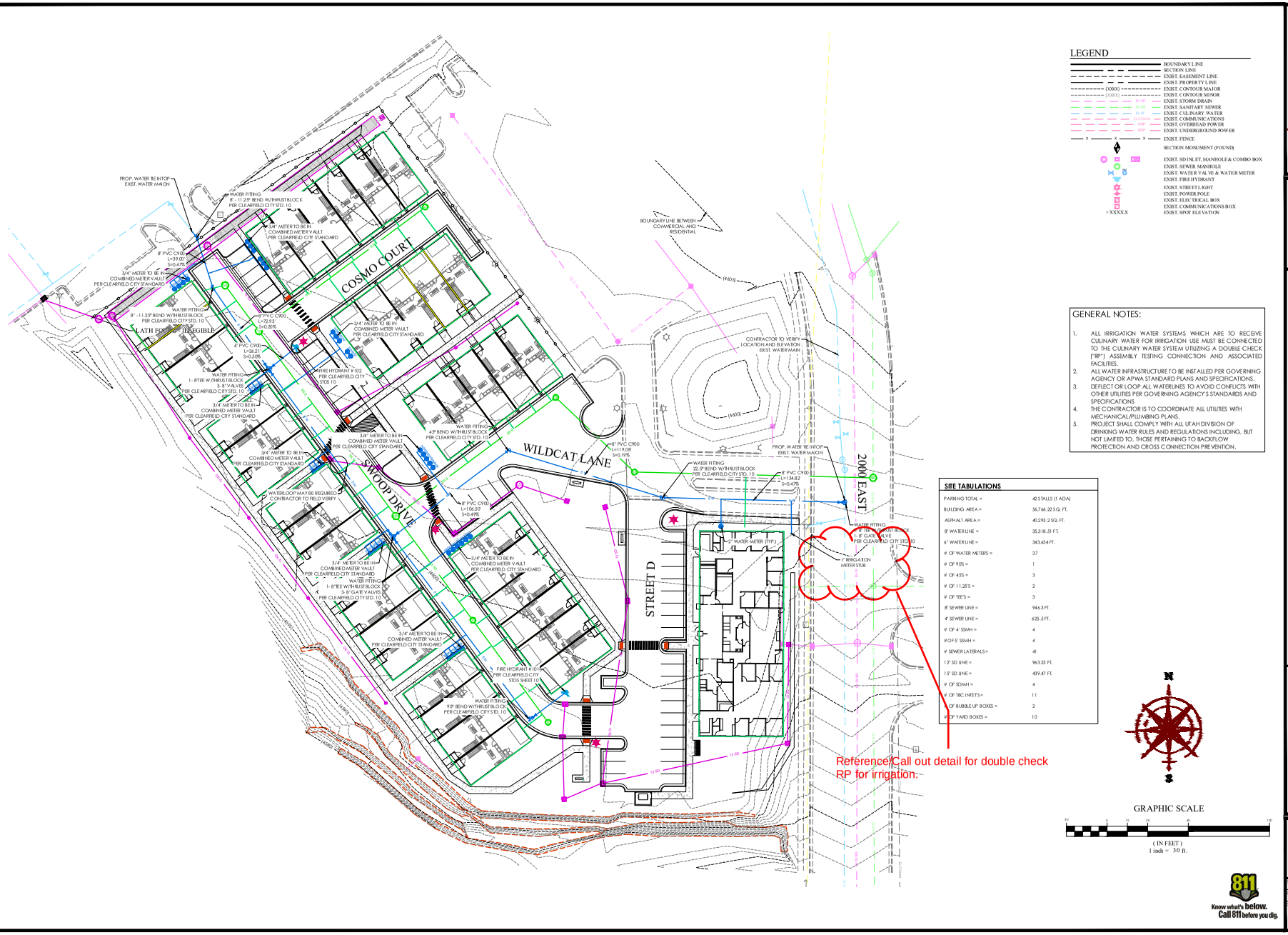
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SEWER PLAN

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Sheet:	C6.0		

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LEGEND

- BOUNDARY LINE
- SECTION LINE
- EXIST. EASEMENT LINE
- EXIST. PROPERTY LINE
- (XXXX) EXIST. CONTOUR MAJOR
- (XXXX) EXIST. CONTOUR MINOR
- EXIST. STORM DRAIN
- EXIST. SANITARY SEWER
- EXIST. CULINARY WATER
- EXIST. COMMUNICATIONS
- EXIST. OVERHEAD POWER
- EXIST. UNDERGROUND POWER
- EXIST. FENCE
- SECTION MONUMENT (FOUND)
- EXIST. SD INLET, MANHOLE & COMBO BOX
- EXIST. SEWER MANHOLE
- EXIST. WATER VALVE & WATER METER
- EXIST. FIRE HYDRANT
- EXIST. STREET LIGHT
- EXIST. POWER POLE
- EXIST. ELECTRICAL BOX
- EXIST. COMMUNICATIONS BOX
- +XXXX.X EXIST. SPOT ELEVATION

GENERAL NOTES:

1. ALL IRRIGATION WATER SYSTEMS WHICH ARE TO RECEIVE CULINARY WATER FOR IRRIGATION USE MUST BE CONNECTED TO THE CULINARY WATER SYSTEM UTILIZING A DOUBLE-CHECK ["RP"] ASSEMBLY TESTING CONNECTION AND ASSOCIATED FACILITIES.
2. ALL WATER INFRASTRUCTURE TO BE INSTALLED PER GOVERNING AGENCY OR APWA STANDARD PLANS AND SPECIFICATIONS.
3. DEFLECT OR LOOP ALL WATERLINES TO AVOID CONFLICTS WITH OTHER UTILITIES PER GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS
4. THE CONTRACTOR IS TO COORDINATE ALL UTILITIES WITH MECHANICAL/PLUMBING PLANS.
5. PROJECT SHALL COMPLY WITH ALL UTAH DIVISION OF DRINKING WATER RULES AND REGULATIONS INCLUDING, BUT NOT LIMITED TO, THOSE PERTAINING TO BACKFLOW PROTECTION AND CROSS CONNECTION PREVENTION.

SITE TABULATIONS

PARKING TOTAL =	40 STALLS (1 ADA)
BUILDING AREA =	56,766.22 SQ. FT.
ASPHALT AREA =	40,295.2 SQ. FT.
8" WATER LINE =	35,318.51 FT.
6" WATER LINE =	343.63 FT.
# OF WATER METERS =	37
# OF 90S =	1
# OF 45S =	3
# OF 11.25S =	2
# OF TEES =	3
8" SEWER LINE =	946.3 FT.
4" SEWER LINE =	625.5 FT.
# OF 4' SSMH =	4
# OF 5' SSMH =	4
# SEWER LATERALS =	41
12" SD LINE =	963.23 FT.
15" SD LINE =	439.47 FT.
# OF SDMH =	4
# OF TBC INLETS =	11
# OF BUBBLE UP BOXES =	2
# OF YARD BOXES =	10

GRAPHIC SCALE

(IN FEET)
1 inch = 30 ft.

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LICENSED PROFESSIONAL ENGINEER
No. 8029650-2202
THOMAS M. ROMNEY
09/06/22
STATE OF UTAH

TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
WATER PLAN

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WATER PLAN

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STORM DRAIN DETENTION AREA

EROSION CONTROL LEGEND

- CONSTRUCTION ENTRANCE
- MATERIALS STORAGE
- FUEL TANKS
- CONCRETE WASHOUT
- TRASH BIN
- PORTABLE TOILET
- CONSTRUCTION TRAILER
- INLET PROTECTION
- SURFACE WATERS
- OUTFALL
- SILT FENCE
- CUTBACK CURB
- FIBER ROLL

SWPPP DATA:

PROJECT LOCATION (LAT/LONG):
NORTHING 4175.80' EASTING -111°59'20'

RECEIVING WATERS: GREAT SALT LAKE

AREA AFFECTED:

1. TOTAL PROJECT AREA IS 3.47 ACRES, AN ESTIMATED 3.47 ACRES WITHIN THE PROJECT LIMITS WILL BE DISTURBED WITH NEW CONSTRUCTION OR CONTRACTOR'S STORAGE ACTIVITIES.
2. THE EXISTING DRAINAGE SYSTEM FOR THIS SITE CONSISTS OF EXISTING STORM DRAIN PIPING AND STRUCTURES.
3. THE MAJORITY OF EXISTING SITE GRADES RANGE FROM 0% TO 20%.
4. THE INITIAL SITE IS APPROXIMATELY 0% IMPERVIOUS. THE FINISHED SITE WILL BE APPROXIMATELY 70% IMPERVIOUS.

CONSTRUCTION ACTIVITIES:

5. INSTALL BMP'S ACCORDING TO THE PHASE OF CONSTRUCTION AS INDICATED IN THIS SWPPP.
6. CONSTRUCTION ACTIVITIES WILL PROCEED AS FOLLOWS: ROUGH GRADING, UTILITY INFRASTRUCTURE, ROADWAY INFRASTRUCTURE, HOME CONSTRUCTION AND LANDSCAPING. AS NEW DRAINAGE ELEMENTS ARE COMPLETED, CONTRACTOR SHALL IMPLEMENT THE USE OF PROPER BMP'S AS OUTLINED IN SECTION 3.5.1 IN THE UPDES PERMIT REGULATIONS.
7. SITE STABILIZATION OF AREAS DISTRIBUTED BY CONSTRUCTION ACTIVITIES MUST BE FINISHED WITHIN 14 DAYS OF COMPLETION OF CONSTRUCTION AND PRIOR TO OBTAINING AN "NOT" PERMIT.
8. CLEAR SITE OF NON-ESSENTIAL MATERIALS AND CLEAN STREETS AND ASSOCIATED GUTTERS, UPON PROJECT COMPLETION AND OBTAINING "NOT" PERMIT. REMOVE TEMPORARY STORM WATER MEASURES AND PERFORM REQUIRED STORM DRAIN SYSTEM MAINTENANCE PRIOR TO RELEASE OF SYSTEM TO THE OWNER.

RUNOFF COEFFICIENTS OF DISCHARGE:

1. THE EXISTING RUNOFF COEFFICIENT FOR THE PROJECT AREA IS ESTIMATED TO BE 0.5. THE PROPOSED RUNOFF COEFFICIENT WILL BE APPROXIMATELY 0.67. FOR THE PROPOSED IMPROVEMENTS UPON COMPLETION OF IMPROVEMENTS.
2. DISCHARGE FROM THE SITE WILL BE THROUGH THE EXISTING STORM DRAIN SYSTEM.

GENERAL STORM WATER POLLUTION CONTROL NOTES:

1. FOR INSTALLATION PROCEDURES, SEE SWPPP DETAILS BEST MANAGEMENT PRACTICES (BMP) SPECIFICATIONS IN SECTION 5.
2. THE BMPS AND SITE WILL BE MONITORED REGULARLY. ANY ADDITIONAL BMPS THAT ARE NEEDED WILL BE DETERMINED DURING REGULAR INSPECTIONS AND INSTALLED ACCORDING TO SPECIFICATION. ANY CHANGES TO PROJECT BMPS WILL NEED TO BE REFLECTED ON THE SWPPP MAP(S).
3. SWPPP PLAN COMPILED FROM INFORMATION OBTAINED FROM MATERIAL PRODUCED BY: FOCUS ENGINEERING AND SURVEYING
6949 S. HIGH TECH DRIVE, SUITE 200
MIDVALE, UTAH 84047
PH: (801) 352-0075

ALL INFORMATION SHOWN ON SWPPP MAPS WAS TAKEN OR DERIVED FROM THE ABOVE STATED SOURCE. ANY INFORMATION NOT DEPICTED WAS NOT PROVIDED AS PART OF THIS PROJECT.

N

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GRAPHIC SCALE

(IN FEET)
1 inch = 20 ft.

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

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LICENSED PROFESSIONAL ENGINEER
No. 8029650-2202
THOMAS M. ROONEY
09/06/22
STATE OF UTAH

TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
EROSION CONTROLPLAN

REVISION BLOCK

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EROSION CONTROLPLAN

Scale:	1"=20'	Drawn:	SGA
Date:	09/06/22	Job #:	19-0152
Sheet:	C8.0		

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TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
PLAN AND PROFILE STREET A

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PLAN AND PROFILE STREET A

Scale: 1"=20' | Drawn: SGA
Date: 10/06/22 | Job #: 19-0152
Sheet: PP1.0

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

GRAPHIC SCALE
ON SHEET: 1 inch = 20 ft.

LEGEND
BOUNDARY
BOW
CENTER LINE
LOT LINE
EASEMENT
15" STORM DRAIN
8" SANITARY SEWER
8" SECONDARY WATER
8" CULINARY WATER
CONTOUR MAJOR
CONTOUR MINOR
EXIST. STORM DRAIN
EXIST. SANITARY SEWER
EXIST. CULINARY WATER
EXIST. FENCE
EXIST. CONTOUR MAJOR
EXIST. CONTOUR MINOR
SIGN
STREET LIGHT
SEWER INLET AND COMBO
SEWER MANHOLE
CULINARY VALVE, TEE & BEND
SECONDARY VALVE, TEE & BEND
WATER BLOW OFF
FIRE HYDRANT
STREET MONUMENT (TO BE SET)
EXIST. STREET MONUMENT
EXIST. SD INLET & MH
EXIST. SEWER MH
EXIST. CULINARY VALVE, TEE & BEND
EXIST. FIRE HYDRANT
SPOT ELEVATION

WILDCAT LANE

WILDCAT LANE PROFILE

TOWNS AT UNIVERSITY PARK

CLEARFIELD, UTAH

PLAN AND PROFILE STREET B

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PLAN AND PROFILE STREET B

Scale: 1"=30' | Job #: 19-01.52 | Drawn: SGA

Date: 09/06/22 | Sheet: PP2.0

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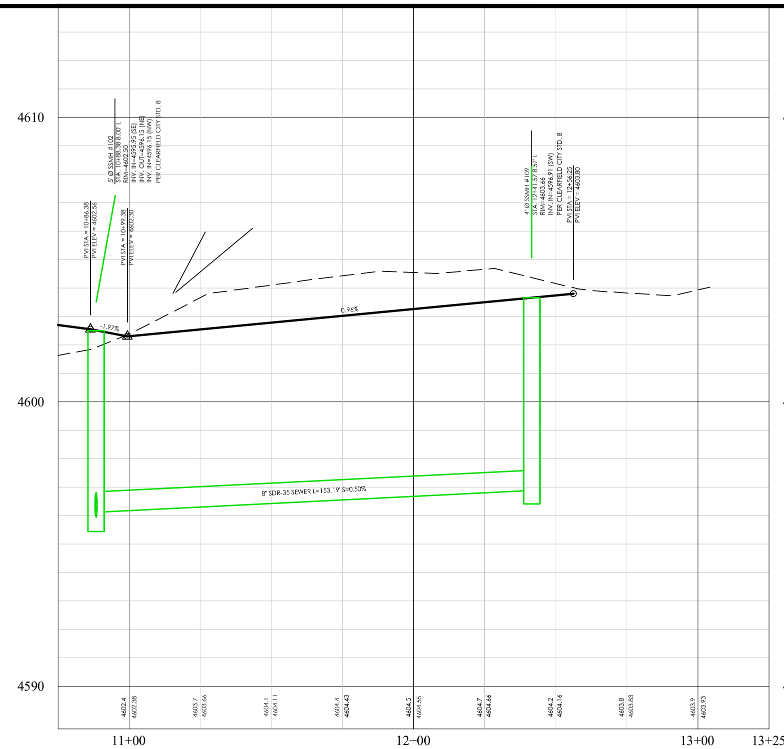
LEGEND

GRAPHIC SCALE

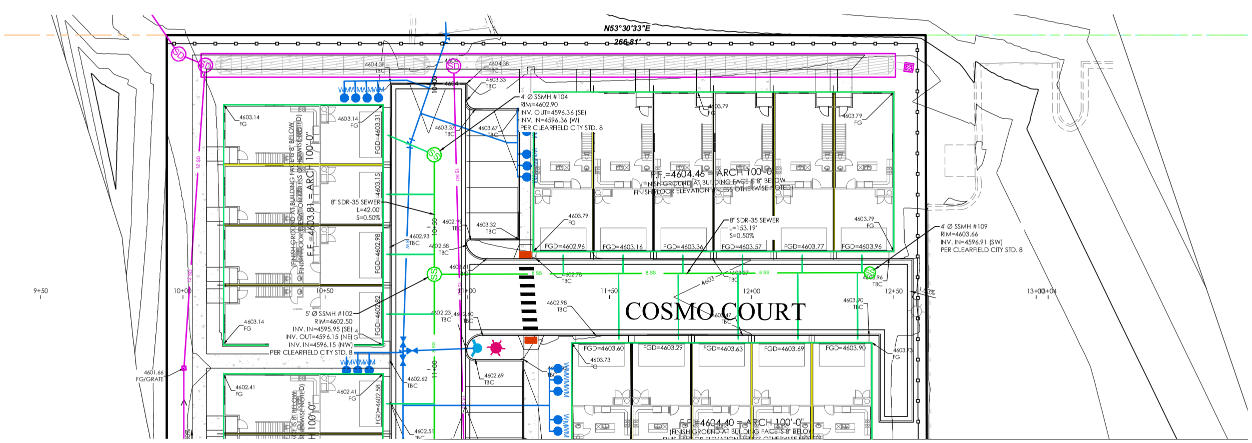
SWOOP DRIVE

SWOOP DRIVE PROFILE

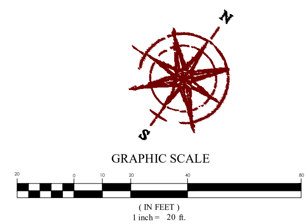
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COSMO COURT PROFILE



COSMO COURT



LEGEND

- BOUNDARY
- ROW
- CENTERLINE
- LOT LINE
- EASEMENT
- 15" STORM DRAIN
- 8" SANITARY SEWER
- 8" CULINARY WATER
- 8" SECONDARY WATER
- CONTOUR MAJOR
- CONTOUR MINOR
- EXIST. STORM DRAIN
- EXIST. SANITARY SEWER
- EXIST. CULINARY WATER
- EXIST. FENCE
- EXIST. CONTOUR MAJOR
- EXIST. CONTOUR MINOR
- SIGN
- STREET LIGHT
- SD MH, INLET, AND COMBO
- SEWER MANHOLE
- CULINARY VALVE, TEE & BEND
- SECONDARY VALVE, TEE & BEND
- WATER BLOW-OFF
- FIRE HYDRANT
- STREET MONUMENT (TO BE SET)
- EXIST. STREET MONUMENT
- EXIST. SD INLET & MH
- EXIST. SEWER MH
- EXIST. VALVE, TEE, & BEND
- EXIST. FIRE HYDRANT
- SPOT ELEVATION

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LICENSED PROFESSIONAL ENGINEER
No. 8028650-2202
THOMAS M. ROMNEY
STATE OF UTAH

TOWNS AT UNIVERSITY PARK

CLEARFIELD, UTAH

PLAN AND PROFILE STREET C

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PLAN AND PROFILE STREET C

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Sheet:	PP3.0		

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Can you check measurements?
Staff calculate 24.4%. 25%
required based off 2.74 acres.

Areas that are Active
Recreational Turf Sod
need to be labeled on
plan

Commercial Landscape
will be reviewed for
compliance upon
commercial site plan
application/review.

PLANT SCHEDULE

TREES	BOTANICAL NAME	COMMON NAME	SIZE	QTY
AP	Acer truncatum x platanoides `Warrenred`	Pacific Sunset Maple	2" Cal.	8
CC	Cercis canadensis	Eastern Redbud	2" Cal.	4
MR	Malus x `Royal Raindrops`	Royal Raindrops Crabapple	2" Cal.	16
MS	Malus x `Spring Snow`	Spring Snow Crabapple	2" Cal.	10
PH	Pinus leucodermis `Heidreichii`	Bosnian Pine	6` Ht.	17
PK	Prunus serrulata `Kwanzan`	Kwanzan Japanese Flowering Cherry	2" Cal.	8
PV	Prunus virginiana `Canada Red`	Canada Red Chokecherry	2" Cal.	7
PC	Pyrus calleryana `Chanticleer`	Chanticleer Flowering Pear	2" Cal.	9
TG	Tilia cordata `Greenspire`	Greenspire Littleleaf Linden	2" Cal.	4
ZG	Zelkova serrata `Green Vase`	Green Vase Sawleaf Zelkova	2" Cal.	4

SHRUBS	BOTANICAL NAME	COMMON NAME	SIZE	QTY
AMG	Aronia melanocarpa `UCONNAM012` TM	Ground Hug Black Chokeberry	3 gal.	24
BDH	Buddleja davidii `Buzz Hot Raspberry`	Hot Raspberry Butterfly Bush	3 gal.	23
BGV	Buxus x `Green Velvet`	Green Velvet Boxwood	3 gal.	14
CSK	Cornus sericea `Kelseyi`	Kelsey`s Dwarf Red Twig Dogwood	3 gal.	8
MAC	Mahonia aquifolium `Compacta`	Compact Oregon Grape	3 gal.	24
PON	Physocarpus opulifolius `Nugget`	Nugget Ninebark	3 gal.	4
PMM	Pinus mugo `Mops`	Mugo Pine	3 gal.	19
PFD	Potentilla fruticosa `Dakota Sunspot`	Dakota Sunspot Bush Cinquefoil	3 gal.	40
PLC	Prunus laurocerasus `Chestnut Hill`	Chestnut Hill English Laurel	3 gal.	24
RAG	Rhus aromatica `Gro-Low`	Gro-Low Fragrant Sumac	3 gal.	6
RMW	Rosa Meidiland `White`	White Meidiland Rose	3 gal.	6
RIW	Rosa x `Iceburg`	Iceburg White Rose	3 gal.	9
RMF	Rosa x `Meipsidue` Fire Meidiland	Fire Red Meidiland Rose	3 gal.	11
RRK	Rosa x `Red Knock Out`	Red Knock Out Rose	3 gal.	18
SBA	Spiraea x bumalda `Anthony Waterer`	Anthony Waterer Bumald Spiraea	3 gal.	48
SBL	Syringa x `SMSJBPP` `Bloomerang`	Bloomerang Dark Purple Lilac	3 gal.	8
TMC	Taxus x media `Chadwickii`	Chadwick`s Anglo-Japanese Yew	3 gal.	8
TME	Taxus x media `Everlow`	Everlow Yew	3 gal.	6

ORNAMENTAL GRASSES	BOTANICAL NAME	COMMON NAME	SIZE	QTY
CAK	Calamagrostis x acutiflora `Karl Foerster`	Karl Foerster Feather Reed Grass	1 gal.	29

PERENNIALS	BOTANICAL NAME	COMMON NAME	SIZE	QTY
HSO	Hemerocallis x `Stella de Oro`	Stella de Oro Daylily	1 gal.	9
RFE	Rudbeckia fulgida `Early Bird Gold`	Early Bird Gold Coneflower	1 gal.	11
SNE	Salvia nemorosa `East Friesland`	East Friesland Meadow Sage	1 gal.	21

GROUND COVERS	CODE	BOTANICAL NAME	COMMON NAME	SIZE	QTY
	PP2	Poa pratensis	Kentucky Bluegrass	sod	16,033 sf
RIVER COBBLE					
(4) EXISTING TREES					

LANDSCAPE NOTES:

1. LAWN AREAS WILL BE SODDED WITH KENTUCKY BLUEGRASS BLEND OVER 4 INCHES GOOD GRADE TOPSOIL.
2. INSTALL BARK MULCH IN ALL PLANTING BEDS LABELED BARK MULCH. PLANTING BEDS WILL HAVE 3" DARK BROWN LONG STRAND SHREDDED BARK MULCH.
3. INSTALL PLASTIC EDGING FOR MOW STRIPS BETWEEN LAWN AREAS AND PLANTING BEDS.
4. INSTALL COBBLE ROCK BETWEEN DRIVEWAYS AND OTHER AREAS LABELED COBBLE ROCK WITH 4" DEEP OF 2" TO 3" SOUTH TOWN COBBLE ROCK. APPLY PRE-EMERGENT TO SOIL BEFORE INSTALLING COBBLE ROCK.
5. ALL IRRIGATION WATER SYSTEMS WHICH ARE TO RECEIVE CULINARY WATER FOR IRRIGATION USE MUST BE CONNECTED TO THE CULINARY WATER SYSTEM UTILIZING A DOUBLE-CHECK ("RP") ASSEMBLY TESTING CONNECTION AND ASSOCIATED FACILITIES.

LANDSCAPE TABLE (TOWNHOMES)

ITEM	AMOUNT
TOTAL LANDSCAPE AREA	29,102 SQ.FT.
TREE REQUIREMENT	(1 PER 400 S.F. OF LANDSCAPE)= 73
TOTAL TREES SPECIFIED	73
EXISTING TREES ON SITE	0
SHRUB REQUIREMENT	(1 PER 200 S.F. OF LANDSCAPE)= 146
TOTAL SHRUBS SPECIFIED	288

LANDSCAPE AREA

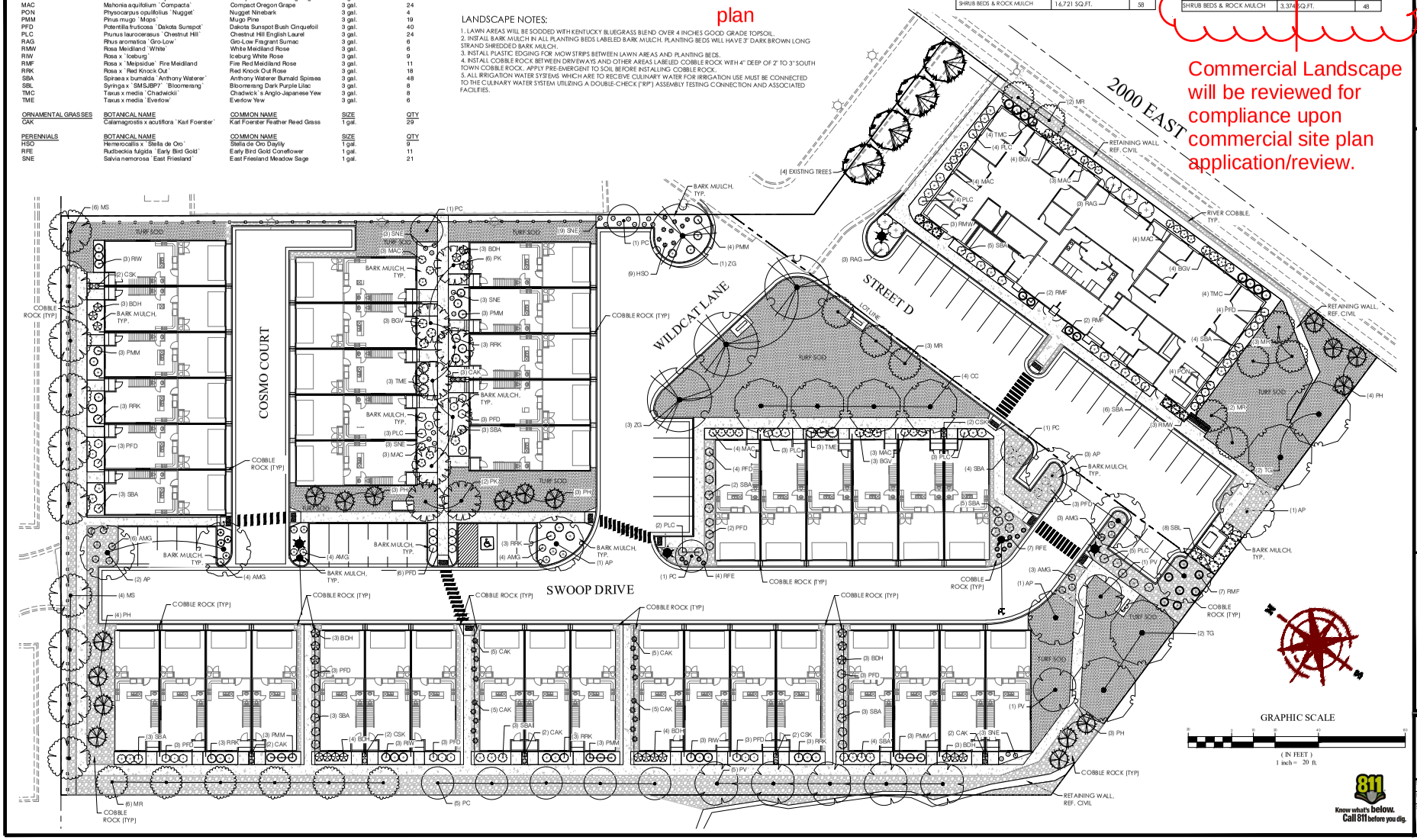
ITEM	AMOUNT	%
TOTAL LANDSCAPE AREA	29,102 SQ.FT.	100
NON-RECREATIONAL TURF SOD	4,035 SQ.FT.	14
ACTIVE RECREATIONAL TURF SOD	8,346 SQ.FT.	28
SHRUB BEDS & ROCK MULCH	16,721 SQ.FT.	58

LANDSCAPE TABLE (COMMERCIAL)

ITEM	AMOUNT
TOTAL LANDSCAPE AREA	7,026 SQ.FT.
TREE REQUIREMENT	(1 PER 400 S.F. OF LANDSCAPE)= 18 TREES
TOTAL TREES SPECIFIED	(18) 14 PROPOSED + 4 EXISTING TREES
EXISTING TREES ON SITE	4
SHRUB REQUIREMENT	(1 PER 200 S.F. OF LANDSCAPE)= 36 SHRUBS
TOTAL SHRUBS SPECIFIED	82

LANDSCAPE AREA

ITEM	AMOUNT	%
TOTAL LANDSCAPE AREA	7,026 SQ.FT.	100
NON-RECREATIONAL TURF SOD	NONE	0
ACTIVE RECREATIONAL TURF SOD	3,652 SQ.FT.	52
SHRUB BEDS & ROCK MULCH	3,374 SQ.FT.	48



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LICENSED LANDSCAPE ARCHITECT
No. 103984
ALAN K. WEAVER
09/06/2022
STATE OF UTAH

TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
LANDSCAPE PLAN

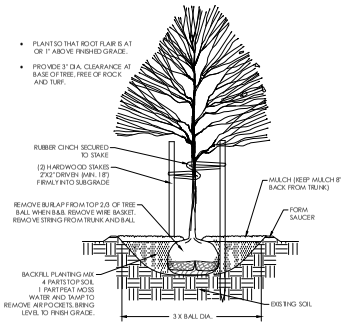
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LANDSCAPE PLAN

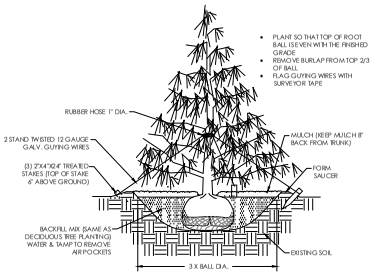
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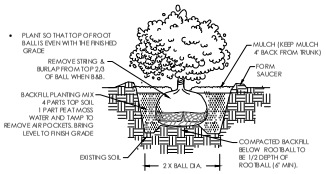
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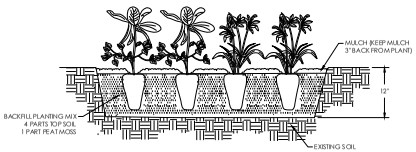
A TREE PLANTING & STAKING
NOT TO SCALE



B EVERGREEN PLANTING & GUYING
NOT TO SCALE



C SHRUB PLANTING
NOT TO SCALE



D PERENNIAL PLANTING
NOT TO SCALE

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LICENSED LANDSCAPE ARCHITECT
No. 103984
ALAN K. WEAVER
09/06/2022
STATE OF UTAH

TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
LANDSCAPE DETAILS

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LANDSCAPE DETAILS

Scale:
Drawn: BW/MI
Date: 08/18/2022
Job #: 19-0152
Sheet: L1.1

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WaterSense labeled irrigation controller required.

IRRIGATION SCHEDULE

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
	Rain Bird 1804-PRS 8 Series MPR Turf Spray 4.0" Pop-Up Sprinkler with Co-Molded Wiper Seal. 1/2" NPT Female Threaded Inlet. Pressure Regulating.	26
	Rain Bird 1804-PRS 10 Series MPR Turf Spray 4.0" Pop-Up Sprinkler with Co-Molded Wiper Seal. 1/2" NPT Female Threaded Inlet. Pressure Regulating.	18
	Rain Bird 1804-PRS 12 Series MPR Turf Spray 4.0" Pop-Up Sprinkler with Co-Molded Wiper Seal. 1/2" NPT Female Threaded Inlet. Pressure Regulating.	17
	Rain Bird 1804-PRS 15 Series MPR Turf Spray 4.0" Pop-Up Sprinkler with Co-Molded Wiper Seal. 1/2" NPT Female Threaded Inlet. Pressure Regulating.	7
	Rain Bird 1804-PRS ADJ Turf Spray 4.0" Pop-Up Sprinkler with Co-Molded Wiper Seal. 1/2" NPT Female Threaded Inlet. Pressure Regulating.	2
14.4Q3 14.5	Rain Bird R-VAN14 1804-SAM-P45 Turf Rotary, 8'-14' 45-270 degrees and 360 degrees. Hand Adjustable Multi-Stream Rotary w/1800 turf spray body on 4" pop-up, with check valve and 45 psi in-stem pressure regulator. 1/2" NPT Female Threaded Inlet.	7
18.0Q3 18.5	Rain Bird R-VAN18 1804-SAM-P45 Turf Rotary, 13'-18' 45-270 degrees and 360 degrees. Hand Adjustable Multi-Stream Rotary w/1800 turf spray body on 4" pop-up, with check valve and 45 psi in-stem pressure regulator. 1/2" NPT Female Threaded Inlet.	24
20.0Q3 20.5	Rain Bird R-VAN24 1804-SAM-P45 Turf Rotary, 17'-24' 45-270 degrees and 360 degrees. Hand Adjustable Multi-Stream Rotary w/1800 turf spray body on 4" pop-up, with check valve and 45 psi in-stem pressure regulator. 1/2" NPT Female Threaded Inlet.	20

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
	Rain Bird 5004-PC-R-MPR Turf Rotor, 4" Pop-Up, Plastic Riser, Matched Precipitation Rotor (MPR nozzle). Arc and Radius as per Symbol. 25 ft=red, 30 ft=green, 35ft=beige. Pressure Regulating.	9
	Rain Bird 5004-PC-R-MPR Turf Rotor, 4" Pop-Up, Plastic Riser, Matched Precipitation Rotor (MPR nozzle). Arc and Radius as per Symbol. 25 ft=red, 30 ft=green, 35ft=beige. Pressure Regulating.	8

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
	Rain Bird XCZF-100-PRF 1" Medium Flow Drip Control Kit. 1" DV Valve with 1" Pressure Regulating Filter at , and MDCF Fitting. 3 GPM-15 GPM.	6
	Rain Bird XB-6 Multi-outlet drip emitter Six-Outlet, Pressure Compensating, Drip Emitter. Flow rates of 0.5 GPH=blue, 1.0 GPH=black, and 2.0 GPH=red, at each emitter outlet. Comes with Barb Inlet x Barb Outlet.	49

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
	Rain Bird PEB(ZONE VALVES) 1-1/2" 1", 1-1/2", 2" Plastic Industrial Valves. Low Flow Operating Capability, Globe Configuration.	5
	Rain Bird PEB(ZONE VALVES) 1" 1", 1-1/2", 2" Plastic Industrial Valves. Low Flow Operating Capability, Globe Configuration.	3
	Rain Bird 44-LRC 1" 1" Brass Quick-Coupling Valve, with Corrosion-Resistant Stainless Steel Spring, Locking Thermoplastic Rubber Cover, and 2-Piece Body.	1
	Stop & Waste Valve 1" MUELLER MARK II ORISEAL 5W VALVE MODEL H-10286	1
	Rain Bird PESB (MASTER VALVE) 1" Plastic Industrial Valves Low Flow Operating Capability, Globe Configuration.	1
BF	Zurn 375 1" Reduced Pressure Principle Assembly. Sizes	1
C	Rain Bird ESPLXME2-LXMM w/ (1) ESPLXMSM12 24 Station, Traditionally-Wired, Commercial Controller (1) ESPLXME2 12-Station, Indoor/Outdoor, Plastic Wall-Mount Enclosure w/ (1) ESPLXMSM12 - 12-Station Expansion Modules. Install in LXMM Powder Coated, Metal Wall-Mounted Cabinet.	1
S	Rain Bird WSS-RFS Wireless Rain/Freeze Sensor.	1
M	Water Meter 1"	1
	Irrigation Lateral Line: PVC Schedule 40 3/4"	1,597 l.f.
	Irrigation Lateral Line: PVC Schedule 40 1"	164.5 l.f.
	Irrigation Lateral Line: PVC Schedule 40 1 1/4"	66.8 l.f.
	Irrigation Main Line: PVC Schedule 40 1 1/2"	2,137 l.f.
	Pipe Sleeve: PVC Class 200 SDR 21 Sleeve Shall Be Two Sizes Larger Than The Pipe Within	180 l.f.

Valve Callout: Valve Number / Valve Flow / Valve Size

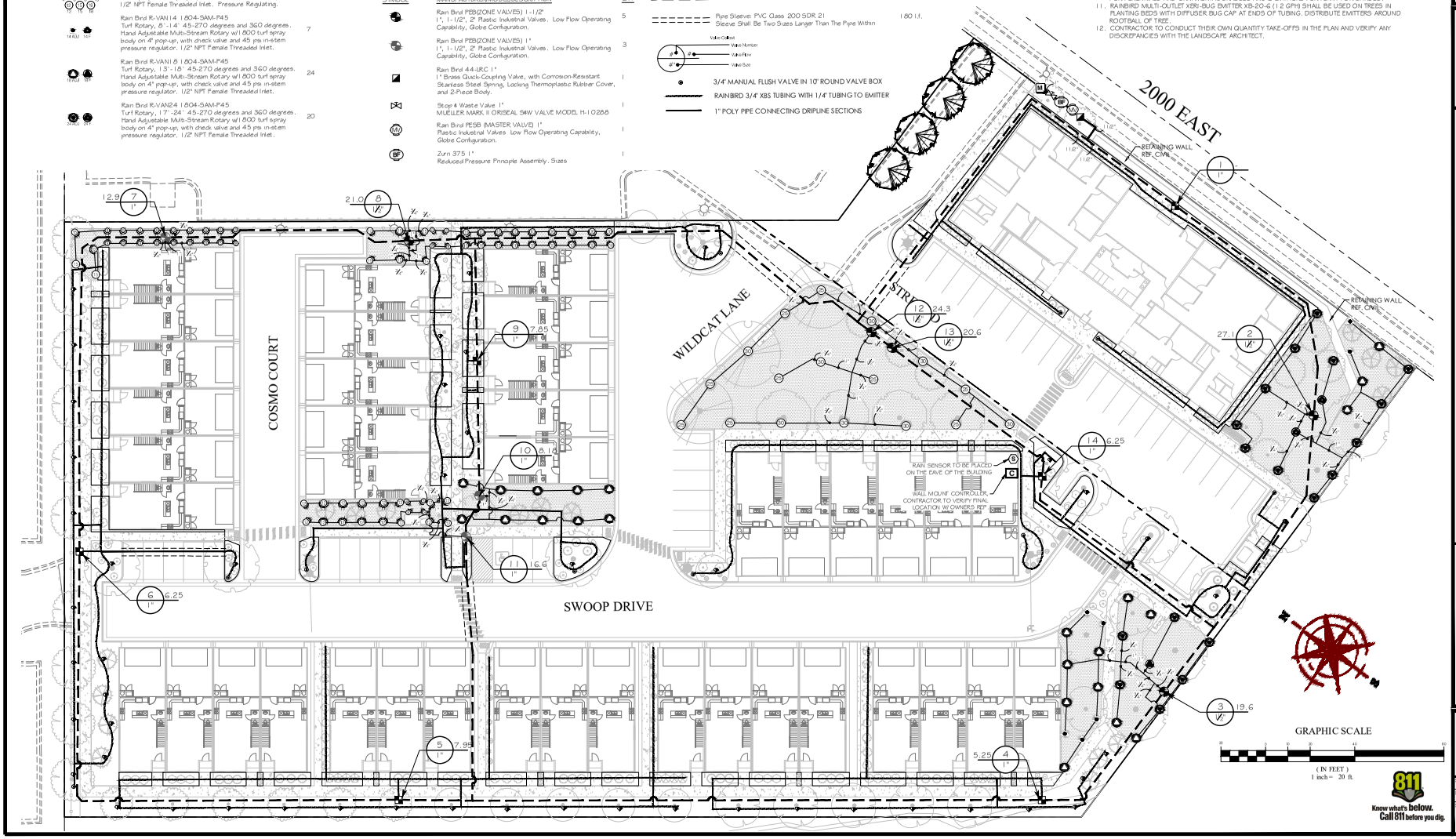
3/4" MANUAL FLUSH VALVE IN 10" ROUND VALVE BOX

RAINBIRD 3/4" XBS TUBING WITH 1/4" TUBING TO EMITTER

1" POLY PIPE CONNECTING DRIPLINE SECTIONS

IRRIGATION NOTES

1. THIS SYSTEM IS BASED UPON AN AVAILABLE STATIC PRESSURE OF 60 PSI MINIMUM. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL CONFIRM THE STATIC WATER PRESSURE AND THE SIZE OF THE POINT OF CONNECTION (POC).
2. COORDINATE AND LOCATE ALL EXISTING UTILITIES ON THE SITE PRIOR TO EXCAVATION.
3. THIS PLAN IS DIAGRAMMATIC. SOME EQUIPMENT MAY BE SHOWN IN PAVED AREAS AND BUILDINGS FOR PLAN CLARITY.
4. INSTALL PVC SCHEDULE 40 SLEEVES UNDER ALL PAVED SURFACES WHERE LINES AND CONTROL WIRES CROSS INCLUDING ALL SIDEWALKS. SLEEVE SIZE SHALL BE 2 TIMES LARGER THAN THE LINE. EXTEND 6" BEYOND THE PAVED SURFACE ON EACH SIDE. INSTALL A SEPARATE SLEEVE FOR THE CONTROL WIRES.
5. INSTALL MANUAL DRAIN VALVES AT ALL LOW POINTS ALONG IRRIGATION MAIN LINE AND EACH SIDE OF DRIVEWAY WHERE MAIN LINE CROSSES UNDER.
6. INSTALL VARIABLE ARC NOZZLES ON SPRINKLER HEADS WHERE ANGLE IS DIFFERENT THAN STANDARD NOZZLES.
7. ALL PIPE FITTINGS SHALL BE SCHEDULE 80 ON MAIN LINE.
8. XBS TUBING SHALL BE INSTALLED UNDER BARK OR ROCK MULCH.
9. INSTALL 3/4" MANUAL FLUSH VALVE IN AN 10" ROUND VALVE BOX AT THE END OF ALL DRIP LINES.
10. DRIP EMITTERS SHALL BE RAINBIRD XB-20PC (2 GPH)XERI-BUG EMITTER, 1 EMITTER PER PLANT FOR PERENNIALS AND ORNAMENTAL GRASSES AND 2 EMITTERS PER PLANT FOR SHRUBS.
11. RAINBIRD MULTI-OUTLET XERI-BUG EMITTER XB-20-6 (1.2 GPH) SHALL BE USED ON TREES IN PLANTING BEDS WITH DIFFUSER BUG CAP AT ENDS OF TUBING. DISTRIBUTE EMITTERS AROUND ROOTBALL OF TREE.
12. CONTRACTOR TO CONDUCT THEIR OWN QUANTITY TAKE-OFFS IN THE PLAN AND VERIFY ANY DISCREPANCIES WITH THE LANDSCAPE ARCHITECT.



GRAPHIC SCALE

(IN FEET)
1 inch = 20 ft.

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

FOCUS ENGINEERING AND SURVEYING, LLC
6949 S. HIGH TECH DR. SUITE 200
MIDVALE, UTAH 84047 PH: (801) 352-0075
www.focusutah.com

LICENSED LANDSCAPE ARCHITECT
No. 103994
ALAN K. WEAVER
09/06/2022
STATE OF UTAH

TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
IRRIGATION PLAN

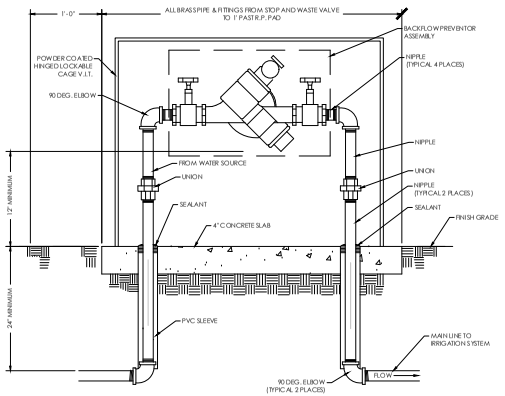
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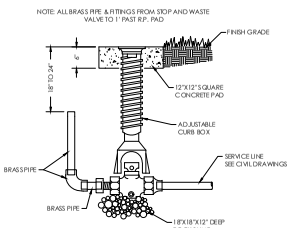
IRRIGATION PLAN

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Date: 08/18/2022 Job #: 19-0152
Sheet: L2.0

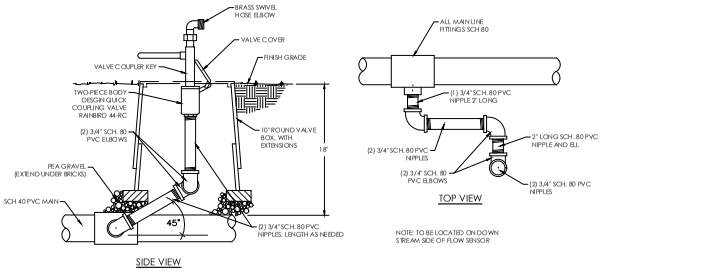
© 2019 FOCUS Clearfield Towns\Irrigation\Design 19-152 Design Layouts\L2 - REDACTED.dwg



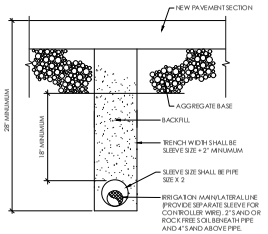
A REDUCED PRESSURE BACKFLOW PREVENTER
NOT TO SCALE



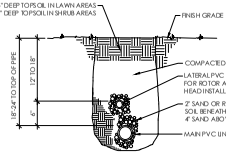
B STOP & WASTE VALVE DETAIL
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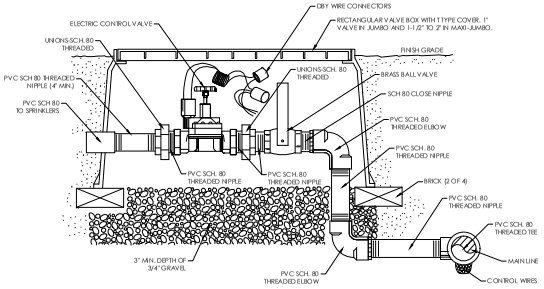
C QUICK COUPLING VALVE
NOT TO SCALE



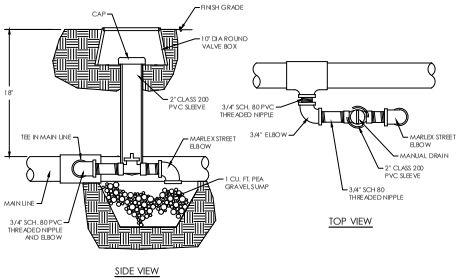
D PIPE TRENCH DETAIL (NEW PAVEMENT AREAS)
NOT TO SCALE



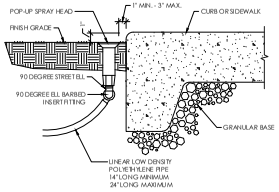
E TRENCH SECTION
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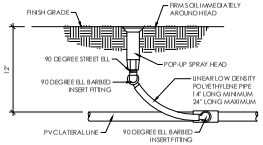
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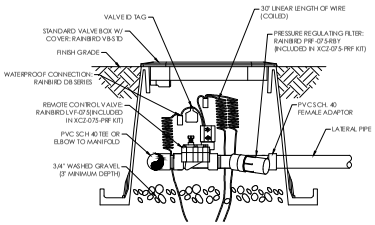
G MANUAL DRAIN VALVE
NOT TO SCALE



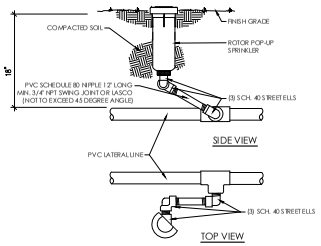
H SPRAY HEAD NEXT TO CURB OR WALK
NOT TO SCALE



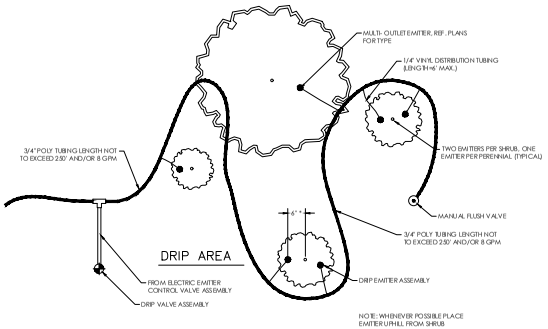
I SPRAY HEAD ASSEMBLY
NOT TO SCALE



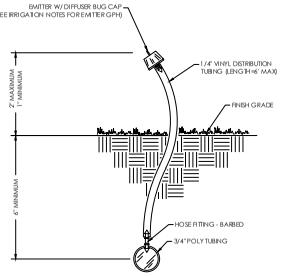
J CONTROL ZONE KIT
NOT TO SCALE



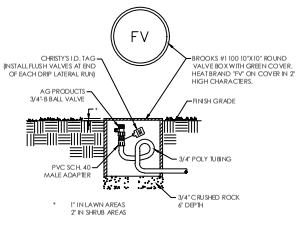
K ROTOR POP-UP HEAD
NOT TO SCALE



L TYPICAL DRIP EMITTER LAYOUT
NOT TO SCALE



M DRIP EMITTER ON VINYL TUBING RISER
NOT TO SCALE



N MANUAL FLUSH VALVE
NOT TO SCALE

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LICENSED LANDSCAPE ARCHITECT
No. 103984
ALAN K. WEAVER
09/06/2022
STATE OF UTAH

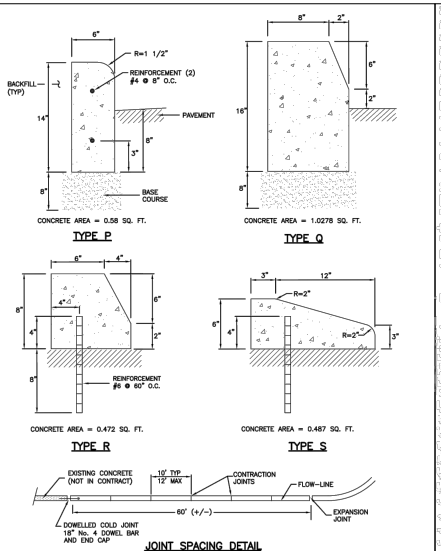
TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
LANDSCAPE DETAILS

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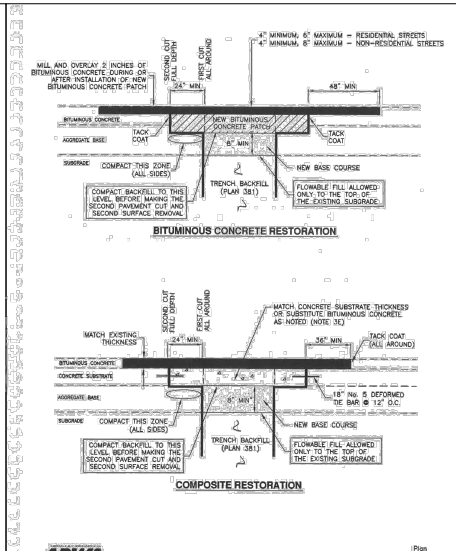
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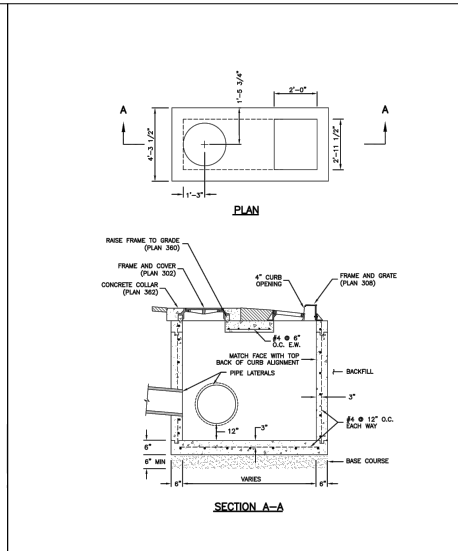
Curbs

November 2009 | 35 | Plan 209



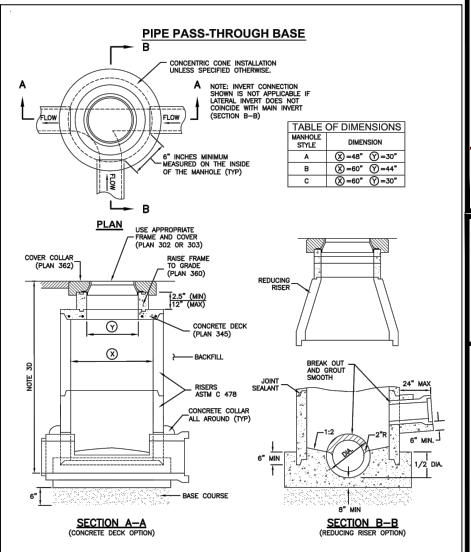
Bituminous pavement T-patch

ADWA Utah Chapter | Plan 255 | November 2015



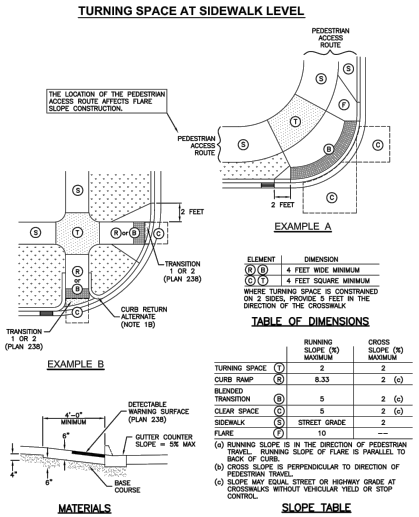
Combination catch basin and cleanout box

March 2011 | 159 | Plan 316



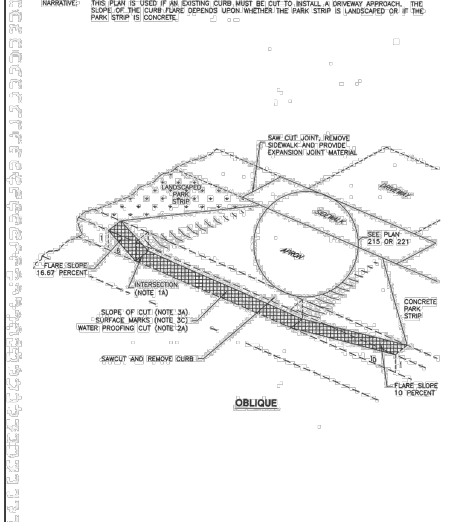
Precast manhole

November 2010 | 189 | Plan 341 Sheet 2 of 2



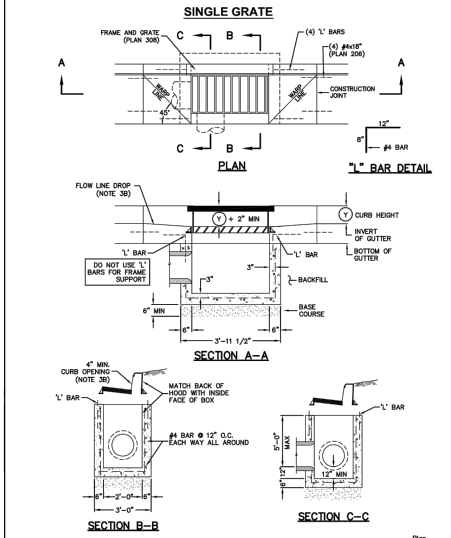
Corner curb cut assembly

September 2011 | 63 | Plan 235 Sheet 1 of 4



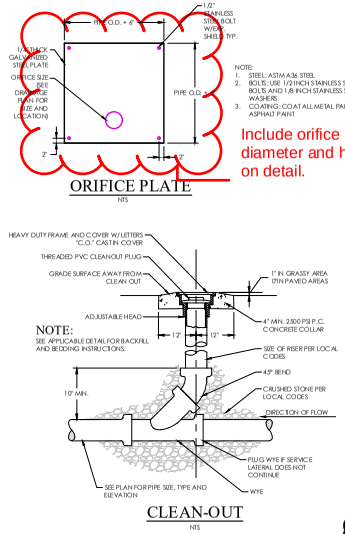
Saw-cut driveway approach

ADWA Utah Chapter | Plan 222 | February 2017



Catch basin

September 2010 | 155 | Plan 315 Sheet 1 of 2



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THOMAS M. ROWNEY No. 8029600-2202 STATE OF UTAH 09/06/22

TOWNS AT UNIVERSITY PARK
CLEARFIELD, UTAH
DETAILS

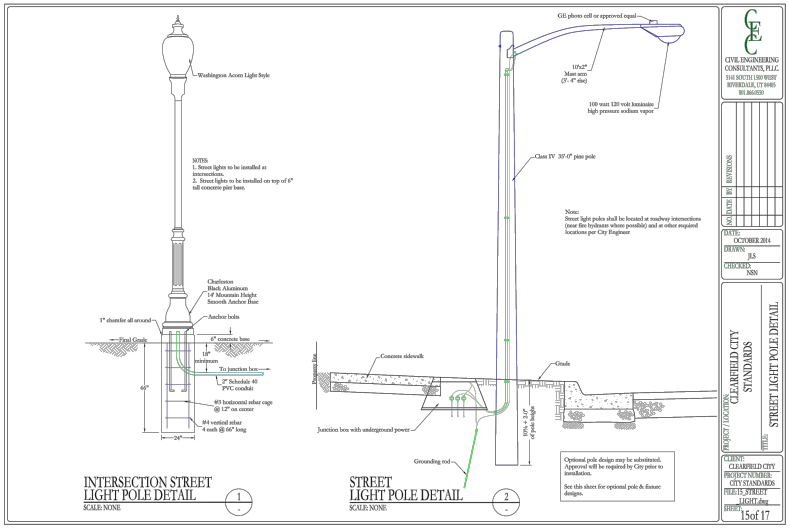
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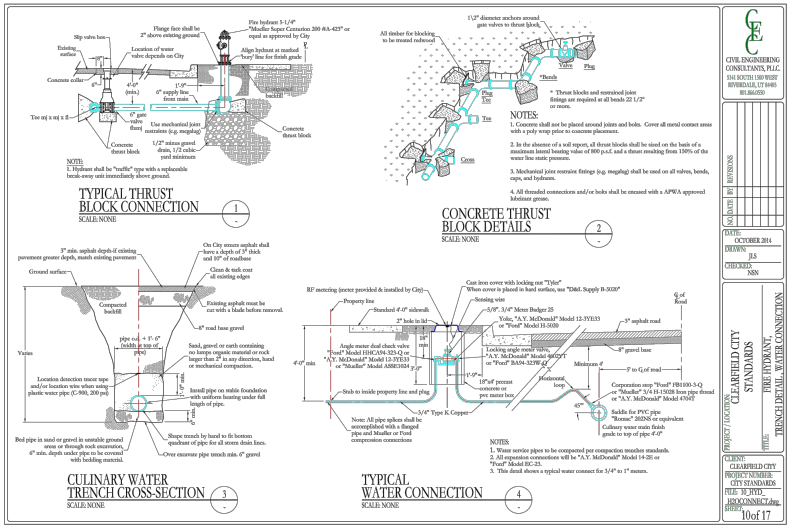
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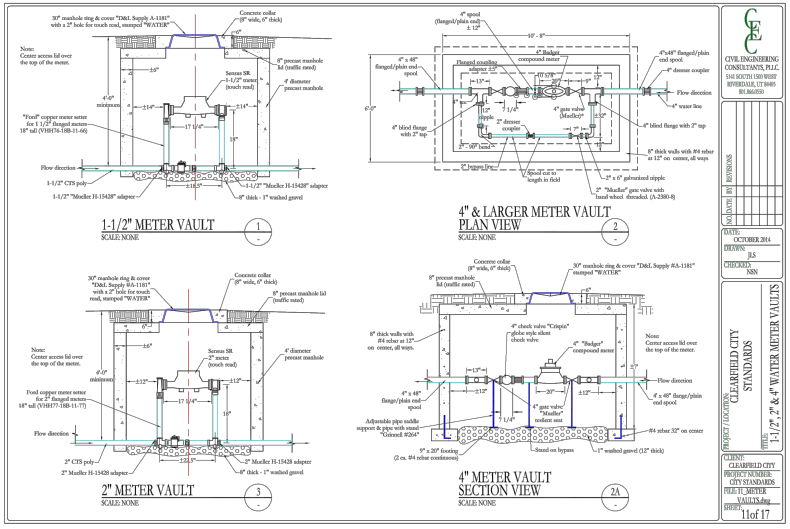
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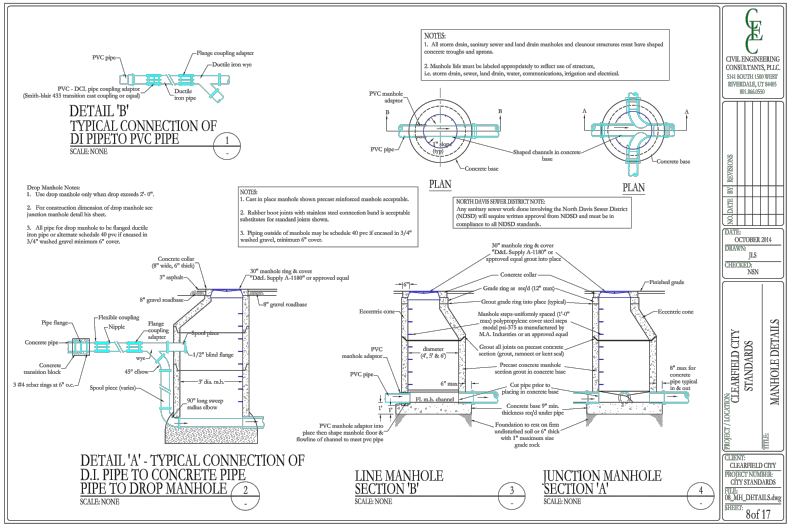
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No. 8029650-2202
THOMAS M. BOWNEY
09/06/22
STATE OF UTAH

TOWNS AT UNIVERSITY PARK

CLEARFIELD, UTAH

DETAILS

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Date: 09/06/22 Job #: 19-0152
Sheet: D2

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Public Works Department
497 South Main Clearfield City, UT 84015
Phone: 801-525-4419

September 15th, 2022

Attn: Brad McIlrath, Senior Planner
Proj: Towns at University Park
Subj: Plan Review 2

Brad,

I have completed my review of the recently submitted plans for Towns at University Park. The plans have several comments that need to be addressed before our recommendation of approval can be given.

Plat

1. Note 7: Clearfield City does not own/maintain utilities in private developments and/or on private streets unless otherwise indicated by the Planning Commission. Please revise the language to reflect that these will be privately owned and maintained.

Plans

1. Reference the attached notes for recommendations on notes to include on plans. Revise language to apply to this project.
2. Include 'Construction Notes' utility, grading, and drainage pages of the plans. Revise language to apply to this project.
3. Please edit building outline on plans to a different color. Current green color conflicts with proposed sewer lines.
4. Remove TBC data, FGD data, and FG data from plan and profiles. Include only on grading plan.
5. A pretreatment device / hydrodynamic separator is required on any inlet right before a detention basin / underground storage device.
6. Sheet C5.0 SDMH#103 indicates 3 inverts of lines coming into the manhole, only 2 lines are shown on the plans.

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7. An orifice plate is required on all outlets from detention ponds / underground storage. Please revise plans to include an orifice plate on underground detention pond.
8. LID Retention requirements need to be included on all detention pond calculations.
9. SSM H #110 and #106 are allowed to be 4' MH rather than 5' MH.
10. Reference / Call out detail for double check RP for irrigation. (C7.0)
11. Only include applicable specs for what is being used on the project (streetlights, different meter sizes, etc…)
12. Please include details and specs for retaining wall on SE corner of site.
13. How will snow stacking work on Cosmo Court?
14. In keeping the theme of proposed street names being school mascots, we suggest Wildcat Lane should be changed to Waldo Lane.
15. Please update engineers cost estimate with any changes made to the plans.

If you have questions, please contact me anytime.
Thanks,

Dayton Newell
Clearfield City Public Works
Staff Engineer
Dayton.newell@clearfieldcity.org
(801) 525-4423 Office

Public Works Department
497 South Main Clearfield City, UT 84015
Phone: 801-525-4419

General Notes:

1. ALL CONSTRUCTION MUST STRICTLY FOLLOW THE STANDARDS AND SPECIFICATIONS SET FORTH BY: GOVERNING UTILITY MUNICIPALITY, GOVERNING CITY OR COUNTY (IF UN-INCORPORATED), INDIVIDUAL PRODUCT MANUFACTURERS, AMERICAN PUBLIC WORKS ASSOCIATION (APWA), AND THE DESIGN ENGINEER. THE ORDER LISTED ABOVE IS ARRANGED BY SENIORITY. IF A CONSTRUCTION PRACTICE IS NOT SPECIFIED BY ANY OF THE LISTED SOURCES, CONTRACTOR MUST CONTACT DESIGN ENGINEER FOR DIRECTION.
2. CONTRACTOR TO STRICTLY FOLLOW GEOTECHNICAL RECOMMENDATIONS FOR THIS PROJECT. ALL GRADING INCLUDING BUT NOT LIMITED TO CUT, FILL, COMPACTION, ASPHALT SECTION, SUBBASE, TRENCH EXCAVATION/BACKFILL, SITE GRUBBING, RETAINING WALLS AND FOOTINGS MUST BE COORDINATED DIRECTLY WITH THE PROJECT GEOTECHNICAL ENGINEER.
3. TRAFFIC CONTROL, STRIPING &' SIGNAGE TO CONFORM TO CURRENT GOVERNING AGENCIES TRANSPORTATION ENGINEER'S MANUAL AND MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
4. ANY AREA OUTSIDE THE LIMIT OF WORK THAT IS DISTURBED SHALL BE RESTORED TO ITS ORIGINAL CONDITION AT NO COST TO OWNER.
5. CONSULT ALL OF THE DRAWINGS AND SPECIFICATIONS FOR COORDINATION REQUIREMENTS BEFORE COMMENCING CONSTRUCTION.
6. AT ALL LOCATIONS WHERE EXISTING PAVEMENT ABUTS NEW CONSTRUCTION, THE EDGE OF THE EXISTING PAVEMENT SHALL BE SAWCUT TO A CLEAN, SMOOTH EDGE.
7. ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH THE MOST RECENT, ADOPTED EDITION OF ADA ACCESSIBILITY GUIDELINES.
8. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING SURE THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS RECEIVED THOROUGHLY REVIEWED PLANS AND OTHER DOCUMENTS APPROVED BY ALL OF THE PERMITTING AUTHORITIES.
9. CONTRACTOR IS RESPONSIBLE FOR SCHEDULING AND NOTIFYING ENGINEER OR INSPECTING AUTHORITY 48 HOURS IN ADVANCE OF COVERING UP ANY PHASE OF CONSTRUCTION REQUIRING OBSERVATION.
10. ANY WORK IN THE PUBLIC RIGHT-OF-WAY WILL REQUIRE PERMITS FROM THE APPROPRIATE CITY, COUNTY OR STATE AGENCY CONTROLLING THE ROAD, INCLUDING OBTAINING REQUIRED INSPECTIONS.
11. ALL DIMENSIONS, GRADES & UTILITY DESIGNS SHOWN ON THE PLANS SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. CONTRACTOR SHALL NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO PROCEEDING WITH CONSTRUCTION FOR NECESSARY PLAN OR GRADE CHANGES.
12. CONTRACTOR MUST VERIFY ALL EXISTING CONDITIONS BEFORE BIDDING AND BRING UP ANY QUESTIONS BEFOREHAND.
13. SITE GRADING SHALL BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE RECOMMENDATIONS SET FORTH BY THE GEOTECHNICAL ENGINEER.
14. CATCH SLOPES SHALL BE GRADED AS SPECIFIED ON GRADING PLANS.
15. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL FLAGGING, CAUTION SIGNS, LIGHTS, BARRICADES, FLAGMEN, AND ALL OTHER DEVICES NECESSARY FOR PUBLIC SAFETY.
16. CONTRACTOR SHALL, AT THE TIME OF BIDDING AND THROUGHOUT THE PERIOD OF THE CONTRACT, BE LICENSED IN THE STATE WHERE THE PROJECT IS LOCATED AND SHALL BE BONDABLE FOR AN AMOUNT EQUAL TO OR GREATER THAN THE AMOUNT BID AND TO DO THE TYPE OF WORK CONTEMPLATED IN THE PLANS AND SPECIFICATIONS. CONTRACTOR SHALL BE SKILLED AND REGULARLY ENGAGED IN THE GENERAL CLASS AND TYPE OF WORK CALLED FOR IN THE PLANS AND SPECIFICATIONS.
17. CONTRACTOR SHALL INSPECT THE SITE OF THE WORK PRIOR TO BIDDING TO SATISFY HIMSELF BY PERSONAL EXAMINATION OR BY SUCH OTHER MEANS AS HE MAY PREFER OF THE LOCATIONS OF THE PROPOSED WORK AND OF THE ACTUAL CONDITIONS OF AND AT THE SITE OF WORK. IF, DURING THE COURSE OF HIS EXAMINATION, A BIDDER FINDS FACTS OR CONDITIONS WHICH APPEAR TO HIM TO BE IN CONFLICT WITH THE LETTER OR SPIRIT OF THE PROJECT PLANS AND SPECIFICATIONS, HE SHALL CONTACT THE ENGINEER FOR ADDITIONAL INFORMATION AND EXPLANATION BEFORE SUBMITTING HIS BID. SUBMISSION OF A BID BY THE CONTRACTOR SHALL CONSTITUTE ACKNOWLEDGMENT THAT, IF AWARDED THE CONTRACT, HE HAS RELIED AND IS RELYING ON HIS OWN EXAMINATION OF (1) THE SITE OF THE WORK, (2) ACCESS TO THE SITE, AND (3) ALL OTHER DATA AND MATTERS REQUISITE TO THE FULFILLMENT OF THE WORK AND ON HIS OWN KNOWLEDGE OF EXISTING FACILITIES ON AND IN THE VICINITY OF THE SITE OF THE WORK TO BE CONSTRUCTED UNDER THIS CONTRACT. THE INFORMATION PROVIDED BY THE ENGINEER IS NOT INTENDED TO BE A SUBSTITUTE FOR, OR A SUPPLEMENT TO, THE INDEPENDENT VERIFICATION BY THE CONTRACTOR TO THE EXTENT SUCH INDEPENDENT INVESTIGATION OF SITE CONDITIONS IS DEEMED NECESSARY OR DESIRABLE BY THE CONTRACTOR. CONTRACTOR SHALL ACKNOWLEDGE THAT HE HAS NOT RELIED SOLELY UPON OWNER- OR ENGINEER-FURNISHED INFORMATION REGARDING SITE CONDITIONS IN PREPARING AND SUBMITTING HIS BID.
18. CONTRACTOR SHALL BE RESPONSIBLE TO PROVIDE ALL WATER, POWER, SANITARY FACILITIES AND TELEPHONE SERVICES AS REQUIRED FOR THE CONTRACTOR'S USE DURING CONSTRUCTION.
19. CONTRACTOR SHALL BE HELD RESPONSIBLE FOR ANY FIELD CHANGES MADE WITHOUT PRIOR WRITTEN AUTHORIZATION FROM THE OWNER, ENGINEER, AND/OR GOVERNING AGENCIES.
20. CONTRACTOR SHALL EXERCISE DUE CAUTION AND SHALL CAREFULLY PRESERVE BENCH MARKS, CONTROL POINTS, REFERENCE POINTS AND ALL SURVEY STAKES, AND SHALL BEAR ALL EXPENSES FOR REPLACEMENT AND/OR ERRORS CAUSED BY THEIR UNNECESSARY LOSS OR DISTURBANCE.
21. CONTRACTOR SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOBSITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER AND ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR THE ENGINEER.
22. CONTRACTOR SHALL BE RESPONSIBLE FOR ADEQUATELY SCHEDULING INSPECTION AND TESTING OF ALL FACILITIES CONSTRUCTED UNDER THIS CONTRACT. ALL TESTING SHALL CONFORM TO THE REGULATORY AGENCY'S STANDARD SPECIFICATIONS. ALL TESTING AND INSPECTION SHALL BE PAID FOR BY THE OWNER; ALL RE-TESTING AND/OR RE-INSPECTION SHALL BE PAID FOR BY THE CONTRACTOR.
23. IF EXISTING IMPROVEMENTS NEED TO BE DISTURBED AND/OR REMOVED FOR THE PROPER PLACEMENT OF IMPROVEMENTS TO BE CONSTRUCTED BY THESE PLANS, THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING EXISTING IMPROVEMENTS FROM DAMAGE. COST OF REPLACING OR REPAIRING EXISTING IMPROVEMENTS SHALL BE INCLUDED IN THE UNIT PRICE BID FOR ITEMS

CONTRACTOR.

23. IF EXISTING IMPROVEMENTS NEED TO BE DISTURBED AND/OR REMOVED FOR THE PROPER PLACEMENT OF IMPROVEMENTS TO BE CONSTRUCTED BY THESE PLANS, THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING EXISTING IMPROVEMENTS FROM DAMAGE. COST OF REPLACING OR REPAIRING EXISTING IMPROVEMENTS SHALL BE INCLUDED IN THE UNIT PRICE BID FOR ITEMS REQUIRING REMOVAL AND/OR REPLACEMENT. THERE WILL BE NO EXTRA COST DUE TO THE CONTRACTOR FOR REPLACING OR REPAIRING EXISTING IMPROVEMENTS.
24. WHENEVER EXISTING FACILITIES ARE REMOVED, DAMAGED, BROKEN, OR CUT IN THE INSTALLATION OF THE WORK COVERED BY THESE PLANS OR SPECIFICATIONS, SAID FACILITIES SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE WITH MATERIALS EQUAL TO OR BETTER THAN THE MATERIALS USED IN THE ORIGINAL EXISTING FACILITIES. THE FINISHED PRODUCT SHALL BE SUBJECT TO THE APPROVAL OF THE OWNER, THE ENGINEER, AND THE RESPECTIVE REGULATORY AGENCY.
25. CONTRACTOR SHALL MAINTAIN A NEATLY MARKED SET OF FULL-SIZE AS-BUILT RECORD DRAWINGS SHOWING THE FINAL LOCATION AND LAYOUT OF ALL STRUCTURES AND OTHER FACILITIES. AS-BUILT RECORD DRAWINGS SHALL REFLECT CHANGE ORDERS, ACCOMMODATIONS, AND ADJUSTMENTS TO ALL IMPROVEMENTS CONSTRUCTED. WHERE NECESSARY, SUPPLEMENTAL DRAWINGS SHALL BE PREPARED AND SUBMITTED BY THE CONTRACTOR. PRIOR TO ACCEPTANCE OF THE PROJECT, THE CONTRACTOR SHALL DELIVER TO THE ENGINEER ONE SET OF NEATLY MARKED AS-BUILT RECORD DRAWINGS SHOWING THE INFORMATION REQUIRED ABOVE. AS-BUILT RECORD DRAWINGS SHALL BE REVIEWED AND THE COMPLETE AS-BUILT RECORD DRAWING SET SHALL BE CURRENT WITH ALL CHANGES AND DEVIATIONS REDLINED AS A PRECONDITION TO THE FINAL PROGRESS PAYMENT APPROVAL AND/OR FINAL ACCEPTANCE.
26. WHERE THE PLANS OR SPECIFICATIONS DESCRIBE PORTIONS OF THE WORK IN GENERAL TERMS BUT NOT IN COMPLETE DETAIL, IT IS UNDERSTOOD THAT ONLY THE BEST GENERAL PRACTICE IS TO PREVAIL AND THAT ONLY MATERIALS AND WORKMANSHIP OF THE HIGHEST QUALITY ARE TO BE USED.
27. CONTRACTOR SHALL BE SKILLED AND REGULARLY ENGAGED IN THE GENERAL CLASS AND TYPE OF WORK CALLED FOR IN THE PROJECT PLANS AND SPECIFICATIONS. THEREFORE, THE OWNER IS RELYING UPON THE EXPERIENCE AND EXPERTISE OF THE CONTRACTOR. PRICES PROVIDED WITHIN THE CONTRACT DOCUMENTS SHALL INCLUDE ALL LABOR AND MATERIALS NECESSARY AND PROPER FOR THE WORK CONTEMPLATED AND THAT THE WORK BE COMPLETED IN ACCORDANCE WITH THE TRUE INTENT AND PURPOSE OF THESE PLANS AND SPECIFICATIONS. THE CONTRACTOR SHALL BE COMPETENT, KNOWLEDGEABLE AND HAVE SPECIAL SKILLS IN THE NATURE, EXTENT AND INHERENT CONDITIONS OF THE WORK TO BE PERFORMED. CONTRACTOR SHALL ALSO ACKNOWLEDGE THAT THERE ARE CERTAIN PECULIAR AND INHERENT CONDITIONS EXISTENT IN THE CONSTRUCTION OF THE PARTICULAR FACILITIES WHICH MAY CREATE, DURING THE CONSTRUCTION PROGRAM, UNUSUAL OR UNSAFE CONDITIONS HAZARDOUS TO PERSONS, PROPERTY AND THE ENVIRONMENT. CONTRACTOR SHALL BE AWARE OF SUCH PECULIAR RISKS AND HAVE THE SKILL AND EXPERIENCE TO FORESEE AND TO ADOPT PROTECTIVE MEASURES TO ADEQUATELY AND SAFELY PERFORM THE CONSTRUCTION WORK WITH RESPECT TO SUCH HAZARDS.
28. CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF ALL STRIPING AND/OR PAVEMENT MARKINGS NECESSARY TO TIE EXISTING STRIPING INTO FUTURE STRIPING. METHOD OF REMOVAL SHALL BE BY GRINDING OR SANDBLASTING.
29. CONTRACTOR SHALL PROVIDE ALL SHORING, BRACING, SLOPING OR OTHER PROVISIONS NECESSARY TO PROTECT WORKMEN FOR ALL AREAS TO BE EXCAVATED TO A DEPTH OF 4 FEET OR MORE. FOR EXCAVATIONS 4 FEET OR MORE IN DEPTH, THE CONTRACTOR SHALL COMPLY WITH LOCAL, STATE AND NATIONAL SAFETY CODES, ORDINANCES. OR REQUIREMENTS FOR EXCAVATION AND TRENCHES.
30. ALL EXISTING GATES AND FENCES TO REMAIN UNLESS OTHERWISE NOTED ON PLANS. PROTECT ALL GATES AND FENCES FROM DAMAGE

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Utility Notes:

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

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Notice to Contractor:

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

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

NOTE:
1. SAWCUT EXISTING ASPHALT INSIDE FROM OUTER EDGE FOR TACK SEAL OF NEW ASPHALT
2. CONTRACTOR TO VERIFY 2% MIN. AND 5% MAX SLOPE FROM EDGE OF ASPHALT TO LIP OF GUTTER

Survey Control Note:

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

Erosion Control General Notes:

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

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

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

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

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

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Maintenance:

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

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

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

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

EXPOSED SLOPES:

ANY EXPOSED SLOPE THAT WILL REMAIN UNTOUCHED FOR LONGER THAN 14 DAYS MUST BE STABILIZED BY ONE OR MORE OF THE FOLLOWING METHODS:

A) SPRAYING DISTURBED AREAS WITH A TACKIFIER VIA HYDROSEED
B) TRACKING STRAW PERPENDICULAR TO SLOPES
C) INSTALLING A LIGHT-WEIGHT, TEMPORARY EROSION CONTROL BLANKET

Zone Data

ZONE R-1-6

LOT SIZE: 6000 S.F. MIN.
FRONT YARD SETBACK: 20'
SIDE YARD SETBACK: 6' EACH SIDE SIDE YARD (CORNER LOT) SETBACK: 20' REAR YARD SETBACK: 20'

North Davis Fire District Notes:

1. THE MINIMUM FIRE FLOW REQUIREMENT IS 1500 GALLONS PER MINUTE FOR 60 CONSECUTIVE MINUTES FOR RESIDENTIAL ONE AND TWO FAMILY DWELLINGS. FIRE FLOW REQUIREMENTS MAY BE INCREASED FOR RESIDENTIAL ONE & TWO FAMILY DWELLINGS WITH A BUILDING FOOTPRINT EQUA TO OR GREATER THAN 3,600 SQ. FT. OR OTHER BUILDINGS.
2. FIRE HYDRANTS AND ACCESS ROADS SHALL BE INSTALLED PRIOR TO CONSTRUCTION OF ANY BUILDINGS. ALL HYDRANTS SHALL BE PLACED WITH THE 4.5" CONNECTION FACING THE POINT OF ACCESS FOR FIRE DEPARTMENT APPARATUS.
3. PRIOR TO BEGINNING CONSTRUCTION OF ANY BUILDINGS, A FIRE FLOW TEST OF THE NEW HYDRANTS SHALL BE CONDUCTED TO VERIFY THE ACTUAL FIRE FLOW FOR THIS PROJECT. THE FIRE PREVENTION DIVISION OF THIS FIRE DISTRICT SHALL WITNESS THIS TEST AND SHALL BE NOTIFIED A MINIMUM OF 48 HOURS PRIOR TO THE TEST.
4. ALL FIRE APPARATUS ACCESS ROADS SHALL BE A MINIMUM ALL-WEATHER, DRIVABLE, AND MAINTAINABLE SURFACE. THERE SHALL BE A MINIMUM CLEAR AND UNOBSTRUCTED WIDTH OF NOT LESS THAN 26 FT AND AN UNOBSTRUCTED VERTICAL CLEARANCE OF NOT LESS THAN 13'-6". DEAD-END ROADS CREATED IN EXCESS OF 150 FEET IN LENGTH SHALL BE PROVIDED WITH AN APPROVED TURN-AROUND.
5. IF GRADES EXCEED 8%, APPROVAL FROM THE CITY ENGINEER AND THE FIRE DISTRICT IS REQUIRED.

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Construction Notes:

1) ALL CONSTRUCTION IS TO CONFORM TO THE STANDARD DRAWINGS AND SPECIFICATIONS OF CLEARFIELD CITY.
2) EXISTING SANITARY SEWER PIPING AND STORM WATER PIPING IN THIS NEW PHASE MUST BE VIDEO INSPECTED AND BAD SPOTS NOTED FOR REPAIR. THE VIDEO NEEDS TO BE SUBMITTED TO THE PUBLIC WORKS DEPARTMENT.
3) 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, LANDSCAPE REPLACEMENT, SITE LIGHTING, DUMPSTER SCREENING, CONCRETE IMPROVEMENT, ETC.
4) EXISTING STORM WATER CATCH BASINS TO HAVE HOODED BOX LIDS INSTALLED.
5) NO NATIVE CLAY BACKFILL WILL BE APPROVED FOR RE-USE IN THE EXCAVATED TRENCHES.
6) ALL EXISTING DITCHES THAT ARE BEING FILLED IN, MUST HAVE STRUCTURAL FILL IN ALL RIGHT-OF-WAY AND BUILDING FOOTPRINTS.
7) PROVIDE 18" CLEARANCE FOR WATER LATERALS CROSSING OVER SANITARY SEWER.
8) MAINTAIN 4' MINIMUM COVER OVER WATER LINE.