



## Community Development

PLANNING, BUILDING INSPECTIONS,  
CUSTOMER SERVICE, AND CODE COMPLIANCE

### CLEARFIELD CITY PLANNING COMMISSION MEETING AGENDA

Notice is hereby given that the Clearfield City Planning Commission will hold a regularly scheduled meeting at **7:00 P.M., Wednesday, December 7, 2022**, on the **3<sup>rd</sup> floor** in the City Council Chambers of the Clearfield City Municipal Building, located at 55 S. State Street, Clearfield, UT 84015.

#### **WORK SESSION – 6:30 PM – Executive Conference Room**

Review of agenda items to address questions.

#### **REGULAR SESSION – 7:00 PM- Council Chambers**

- CALL TO ORDER - PLEDGE OF ALLEGIANCE
- PLANNING COMMISSION CHAIR STATEMENT
- APPROVAL OF MINUTES:
  - June 1, 2022
  - June 15, 2022

#### **DECISION ITEMS**

##### **Scheduled Items**

1. Discussion and Possible Action on **CUP 2022-110144**, a conditional use permit request by Ramesh J. Wettasinghe to operate a dog boarding and grooming facility at the subject location. **Location:** 936 W. 1700 S. Suite A (TIN: 12-508-0022). **Parcel Area:** 1.72 Acres **Zone:** C-2 (Commercial). **Staff:** Tyson Stoddard, Planner I (**Administrative Action**).
2. Discussion and Possible Action on **SP 2022-110145**, a site plan request by Richard Higginson with Penguin Insulation to construct a 2,500 square foot addition to the existing building at the subject property. **Location:** 145 W. 200 S. (TIN: 12-022-0048). **Parcel Area:** 0.95 Acres. **Zone:** M-1 (Manufacturing). **Staff:** Tyson Stoddard, Planner I (**Administrative Action**).
3. Discussion and Possible Action on **SP 2022-110146**, a site plan request by Jared Schofield with Jennmar to construct a 12,000 square foot storage building at the subject property. **Location:** 635 S. 175 E. (TIN: 12-821-0002). **Parcel Area:** 0.67 Acres. **Zone:** M-1 (Manufacturing). **Staff:** Tyson Stoddard, Planner I (**Administrative Action**).
4. Discussion and Possible Action on a proposed **Planning Commission Meeting Schedule** for the 2023 calendar year. **Staff:** Brad McIlrath, Senior Planner (**Administrative Action**).

#### **DISCUSSION ITEMS**

1. Staff Discussion
2. Staff Communications
3. Commissioner's Minute

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

Dated this 30<sup>th</sup> day of November 2022.  
/s/Brad McIlrath, Senior Planner

Meetings of the Planning Commission of Clearfield City may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207 as amended. In such circumstances, contact will be established and maintained via electronic means and the meetings will be conducted pursuant to the Electronic Meetings Policy established in City Code § 1-6-4H for electronic meetings.

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

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

1 **CLEARFIELD PLANNING COMMISSION MEETING**

2 June 1, 2022

3 6:30 P.M. – Work Session

4  
5 PRESIDING: Chris Uccardi Chair

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

15 ABSENT: Megan Ratchford Commissioner  
16 Amber Brink Youth Commission Ambassador  
17

18 STAFF PRESENT: Shawn Robinson Assistant City Attorney  
19 Spencer Brimley Community Development Director  
20 Brad McIlrath Senior Planner  
21 Tyson Stoddard Planner I  
22

23 VISITORS:  
24

25 Chair Uccardi called the meeting to order at 6:30 p.m.  
26

27 DISCUSSION ON THE APPROVAL OF MINUTES FOR THE JUNE 2, 2021, AND JUNE 16,  
28 2021, PLANNING COMMISSION MEETINGS.  
29

30 The Commission identified a discrepancy in the marking of attendance of the June 2<sup>nd</sup> meeting.  
31 Staff made a note to correct the attendance.  
32

33 DISCUSSION ON PSP & FSP 2022-040043, A PRELIMINARY AND FINAL SUBDIVISION  
34 PLAT REQUEST BY MARK GARZA WITH CLEARFIELD FLEX FOR A 15-LOT  
35 SUBDIVISION TO CREATE COMMERCIAL CONDOMINIUMS. LOCATION: 340 WEST  
36 1700 SOUTH (ANTELOPE DR.) (TIN: 12-940-0001). PARCEL AREA: 3.95 ACRES. ZONE:  
37 C-2 (COMMERCIAL). STAFF: TYSON STODDARD, PLANNER I (ADMINISTRATIVE  
38 ACTION).  
39

40 The Commission and staff discussed the following items relevant to PSP & FSP 2022-040043:

- 41 • With 14 separate ownership units being created, the ability to operate a business that
- 42 required multiple units. The ability to run one business out of multiple units would be
- 43 possible, either by owning or renting multiple units and retrofitting the space to do so.
- 44 • That a condominium can refer to a commercial property or a residential property. With
- 45 this subdivision, they were creating condominiums for commercial uses.
- 46 • Maintenance responsibilities for common areas as specified in the HOA documents.

- Commissioner Fullmer asked if the city should be concerned that the sizes of the units were large, given that demand for the commercial space has gone down. Mr. Stoddard responded that there was a trend for retail spaces to be smaller. He explained that the development was more of an office/warehouse flex and that warehouse uses generally require more space.

DISCUSSION ON PSP 2022-040042, A PRELIMINARY SUBDIVISION PLAT REQUEST BY BROCK JOHNSTON WITH ALTA HOMES FOR A 43-LOT SUBDIVISION FOR TOWNHOMES AND A COMMERCIAL DEVELOPMENT. LOCATION: APPROXIMATELY 938 S. UNIVERSITY PARK BLVD. (TIN: 09-302-0009). PARCEL AREA: 3.46 ACRES. ZONE: R-3 (RESIDENTIAL) AND C-2 (COMMERCIAL). STAFF: TYSON STODDARD, PLANNER I (ADMINISTRATIVE ACTION).

The Commission and staff discussed the following items relevant to PSP 2022-040042:

- Residential and commercial subdivision.
- Vertical construction of commercial building to commence before occupancy granted for the last 10 townhomes.
- Shared access easement needed for the existing office and the proposed development.

DISCUSSION ON SP 2022-040118, A SITE PLAN REQUEST BY BROCK JOHNSTON WITH ALTA HOMES FOR A 40-UNIT TOWNHOME DEVELOPMENT. LOCATION: APPROXIMATELY 938 S. UNIVERSITY PARK BLVD. (TIN: 09-302-0009). PROJECT AREA: 2.74 ACRES OF 3.46 TOTAL ACRES. ZONE: R-3 (RESIDENTIAL). STAFF: TYSON STODDARD, PLANNER I (ADMINISTRATIVE ACTION).

The Commission and staff discussed the following items relevant to SP 2022-040118:

- Site plan just for the townhome development. Commercial site plan forthcoming.
- Adding architectural variety to the rooflines.
- Retaining wall to be installed along University Park Blvd.

DISCUSSION ON SP 2022-050119, A SITE PLAN REQUEST BY THE NORTH DAVIS FIRE DISTRICT TO CONSTRUCT A NEW STATION 42 FIRE STATION. LOCATION: 88 EAST CENTER STREET (TIN: 12-756-0002). PARCEL AREA: 1.42 ACRES. ZONE: CV (CIVIC). STAFF: BRAD MCILRATH, SENIOR PLANNER (ADMINISTRATIVE ACTION).

The Commission and staff discussed the following items relevant to SP 2022-050119:

- The number of trees proposed and the need to add more.
- The Fire District temporarily operating out of the Freeport Center.
- Relocation of the City Hall sign that is currently on the Fire District Property.

**Chair Uccardi moved to adjourn the meeting. Seconded by Commissioner Fullmer.**



**CLEARFIELD PLANNING COMMISSION MEETING**

June 1, 2022

7:00 P.M. – Regular Session

**PRESIDING:** Chris Uccardi Chair

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

**ABSENT:** Megan Ratchford Commissioner  
Amber Brink Youth Commission Ambassador

**STAFF PRESENT:** Shawn Robinson City Attorney  
Spencer Brimley Community Development Director  
Brad McIlrath Senior Planner  
Tyson Stoddard Planner I

**VISITORS:** Brock Johnston

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

Planning Commission Chair Statement.

**APPROVAL OF MINUTES FOR THE JUNE 2, 2021, AND JUNE 16, 2021, PLANNING COMMISSION MEETINGS.**

**Commissioner Murray moved to approve the minutes subject to the corrections identified in the work session.**

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

**DISCUSSION AND APPROVAL OF PSP 2022-040043 AND RECOMMENDATION TO THE CITY COUNCIL FOR APPROVAL OF FSP 2022-040043, A PRELIMINARY AND FINAL SUBDIVISION PLAT REQUEST BY MARK GARZA WITH CLEARFIELD FLEX FOR A 15-LOT SUBDIVISION TO CREATE COMMERCIAL CONDOMINIUMS. LOCATION: 340 WEST 1700 SOUTH (ANTELOPE DR.) (TIN: 12-940-0001). PARCEL AREA: 3.95 ACRES. ZONE: C-2 (COMMERCIAL). STAFF: TYSON STODDARD, PLANNER I (ADMINISTRATIVE ACTION).**

Tyson Stoddard, Planner I, presented the following facts:

- Three building office/warehouse commercial development
- Site plan approval: granted in July 2020
- Construction nearing completion
- Request is to subdivide the property
  - Create 14 commercial condominiums
  - Proposed units approximately 3,300 to 5,100 square feet
  - Provides for separate ownership of the units, and will create a nonprofit owners association
- Showed aerial image and zoning
- Showed proposed subdivision plat
- Reviewed analysis of private covenants and restrictions

Commissioner Bloomfield said he was concerned about the language in the engineering review letter that reference private drives and a parking lot because in this case there were no private drives. Mr. McIlrath explained that the engineering comment was using common language that they provide in their reviews, and that in this review they were referring to the parking lot.

**Commissioner Fullmer moved to approve the preliminary subdivision plat, subject to the following conditions.**

- 1. The plat shall be revised to include addresses for the condominiums.**
- 2. Plans shall be revised to address Clearfield City Planning and Engineering comments and requirements prior to obtaining final signatures and recording the plat.**
- 3. The final subdivision plat shall include any necessary changes as outlined in this report or required by applicable local agencies.**
- 4. The private covenants and restrictions required (pursuant to 11-13-24 of the city Land Use Ordinance), any amendment, and any instrument affecting the property or any unit therein, shall be approved by the city attorney, planning commission, and city council, and shall be recorded with the county recorder.**

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

**Commissioner Fullmer moved to forward a recommendation of approval to the City Council for the final subdivision plat, subject to the discussion and recommendations from the staff report.**

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

DISCUSSION AND APPROVAL OF PSP 2022-040042, A PRELIMINARY SUBDIVISION PLAT REQUEST BY BROCK JOHNSTON WITH ALTA HOMES FOR A 43-LOT SUBDIVISION FOR TOWNHOMES AND A COMMERCIAL DEVELOPMENT. LOCATION: APPROXIMATELY 938 S. UNIVERSITY PARK BLVD. (TIN: 09-302-0009). PARCEL AREA: 3.46 ACRES. ZONE: R-3 (RESIDENTIAL) AND C-2 (COMMERCIAL). STAFF: TYSON STODDARD, PLANNER I (ADMINISTRATIVE ACTION).

1  
2 Tyson Stoddard, Planner I, presented the following facts:

- 3
- 4 • General Plan: Mixed Use
- 5 • Rear 2.74 acres (of 3.46 total acres) rezoned to R-3 (Residential) from C-2 (Commercial)
- 6 • Rezone approved subject to a Development Agreement outlining:
  - 7 - Maximum residential density of 16 units per acre
  - 8 - Limited to townhomes, no multi-family apartment buildings
  - 9 - Maximum of two-stories above grade, maximum unit connection of 6 townhomes
  - 10 - 30' building separation not to apply
  - 11 - Commercial building of at least 8,000 square feet required that shall be in the stage of
  - 12 vertical construction before the city grants occupancy of the final 10 residential
  - 13 townhomes.
- 14 • Showed aerial image and zoning
- 15 • Subdividing property (40 lots for townhomes, parcel areas for common areas and
- 16 commercially zoned portion)
- 17 • Phase 1- Commercial portion and 22 townhomes
- 18 • Phase 2- Remaining 18 townhomes
- 19 • Subject property part of existing Hillside Park Subdivision, requiring an amendment to
- 20 the plat
- 21 • Private townhome lots
- 22 • Shared common area
- 23 • Private streets network with right-of-way width of 27'
- 24 • Reviewed by Engineering. Comment letter provided as attachment to the Staff Report.
- 25 • As a project that will include common areas and private streets to be maintained by the
- 26 homeowners, CC&R's have been submitted for review.
- 27

28 Commissioner Fullmer asked if the applicant's plans included 220-volt outlets for electric  
29 charging stations in the garages. Mr. Stoddard responded that they hadn't submitted that with  
30 their plans. Brad McIlrath, Senior Planner, responded that they may be planning on 220-volt  
31 outlets, but he was unsure because that level of detail wasn't provided in their plans.

32  
33 Commissioner Bloomfield asked why some of the setback and building separation standards were  
34 changed. Mr. McIlrath responded that those changes were requested by the developer when the  
35 development agreement was approved. He also explained that a distance of less than 30' feet for  
36 building separation was very common in townhome developments.

37  
38 Commissioner Bloomfield said we was concerned that he didn't see any area designated for snow  
39 storage and stacking. Mr. Stoddard responded that one of the comments from the engineering  
40 letter addressed snow stacking and that the plans would have to be revised to include a snow  
41 stacking area in the plans.

42  
43 Commissioner Mortensen asked if there was going to be an indoor mailroom or if the mail would  
44 go door to door. Mr. Stoddard responded that he didn't see that level of detail provided in the  
45 plans but perhaps the applicant could respond to the question. Brock Johnston, with Alta Homes,  
46 responded that for this type of development he was anticipating cluster mailboxes, but he

typically would together with the postmaster to see how they want it. Commissioner Mortensen explained that he was a mail carrier. He explained that cluster mailboxes were good, but it was difficult to control the trash, and he stated that cluster mailboxes weren't covered. He gave an example of Pepper Ridge Apartments, stating that theirs was clustered all at the front near the entrance to the property and it was horrible. Brock Johnston replied that usually he worked on single-family projects, and that the last thing he wanted at the entrance to the community was a bunch of mailboxes. He continued, saying that his preference would be how have them in different spots throughout the community.

Brock Johnston then asked about staff's recommendation for fencing around the perimeter of the development. He wanted to make sure that the suggested fencing was only along the North and Northeast property lines where the existing office buildings had parking. Mr. Stoddard confirmed that was the recommendation.

**Commissioner Browning moved to approve PSP 2022-040042, a preliminary subdivision plat request by Brock Johnston with Alta Homes for a 43-lot subdivision for townhomes and a commercial development, subject to the following conditions.**

- 1. The plat shall be revised to include addresses for the townhomes.**
- 2. A shared access easement between the subject property and the existing office building to the north will need to be recorded on the plat.**
- 3. The plat shall be revised to address Clearfield City Engineering comments as provided in the attached letter dated May 10th, 2022.**
- 4. A copy of the Covenants, Conditions, and Restrictions for the homeowner's association will need to be provided upon final subdivision plat submittal.**

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

DISCUSSION AND APPROVAL OF SP 2022-040118, A SITE PLAN REQUEST BY BROCK JOHNSTON WITH ALTA HOMES FOR A 40-UNIT TOWNHOME DEVELOPMENT.  
LOCATION: APPROXIMATELY 938 S. UNIVERSITY PARK BLVD. (TIN: 09-302-0009).  
PROJECT AREA: 2.74 ACRES OF 3.46 TOTAL ACRES. ZONE: R-3 (RESIDENTIAL).  
STAFF: TYSON STODDARD, PLANNER I (ADMINISTRATIVE ACTION).

Tyson Stoddard, Planner I, presented the following facts:

- R-3 Zone Setback, Height, Yard Coverage
  - Front: 25 feet (Reduced to 20' with development agreement)
  - Rear: 30 feet for multi-family dwellings (Reduced to 20' with development agreement)
  - Side: 10 feet for multi-family dwellings
  - Corner Side: 15 feet
  - Building Separation: 30 feet (shall not apply as written in the development agreement)
  - Maximum Height: 35 feet (development agreement specifies townhomes not to exceed two-stories above grade)
  - Maximum Yard Coverage: 45%

- Development COMPLIES with all the above standards for the R-3 Zone or as agreed in the development agreement
- Site Access and Parking
  - Vehicular and Pedestrian Access from University Park Blvd.
  - Pedestrian connectivity needed from townhome sidewalk network to sidewalk coming into development off University Park Blvd.
  - 2.125 spaces per unit, 85 spaces required. 101 stalls provided.
  - Minimum requirement of 1 Van Accessible ADA parking space.
- Landscape Data Table shows total landscape area of 41,928 square feet.
- Table needs to be updated to show townhome portion meets open space requirement for the 2.74 acres in the R-3 Zone.
- Irrigation Plan needed.
- Need to update plans to meet current landscaping standards.
- Plans not indicating any fencing.
- As outlined in the R-3 Zone, “walls or fences may be required around all multi-family developments. The height, type, location, and materials of such walls and fences shall be approved by the Planning Commission as part of the site plan review.”
- Staff recommends 6’ opaque fence along the north and west property lines to provide a buffer between the side and front yards of the townhomes and existing parking lots.
- Floor plans avg. square footage of 1,733 sf (not less than 1,060 sf).
- Minimum 2 car garage (Staff measures garages at 425 sf).
- Permitted exterior building material of fiber cement board.
- Material and color sheet needs to be submitted.
- Roofline Variation- every 50’.

**Commissioner Browning moved to approve SP 2022-040042, a site plan request by Brock Johnston with Alta Homes for a 40-unit townhome and development, subject to the following conditions.**

- 1. The site plan shall comply with all aspects and provisions of the Development Agreement for Towns at University Park Mixed Use Project.**
- 2. Twenty-five percent (25%) of the total townhome project area shall be provided as landscaped open space. The landscape plans and the data table will need to be updated to show that the townhome portion of the development is meeting the open space requirement for the 2.74 acres that are in the R-3 Zone.**
- 3. An irrigation plan will need to be submitted to accompany the landscape plan to confirm compliance with landscaping standards and requirements.**
- 4. The exact number of trees and shrubs required will be based on the total landscape area within the 2.74 acres for the townhomes. An updated landscape plan shall be submitted with a data table to show quantities specific to the townhome portion of the development.**
- 5. The plant sizes for the Chanticleer Flowering Pear tree and several listed shrubs will need to be changed to meet the updated landscaping standards and requirements for minimum size at installation.**
- 6. The landscape plan needs to be updated to remove turf in areas less than eight feet (8’) wide and show the square footage and percentage of turf grass to verify that the**

- 1        **proposed turf does not exceed the allowable amount of fifteen percent (15%) of the**  
2        **total landscaped area outside of active recreation areas.**
- 3        **7. The plans will need to be revised to provide a dumpster enclosure or enclosures for**  
4        **the townhomes or indicate if individual trash cans will be used for each townhome**  
5        **unit.**
- 6        **8. To provide privacy and screening from existing parking for the future residents, the**  
7        **development shall provide a solid opaque six-foot (6') fence along the north and west**  
8        **property lines to provide a buffer between the side and front yards of the townhomes**  
9        **and the existing parking lots of the commercial office buildings.**
- 10       **9. The site plan will need to provide at a minimum, one (1) Van Accessible Parking**  
11       **Space to comply with ADA Accessibility Standards.**
- 12       **10. Building materials and a color scheme will need to be submitted to accompany the**  
13       **architectural plans. Building materials shall comply with permitted materials in the**  
14       **R-3 Zone.**
- 15       **11. The rear façade rooflines that are greater than fifty feet (50') in length shall be**  
16       **updated to include a roofline variation (See code section 11-18-5D).**
- 17       **12. The walkways will need to be revised to be a minimum of five feet (5') wide as**  
18       **required by code.**
- 19       **13. The sidewalk coming into the development off University Park Blvd. needs to**  
20       **connect into the town home pedestrian network.**
- 21       **14. Pedestrian scaled lighting, benches, and bike racks will need to be provided**  
22       **throughout the development site. Additionally, the development will need to comply**  
23       **with all Crime Prevention through Environmental Design (CPTED) principles**  
24       **outlined in the Design Guidelines chapter of the Land Use Ordinance.**
- 25       **15. The site plan will need to be updated to address comments from the City**  
26       **Engineering letter dated May 10th, 2022.**

27       **Seconded by Commissioner Murray. The motion carried on the following vote. Voting**  
28       **AYE: Commissioners Uccardi, Bloomfield, Murray, Browning, Fullmer, DeSpain, and**  
29       **Mortensen. Voting NO: None.**

30  
31       DISCUSSION AND APPROVAL OF SP 2022-050119, A SITE PLAN REQUEST BY THE  
32       NORTH DAVIS FIRE DISTRICT TO CONSTRUCT A NEW STATION 42 FIRE STATION.  
33       LOCATION: 88 EAST CENTER STREET (TIN: 12-756-0002). PARCEL AREA: 1.42 ACRES.  
34       ZONE: CV (CIVIC). STAFF: BRAD MCILRATH, SENIOR PLANNER (ADMINISTRATIVE  
35       ACTION).

36  
37       Brad McIlrath, Senior Planner, presented the following facts:

- 38  
39       • Redevelopment of Station 42 located at 88 E. Center Street.  
40       • Located in the CV (Civic) Zone.  
41       • Two modifications from FBC code standards to address specific design elements of a fire  
42       station.  
43       • Development agreement to outline modifications and other necessary items for  
44       coordination with Clearfield City.  
45       • Showed aerial image and zoning.  
46       • Showed plans from the site plan package

Commissioner Murray moved to approve SP 2022-050119, a site plan request by The North Davis Fire District to construct a new Station 42 Fire Station, subject to the following conditions.

1. The development agreement outlining the two needed modifications from the FBC shall be approved and executed prior to issuance of occupancy for the building.
2. Two (2) street benches will need to be provided along each of the State Street and Center Street frontages. Along State Street, the benches may be located within the furnishing zone and along Center Street the benches will need to be located on a concrete pad at the back of the sidewalk.
3. The State Street elevation shall be revised to comply with the minimum ground floor transparency requirement of 50% as measured between two feet (2') and eight feet (8') from the sidewalk or foundation of the building as required by code.
4. The North Administration elevation shall as shown in figure A5 on sheet AE101 shall be revised to comply with the minimum primary material requirement of 75% and the minimum secondary material requirement of 25%.
5. The landscape plans shall be stamped by a licensed landscape architect as required by code and shall be revised to comply with the following standards:
  - a. 20 trees per 1 acre of project area. With a project area of 1.42 acres, the plans shall be revised to provide 28 on site trees (not including street trees). The site trees may be a combination of shade, columnar, or evergreen trees that will be suitable to the new station and use of the property.
  - b. Maximum amount of landscape area that may be turf grass is 15%. The plans shall be revised to provide no more than 15% of the landscape area with turf grass.
  - c. Plants shall be selected from a water wise plant list. The Blue Rug Juniper shrub and the Sassy Summer Sangria Yarrow perennial shall be replaced with plants found on one of the water wise plant lists, preferably the list provided by the Conservation Garden Park.
6. The angle of the dumpster enclosure shall be revised to allow for landscaping on three sides of the enclosure. One medium or large shade street shall be planted in one of those landscape areas.
7. The plans should be revised to address Engineering requirements as outlined in the review letter dated May 19th, 2022.

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

DISCUSSION ITEM: NORTH DAVIS FIRE DISTRICT STATION 42 DEVELOPMENT AGREEMENT

Brad McIlrath, Senior Planner, presented the following facts:

- State Street access to have a portion of the median removed.
- Columns along roundabout to be removed.
- Monument sign to be removed.

- Clearfield City no longer to maintain landscaping of the Fire District property.
- Communication lines from the Fire District building to City Hall to remain.
- Maximum impervious coverage to be increased from 60% to 70%.
- Center St. trees near their exit not to be required to not interfere with emergency vehicles leaving on calls.

Commissioner Bloomfield asked if the Fire District would be responsible for keeping the sidewalk clean. Mr. McIlrath responded that they would.

Commissioner Bloomfield asked if they would have to install thicker concrete to handle the heavier vehicles such as fire trucks. Mr. McIlrath replied that he the thickness of the concrete wasn't included in the site plan package, but that they would certainly have to construct the concrete drives to be able to accommodate the fire vehicles.

Commissioner Fullmer asked if additional areas of planter beds could be added around the building to lessen the need for the request of additional impervious coverage. Mr. McIlrath pointed out all the different areas around the building and their purposes, explaining that they had a tough time finding areas where they could realistically add landscaping. Mr. McIlrath said that staff felt okay with the request given that it was only an additional 10% and felt that it met the intent of the code.

Commissioner Browning asked if the depth of the retention ponds would need to be increased to accommodate stormwater from the additional impervious coverage. Mr. McIlrath explained that when it was designed, they met with engineering staff and designed the retention areas based off the proposed site plan, also taking into account that the stormwater for City Hall was also handled with the same system.

Commissioner Murray asked what a catchment area was. Mr. McIlrath replied that it was an area with a grate and drain that caught stormwater from the ground level and put it into the stormwater system.

Commissioner Mortensen asked if trees would be removed where the median was going to be removed. Mr. McIlrath said that the trees would be removed, and the lights would be relocated slightly to accommodate the new design.

Chair Uccardi asked if there were any other questions or comments. Seeing none, he turned the time over to staff for communication items.

#### STAFF COMMUNICATIONS

June 15<sup>th</sup> PC Meeting: Items to be the development agreement for the Fire District Station 42 and a subdivision, site plan, and development agreement for Lakeside Square. Mr. McIlrath explained that the site plan was for three separate mixed use buildings.

Flip Your Strip- The city flipped a portion of the park strip along 1000 West and 300 North.



1 Glow Party- Party for the city, Lime scooters also to be at the event for people to test out.

2  
3 COMMISSIONERS MINUTE

4  
5 Chair Uccardi: Thanked everyone for being part of the Commission.

6  
7 Commissioner Bloomfield: Nothing.

8  
9 Commissioner Murray: Nothing.

10  
11 Commissioner Browning: Thanked everyone and welcomed the new Commissioners.

12  
13 Commissioner Fullmer: Thanked staff and welcomed the new Commissioners.

14  
15 Commissioner DeSpain: Nothing.

16  
17 Commissioner Mortensen: Thanked everyone and said he was excited to see Lime scooters in  
18 Clearfield and thought it would be great to increase walkability in the city.

19  
20 Commissioner Gaines: Nothing.

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

1                                   **CLEARFIELD PLANNING COMMISSION MEETING**

2   June 15, 2022

3   6:30 P.M. – Work Session

4  
5   PRESIDING:           Chris Uccardi           Chair

6  
7   PRESENT:            Kathryn Murray       Commissioner  
8                           Brogan Fullmer       Commissioner  
9                           Megan Ratchford     Commissioner  
10                          Lauren DeSpain      Commissioner  
11                          Chad Mortensen     Commissioner (Alternate)

12  
13   ABSENT:            David Bloomfield     Commissioner  
14                          Robert Browning     Commissioner  
15                          Zach Gaines          Commissioner (Alternate)  
16                          Amber Brink          Youth Commission Ambassador

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

21  
22   VISITORS:

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

25  
26   DISCUSSION ON THE NORTH DAVIS FIRE DISTRICT STATION 42 DEVELOPMENT  
27   AGREEMENT FOR THE REDEVELOPMENT OF STATION 42 AT THE SUBJECT  
28   LOCATION. LOCATION: 88 E. CENTER STREET (TIN: 12-756-0002). PARCEL AREA:  
29   1.42 ACRES. ZONE: CV (CIVIC). (LEGISLATIVE ACTION).

30  
31   The Commission and staff discussed the following items relevant to the North Davis Fire District  
32   Station 42 Development Agreement:

- 33       • Commissioner Fullmer asked if it would be possible to take the number of trees that they  
34       were short compared to the code requirement, and have them planted somewhere else, like  
35       a city park. Mr. McIlrath responded that it could be brought up as a concern and the  
36       Planning Commission could have that discussion.  
37       • Some grammatical corrections in the draft agreement.

38  
39   DISCUSSION ON SP 2022-050121, A SITE PLAN REQUEST BY CHUCK COWLEY WITH  
40   LAKESIDE DEVELOPMENT PARTNERS, LLC TO CONSTRUCT THE LAKESIDE  
41   APARTMENTS MIXED-USE DEVELOPMENT AT THE SUBJECT LOCATION.  
42   LOCATION: 325, 373, 375, 377, 381, 385, & 389 SOUTH STATE STREET (TIN: 12-756-  
43   0002). PROJECT AREA: 5.85 ACRES. ZONE: U-C (URBAN CORE COMMERCE).  
44   (ADMINISTRATIVE ACTION).

45  
46   The Commission and staff discussed the following items relevant to SP 2022-050121:

- 1 • Chair Uccardi introduced the project and explained that staff had been working with the  
2 developer for about 7 months on the site plan. Staff's opinion and communication to the  
3 developer was that the site plan wasn't ready to go to the Planning Commission. He  
4 explained that the developer still wanted to move forward, submitted the application, and  
5 requested to be on the Planning Commission agenda. He gave his opinion that it should be  
6 tabled, but that there needed to be good reasoning and guidance for why it should be  
7 tabled. He said one of his concerns was Waterfront Way as shown in the proposed site  
8 plan, that it would be a cul-de-sac instead of a through street. He explained that the  
9 project was so big and so important, that it had to be well planned and that there should be  
10 collaboration. He suggested tabling the item for a month or more. He explained that when  
11 a public hearing item is tabled, the public hearing would be left open until a future  
12 meeting and vote.
- 13 • Commissioner Fullmer asked about the southern half of the property, and what type of  
14 office park could go there. Mr. McIlrath said the developer has stated that it could  
15 possibly be for a government defense contractor, but his impression was that it wasn't a  
16 for sure thing.
- 17 • Commissioner Fullmer asked if the city wanted an office park in that location. Mr.  
18 McIlrath stated that there was a lot of office space planned for Clearfield Station, so that  
19 could dampen the demand in the area. Chair Uccardi said that both office and mixed-use  
20 developments were permitted in that area, so the developer would have the ability to do  
21 either. Chair Uccardi was hoping to see more of a master plan concept for the entire site to  
22 help see the vision of the whole property.
- 23 • The number of modifications being requested. Mr. McIlrath said it was a lot. He said  
24 some were expected, but it was a lot.
- 25 • The commission discussed some reasons to table the item.
  - 26 - The opinion that the development agreement needed some additional collaboration.
  - 27 - Waterfront Way being private instead of a public road.
  - 28 - Too many items considered non-compliant in the staff review
  - 29 - Concern about providing parking on the southern half rather than containing the  
30 parking on its own parcel.

31  
32 DISCUSSION ON THE LAKESIDE APARTMENTS DEVELOPMENT AGREEMENT FOR  
33 THE PROPOSED MIXED-USE PROJECT AT THE SUBJECT LOCATION. LOCATION: 325,  
34 373, 375, 377, 381, 385, & 389 SOUTH STATE STREET (TIN: 12-756-0002). PARCEL  
35 AREA: 5.85 ACRES. ZONE: U-C (URBAN CORE COMMERCE). (LEGISLATIVE ACTION).  
36

37 The discussion for the development agreement occurred together with the Lakeside Apartments  
38 site plan discussion.  
39

40 DISCUSSION ON PSP & FSP 2022-050044, A PRELIMINARY AND FINAL SUBDIVISION  
41 PLAT REQUEST BY CHUCK COWLEY WITH LAKESIDE DEVELOPMENT PARTNERS,  
42 LLC, FOR THE LAKE SIDE SQUARE SUBDIVISION; A 2-LOT SUBDIVISION FOR THE  
43 SUBJECT PROPERTY. LOCATION: 325, 373, 375, 377, 381, 385, 389, 391, 393, 395, 397, &  
44 399 S. STATE STREET (TIN: 12-756-0002). PROJECT AREA: 10.68 ACRES. ZONE: U-C  
45 (URBAN CORE COMMERCE). (ADMINISTRATIVE ACTION).  
46

1 The discussion for the preliminary and final subdivision plat occurred together with the Lakeside  
2 Apartments site plan discussion.

3  
4 **Chair Uccardi moved to adjourn the meeting. Seconded by Commissioner Fullmer.**  
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**CLEARFIELD PLANNING COMMISSION MEETING**

June 15, 2022

7:00 P.M. – Regular Session

**PRESIDING:** Chris Uccardi Chair

**PRESENT:** Kathryn Murray Commissioner  
Brogan Fullmer Commissioner  
Megan Ratchford Commissioner  
Lauren DeSpain Commissioner  
Chad Mortensen Commissioner (Alternate)

**ABSENT:** David Bloomfield Commissioner  
Robert Browning Commissioner  
Zach Gaines Commissioner (Alternate)  
Amber Brink Youth Commission Ambassador

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

**VISITORS:** Tim and Pam McLaughlin, Nohemi Portillo, Julio and Mansela Gonzalez, Mark Becraft, Chad Anderson, Matt Miller, Kelly Kirschman, Tony Jarry, Armando Gutierrez, Terry Daws, Trudi Davis, Kevin Smith, Michael Chapman, Marvin Ropp, Don Hutchings, Daniel Quintana, Daniel Carva, Michael Hogan, Todd Weiler, David and Michu Gracey, Kevin Blalock, Ivan Ruiz, Larry Curtis, Chuck Cowley, Adam Berns

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

Planning Commission Chair Statement.

DISCUSSION AND RECOMMENDATION TO THE CITY COUNCIL FOR APPROVAL OF THE NORTH DAVIS FIRE DISTRICT STATION 42 DEVELOPMENT AGREEMENT FOR THE REDEVELOPMENT OF STATION 42 AT THE SUBJECT LOCATION. LOCATION: 88 E. CENTER STREET (TIN: 12-756-0002). PARCEL AREA: 1.42 ACRES. ZONE: CV (CIVIC). (LEGISLATIVE ACTION).

Chair Uccardi declared the public hearing open.

Brad McIlrath, Senior Planner, presented the following facts:

- Site Design and Planning Elements
  - State Street Access Planted Median
  - Clearfield Municipal and Justice Center Campus Architectural Columns and Landscaping
  - Clearfield Municipal and Justice Center Monument Sign

- Detention Basin Landscaping
- Electrical, Communications, and Emergency Response Controls
- Modifications from FBC
  - Maximum Impervious Coverage
  - Standard is 60%; Site will have 70%
  - Commercial Street (Center Street) Street Trees
  - Street trees are required every 20 – 40 feet within the park strip.
- Showed site plan and discussed the development agreement requests.

Commissioner Fullmer asked if the Fire District could still provide the required amount of trees but relocate them to another site or park in the city. Mr. McIlrath replied that with a development agreement, that could be an option. He said ultimately it would be whatever the city and the Fire District could agree upon. He stated if that was something that the Commission wanted, they could include that in their language of the recommendation to the City Council.

Chair Uccardi asked if there was any public comment for the North Davis Fire District Development Agreement. Seeing none, he declared the public hearing closed.

Chief Becraft, from the North Davis Fire District, stated that they'd been working hard on the design and complying with the Form Based Code. He expressed openness in trying to save trees and add trees if possible. He also stated that he wanted the glass from the building to be seen and to not be blocked by trees. He said he was excited and that the project couldn't get started fast enough. He thanked the Commission and asked if they had any questions.

Chair Uccardi thanked the Fire District on behalf of his family and all the community for the work the District does to keep the community safe.

**Commissioner Murray moved to recommend approval to the City Council for the North Davis Fire District Station 42 Development Agreement, subject to the discussion and findings in the staff report.**

**Seconded by Commissioner Ratchford. The motion carried on the following vote. Voting AYE: Commissioners Uccardi, Murray, Fullmer, Ratchford, DeSpain, and Mortensen. Voting NO: None.**

Chair Uccardi introduced the following items on the agenda. He stated that the site plan, development agreement, and preliminary and final subdivision plats were all related to one project, the Lakeside Apartments Mixed Use Project.

He declared the public hearing open for the Lakeside Apartments Development Agreement and turned the time over to staff for their presentation of the items.

DISCUSSION AND DENIAL OF SP 2022-050121, A SITE PLAN REQUEST BY CHUCK COWLEY WITH LAKESIDE DEVELOPMENT PARTNERS, LLC TO CONSTRUCT THE LAKESIDE APARTMENTS MIXED-USE DEVELOPMENT AT THE SUBJECT LOCATION. LOCATION: 325, 373, 375, 377, 381, 385, & 389 SOUTH STATE STREET (TIN: 12-756-0002). PROJECT AREA: 5.85 ACRES. ZONE: U-C (URBAN CORE COMMERCE). (ADMINISTRATIVE ACTION).

Brad McIlrath, Senior Planner, presented the following facts:

- Redevelopment of the north half of the Lakeside Square development with a mixed-use project. South half is planned for an office campus.
- 296 Residential Units
  - 5 Studios
  - 207 One-Bedrooms
  - Includes 1 Live/Work Unit along Waterfront Way
  - 84 Two-Bedrooms
  - Includes 3 Live/Work Units along Waterfront Way
  - Average size of 810 square feet
- 27,497 Square Feet of Commercial Space
- Waterfront Way (New Street)
- On Street Parking along State Street and Waterfront Way
- Civic Open Space at Mabey Pond
- Development Agreement to outline modifications from Form-Based Code standards. (Agenda Item #3)
- Showed aerial image and zoning
- Showed plans from the site plan application
- Showed street section and explained conditions 2 through 5 in the staff report
- Showed the street network in the Form Based Code and explained condition number 6.
- Explained condition 7 in the staff report related to maximum impervious coverage.
- Explained condition 8 regarding permitted building roof types.
- Explained condition 10 regarding ground floor transparency.
- Balconies need to have depth of 5' and two-bedroom units balcony size must be 50 sf.
- Condition number 13, recommendation to have and opaque fence along north property line next to existing residential.
- 20 trees for 1 acre of project, conditions 15 through 20.
- Showed map and discussed residential, commercial, and bicycle parking (conditions 21 through 23).
- Explained the motions that the Planning Commission could make, based on their careful review of the site plan. They could either deny the application because of the noncompliance with the code, they could approve with conditions stating that the items not complying with the code be revised and resubmitted, or they could table the item until a future Planning Commission meeting.

Commissioner Fullmer asked if the city had the intent to connect the Lakeside area to the neighborhood to the north with a road. Mr. McIlrath explained that yes, the Form Based Code did plan for future road connections to the neighborhood to the north. Mr. McIlrath explained that the applicant's proposal provided a pedestrian connection, but not a road connection. He explained the Form Based Code street network and then the traffic route limitations that would result from not having the proposed Waterfront way be a through street.

Chair Uccardi asked if Live-Work units were a permitted use in the U-C Zone. Mr. McIlrath

1 explained that it did not, and that the development agreement would have to address the  
2 allowance of Live-Work units on the ground floor.

3  
4 Commissioner Ratchford asked if the 87 parking spaces that they were short of what was required  
5 included the retail and commercial parking requirements. Mr. McIlrath stated that the 87 stalls  
6 was the number of stalls short of the required onsite parking for residential. He also clarified that  
7 they were providing the additional needed stalls on the south parcel. Regarding commercial  
8 parking, he stated that the required amount would be based off the square footage of commercial  
9 space proposed. He also explained that the code allowed for some shared parking possibilities.

10  
11 Chair Uccardi suggested that when considering shared parking, it should be taken into account  
12 that more people were working from home which may reduce the residential parking that could  
13 be available during the day for commercial uses.

14  
15 Discussion started amongst the Commission regarding what items could be important and  
16 communicated to give the applicant direction.

17  
18 Commissioner Murray moved to table SP 2022-050121, a site plan request by Chuck Cowley  
19 with Lakeside Development Partners, stating the following reasons.

- 20 1. Further planning for the entire area, including the southern half.
- 21 2. Time to get most of the noncompliance issues identified in the staff report so that they
- 22 conform to the Form Based Code.
- 23 3. Time to get more comments resolved from the engineering review letter.

24 There was no second to the motion.

25  
26 Commissioner Fullmer moved to deny SP 2022-050121, a site plan request by Chuck  
27 Cowley with Lakeside Development Partners, stating the following reasons.

- 28 1. Further planning needed for the entire area, including the southern half.
- 29 2. Time to get most of the noncompliance issues identified in the staff report so that
- 30 they conform to the Form Based Code.
- 31 3. Time to get more comments resolved from the engineering review letter.
- 32 4. Clarification on Waterfront Way being okay as a private neighborhood street.
- 33 5. Clarification on the sizes of the patio spaces.
- 34 6. Clarification on the parking.
- 35 7. The development agreement needing to address more of the southern half of the
- 36 development.
- 37 8. Clarification on the 10-year limit to the development agreement.
- 38 9. Allow the opportunity for a joint work session with the City Council and the
- 39 developer to discuss the project.

40 Seconded by Commissioner Mortensen. The motion carried on the following vote. Voting  
41 AYE: Commissioners Uccardi, Murray, Fullmer, Ratchford, DeSpain, and Mortensen.

42 Voting NO: None.

43  
44 DISCUSSION AND TABLING OF THE LAKESIDE APARTMENTS DEVELOPMENT  
45 AGREEMENT FOR THE PROPOSED MIXED-USE PROJECT AT THE SUBJECT  
46 LOCATION. LOCATION: 325, 373, 375, 377, 381, 385, & 389 SOUTH STATE STREET (TIN:  
47 12-756-0002). PARCEL AREA: 5.85 ACRES. ZONE: U-C (URBAN CORE COMMERCE).



1 (LEGISLATIVE ACTION).

2  
3 Brad McIlrath, Senior Planner, presented the following facts:

- 4
- 5 • Development Agreement to outline modifications from Form-Based Code standards
  - 6 • 25 Modifications
    - 7 - Some Minor
    - 8 - To address site grading etc.
    - 9 - Some Major
    - 10 - Street and Block Network
    - 11 - Building materials and design
  - 12 • Site Plan tied to modifications in development agreement
  - 13 • Future overall mixed-use and office campus design in mind
  - 14 • Showed marketing brochure for potential office park
  - 15 • Showed street and block network and the changes proposed from the current Form Based
  - 16 Code standards.
  - 17 • Showed how west side of State Street will look with future Bowan Blvd.
  - 18 • Discussed building location
    - 19 - Multiple principal buildings
    - 20 - Front Build-to-Zone: 0'-5'
    - 21 - Front Build-to-Zone with Plaza or Porte Cochere: 0'-25'
    - 22 - Corner Build-to-Zone: 0'-5'
    - 23 - Occupation of Corner
    - 24 - Front Property Line Coverage: 90%
  - 25 • Discussed building massing
  - 26 • Vertical Façade Division Required Every 25' to divide the façade into increments as
  - 27 measured along the base of the façade.
  - 28 • Column, Pilaster, or other continuous vertical ornamentation a minimum of 1.5" in depth.
  - 29 • Horizontal Façade Division Required within 3' of the Top of the Ground Story and at the
  - 30 Top of the Highest Story.
  - 31 • Cornice, belt course, molding, string courses, or other continuous horizontal
  - 32 ornamentation a minimum of 1.5" in depth.
  - 33 • Building Fenestration Standards
    - 34 - Principal Entrance Located on Front Façade.
    - 35 - One Entrance Every 75' of Street Frontage.
  - 36 • Building Use Standards
    - 37 - Ground story can be retail, service, and office
    - 38 - No residential
  - 39 • Tree Requirements
    - 40 - 20 trees per 1 acre of project
  - 41 • All Upper Story Windows Shall be Detailed with Trim or Molding at Least Four Inches in
  - 42 Width as well as one of the following:
    - 43 - Mullions and/or Transoms
    - 44 - Shutters or Canopies Proportional to Window Size
    - 45 - Recessed Inset of at Least 2 Inches
    - 46 - Lintel and/or Sill Detail.

- 1 • 5-foot Planting Strip
- 2 - Required around the perimeter of the building base except for entrances, utilities, and
- 3 where setbacks are less than 5 feet.
- 4 • On-Street Parking, Credit for Parking Spaces
- 5 - On-Street Parking Spaces do not Count Towards the Minimum Parking Spaces
- 6 Required by Code.
- 7 • Civic Open Space
- 8 - 10% of Total Project Area Must Be Provided as Open Space Consistent with
- 9 Standards of Chapter 8. Upon completion to be dedicated to the City.

10  
11 Mr. McIlrath stated that as the advisory body to the City Council on development agreements, it  
12 is the role and responsibility of the Planning Commission to review and make necessary changes  
13 or recommendation to the agreement as part of their recommendation. If necessary, additional  
14 time to work on the details and elements of a development agreement may be required by the  
15 Planning Commission prior to a recommendation to the City Council. Due to the complexity and  
16 amount of code modifications requested as part of the development agreement, the Planning  
17 Commission may determine additional time is necessary for review prior to making a  
18 recommendation to the City Council. If additional time is necessary, the Planning Commission  
19 should clearly state the reasons and provide direction to the applicant for items that need to be  
20 amended in the agreement. If the development agreement is tabled to later date, the Planning  
21 Commission must schedule the public hearing for a date specific to comply with noticing  
22 requirements.

23  
24 Commissioner Mortensen asked if there would be limits set on when Live-Work units could  
25 accept clients to their businesses. Mr. McIlrath said the developer may have an answer because it  
26 was something that they could regulate as owners of the development. Commissioner Mortensen  
27 stated that there could be conflict if parking spaces were being used by residents at night, while  
28 some of the Live-Work or commercial units were open late hours.

29  
30 Commissioner Ratchford asked why the site plan wasn't more cleaned up before it got to the  
31 Planning Commission. She said that there were a lot of items of non-compliance and a lot of  
32 conditions of approval for the Planning Commission to consider. Mr. McIlrath answered that the  
33 Form Based Code is very complex. He stated that they had some coordination meetings with the  
34 applicant. He explained that in defense of the developer, they have a lot of projects in other cities,  
35 and it was tough for them to be aware of all the code standards in the Form Based Code.

36  
37 Chair Uccardi asked if anyone from the public wanted to make comment at that time and said that  
38 after public comment, the applicant could address the Commission.

39  
40 PUBLIC COMMENT

41  
42 Daniel Carva commented that he was in favor of the proposal, but to slow down and reflect on the  
43 development of more apartments, citing concerns about water and the Great Salt Lake drying up.  
44 He supported considering the businesses currently in the area and commented that with too many  
45 apartments, community is lost.

1 There being no other comments, the applicant addressed the Commission.

2  
3 Chuck Cowley, with Lakeside Development Partners, introduced himself and his team. He stated  
4 that there were 3 or 4 things significant importance for the developer, with the first one being the  
5 street network. He said they met with the City Council in October about the project and showed  
6 them a concept for the plans. He stated that there was maybe not a high likelihood, but a good  
7 likelihood that a publicly traded aerospace firm would take the southern half of the development.  
8 He said a public street going through the office park would be a non-starter for the tenant, stating  
9 that they wanted to have a campus type of environment. In response to Mr. McIlrath having  
10 talked about the neighborhood to the east being affected in terms of ingress and egress to the  
11 neighborhood, he said they had a traffic study done. He reported the results of the study indicated  
12 that during peak A.M. hours there were 7 vehicles per hour that were headed westerly on 450 S.  
13 trying to turn and head southerly on State Street. In the peak P.M. hours, he stated there were 13  
14 cars making that transition every hour. He gave his position that it would not be a substantial  
15 impact to the neighborhood. He stated that in their discussions with the City Council in drafting a  
16 MOU, the street network was not a concern. He conceded that the street network was still in the  
17 code now, so it had to be addressed.

18  
19 Regarding bike lanes, Mr. Cowley thought they were good and appreciated staff's position on  
20 them. He stated that they'd like to have the bike lane up on the sidewalk and stripe the sidewalk  
21 for the bike lane. He said that he thought that would be the best place for a bike lane, being more  
22 separated from the street traffic.

23  
24 Mr. Cowley said that they designed Waterfront Way as a neighborhood street, as opposed to a  
25 commercial street that the Form Based Code called for. He explained that their proposed street  
26 width was similar to Bowan Blvd. across State Street and said that the right of way width was  
27 only 5 feet less than the commercial street standard. He stated that they are asking to be able to  
28 continue with their proposed street design.

29  
30 Mr. Cowley then stated that the code did not state how long the development agreement would  
31 last for. He stated that they'd like the development agreement to run for 10 years and expressed  
32 his opinion that they would finish the development before that.

33  
34 Mr. Cowley mentioned that there was a condition in the subdivision staff report that would  
35 require a ten-foot public utility and drainage easement around the perimeter of the property. He  
36 said that would be appropriate for a single-family development, but not the type of development  
37 that they were proposing. He said that the public utilities would be going to their buildings at the  
38 appropriate locations, and an easement on all four sides of the property wasn't necessary.

39  
40 Mr. Cowley discussed a couple of items regarding the architectural and design elements of the  
41 building. He said their intent was to have a contemporary design and adding neoclassical design  
42 elements to satisfy the code standards would not fit the type building they were hoping to build.  
43 Larry Curtis, with FFKR Architects, stated that he had discussed the façade with a fellow  
44 coworker that had consulted with Clearfield City in drafting the Form Based Code. He reported  
45 that her opinion on the intent of the code was to add visual interest to flat roofline expansions, but  
46 that it could be accomplished in ways other than a neoclassical style. He explained that their  
47 design had some vertical variations, albeit in a more contemporary style.

1  
2 Commissioner Fullmer asked the applicant if Waterfront Way being a private neighborhood street  
3 was a dealbreaker or if it could be a public commercial street. Mr. Cowley said that he wanted to  
4 have control over maintenance and to maintain it at a high quality. He explained there could be a  
5 maintenance agreement with the city to ensure that the developer was maintaining the street and  
6 if the city had to get involved to do a repair, they could have the ability to back charge the  
7 property owner. Mr. Cowley said that the redesign of Waterfront Way to the commercial street  
8 standards would be a significant change to layout of the site and costly to redesign everything. He  
9 gave his opinion that the neighborhood street was appropriate.

10  
11 Chair Uccardi asked for any discussion among the Commissioners. Commissioner Fullmer shared  
12 his concern about the reluctance from the developer to change the street to a commercial street  
13 type. He gave his opinion that they wouldn't have to set the buildings back, given that the  
14 developer owned the adjacent parcel and could widen the right of way in that direction. He said  
15 he thought that more work was needed and discussion before approving a project so big.  
16 Commissioner Murray said the city had dealt with problems from private streets on a couple of  
17 occasions. She said her opinion was that the street should be public.

18  
19 Commissioner Ratchford asked when the traffic study was done. Mr. Cowley replied that it was  
20 done during the second quarter of this year.

21  
22 Mr. Cowley responded to a couple of points made previously, stating that the traffic study was for  
23 450 S. and that additional residents in the development wouldn't be adding traffic to 450 S.  
24 Commissioner Fullmer responded that the potential office park in the future could be adding  
25 traffic to 450 S. Mr. Cowley said that the center line of their proposed Waterfront Way had to be  
26 in line with Bowan Blvd.

27  
28 Chair Uccardi stated that his recommendation would be to table the item. He gave his top  
29 concerns, that the private road may need to be a public road because the city is thinking about the  
30 road over the long term. He said that he thought the open space should also be dedicated as public  
31 rather than remain private, so the city could control maintenance. He stated that he thought the  
32 small items of noncompliance should be better resolved before approval and that they could  
33 easily be addressed with a revision. He thought that the parking along state street had to be  
34 thought out, given that residents would be likely to use on street parking even if it was supposed  
35 to be for commercial tenants. He said that the proposal overall disappointed him. He explained  
36 that the vision of the Form Based Code, the Lakeside Square area was considered the heart of  
37 Clearfield's downtown and an area to draw in residents in to enjoy downtown. He said that with  
38 the proposed development, he had no reason to visit there. He said hopefully there would be some  
39 retail that he could go to, but he would have no reason to go to an office park or apartment  
40 buildings. He compared it to Clearfield Station, indicating that there would also be a lot of  
41 residential and office space there. He stated that other cities have more to offer in their downtown  
42 areas than some retail, residential, and an office park that does not provide anything for Clearfield  
43 residents. He reiterated that it was a beautiful building but didn't offer a whole lot for residents.

44  
45 Brad McIlrath, asked for some clarification. He stated that if the item was going to be tabled,  
46 there should be specific reasons as to why that was the case. He thought it would be good to list  
47 things that the applicant could understand so that they could be prepared for a future meeting.

1 Discussion followed, with Mr. McIlrath going through items to understand if the Commission  
2 needed additional revisions from the applicant before a future meeting.

3  
4 Commissioner Fullmer stated that when he was growing up, there was a lot for residents to do in  
5 the area. He mentioned a movie theater, restaurants, and ice cream place, and that you could  
6 spend an entire day there.

7  
8 Adam Berns stated that he'd like to get up and talk. He continued that he was one of the people  
9 that has put up a significant amount of money. He said his family trust owned the property. He  
10 said it did not pencil, the economics didn't work. He said they were trying to build something  
11 nice. He said that if they didn't get what they wanted, they would keep it as a Class C commercial  
12 center for as long as they had it. He said the question wasn't whether the Commission wanted  
13 something different but was if the project being broken into three separate buildings worked or  
14 didn't work. He continued that you could ask any developer out there and the idea of turning it  
15 into a retail center didn't work. He said they'd never get the financing.

16  
17 Mr. McIlrath explained that the project as proposed complied with the Form Based Code in the  
18 general sense of the code permitting mixed-use buildings.

19  
20 Mr. Berns said he wanted to add that they talked to the City Council, and he said that the Council  
21 loved it. Chair Uccardi said that having worked in finance, he understood the financial  
22 component. He said he apologized and did not mean to come across combative, that he  
23 understood that they bought the property, and they have the right to develop it. He explained that  
24 as a citizen he was disappointed, but that didn't mean he could change the economics and what is  
25 possible for the property.

26  
27 Mr. Berns said that they looked at the retail and movie theater option and it didn't come close to  
28 penciling. He explained that then when they determined it had to be mixed-use, they decided to  
29 do the prettiest, coolest, mixed-use project they could. He stated that the code modifications they  
30 were requesting were to make the project better. Speaking of the private road, he stated that cities  
31 would not be as diligent as them in maintenance. He expressed being open to the city having the  
32 ability to take it over in the future if they needed to do so. He said that their project would be  
33 better and nicer than anything that Clearfield had.

34  
35 Chair Uccardi said he appreciated the comments. In the interest of time, he wanted to get back to  
36 the considerations for the motion.

37  
38 Mr. McIlrath reviewed the key items from the development agreement to have the Commission  
39 provide feedback.

40  
41 **Commissioner Murray moved to table the Lakeside Apartments Development Agreement**  
42 **to the July 20, 2022 Planning Commission Meeting, citing the below reasons.**

- 43 1. **Street Network in the FBC to remain unless developer could provide more detail on**  
44 **the southern half.**  
45 2. **More concept planning of the southern half to help determine if Waterfront Way**  
46 **should be a public or a private street.**  
47 3. **Additional detail on commercial parking.**

1       **4. Additional information on the parking structure.**

2       **5. Additional information on control of the open space adjacent to Maybe Pond.**

3       **Seconded by Commissioner DeSpain. The motion carried on the following vote. Voting**

4       **AYE: Commissioners Uccardi, Murray, Fullmer, Ratchford, DeSpain, and Mortensen.**

5       **Voting NO: None.**

6  
7       DISCUSSION AND APPROVAL OF PSP 2022-050044, A PRELIMINARY SUBDIVISION  
8       PLAT REQUEST BY CHUCK COWLEY WITH LAKESIDE DEVELOPMENT PARTNERS,  
9       LLC, FOR THE LAKE SIDE SQUARE SUBDIVISION; A 2-LOT SUBDIVISION FOR THE  
10       SUBJECT PROPERTY. LOCATION: 325, 373, 375, 377, 381, 385, 389, 391, 393, 395, 397, &  
11       399 S. STATE STREET (TIN: 12-756-0002). PROJECT AREA: 10.68 ACRES. ZONE: U-C  
12       (URBAN CORE COMMERCE). (ADMINISTRATIVE ACTION).

13  
14       Brad McIlrath, Senior Planner, presented the following facts:

- 15  
16
  - 2-Lot Subdivision
    - 17       - Lot 1 Southern Lot
    - 18       - Lot 2 Northern Lot
  - 19       • Lot 2 is location of Lakeside Apartments Mixed-Use Project
  - 20       • No road dedication for Commercial Corridor Street (Waterfront Way)
    - 21       - If required by the city, the plat will need to be revised to dedicate Waterfront Way as a
    - 22       public street.
  - 23       • UDOT dedication along State Street to accommodate wider sidewalk treatments and
  - 24       protected bike lane.
  - 25       • Showed aerial image and zoning.
  - 26       • Showed proposed plat.

27  
28       **Commissioner Ratchford moved to approve the Lakeside Square preliminary subdivision**  
29       **plat request, subject to the following conditions.**

- 30       1. The plat shall be revised to comply with the comments outlined in the Engineering  
31       Review letter dated June 2, 2022.  
32       2. If Waterfront Way is required to be a public street, the plat shall be revised to  
33       provided dedication of the street as public.  
34       3. Future development of these lots shall comply with all applicable City regulations  
35       and shall be tied to the approval and recording of this subdivision plat.

36       **Seconded by Commissioner Murray. The motion carried on the following vote. Voting**

37       **AYE: Commissioners Uccardi, Murray, Ratchford, DeSpain, and Mortensen. Voting NO:**

38       **Commissioner Fullmer.**

39  
40       Commissioner Fullmer explained his reasoning, stating he wanted to see more of a concept plan  
41       for the entire site before subdividing.

42  
43       DISCUSSION AND RECOMMENDATION TO THE CITY COUNCIL FOR APPROVAL OF  
44       FSP 2022-050044, A FINAL SUBDIVISION PLAT REQUEST BY CHUCK COWLEY WITH  
45       LAKESIDE DEVELOPMENT PARTNERS, LLC, FOR THE LAKE SIDE SQUARE  
46       SUBDIVISION; A 2-LOT SUBDIVISION FOR THE SUBJECT PROPERTY. LOCATION:

325, 373, 375, 377, 381, 385, 389, 391, 393, 395, 397, & 399 S. STATE STREET (TIN: 12-756-0002). PROJECT AREA: 10.68 ACRES. ZONE: U-C (URBAN CORE COMMERCE).  
(ADMINISTRATIVE ACTION).

Brad McIlrath, Senior Planner, presented the following facts:

- 2-Lot Subdivision
  - Lot 1 Southern Lot
  - Lot 2 Northern Lot
- Lot 2 is location of Lakeside Apartments Mixed-Use Project
- No road dedication for Commercial Corridor Street (Waterfront Way)
  - If required by the city, the plat will need to be revised to dedicate Waterfront Way as a public street.
- UDOT dedication along State Street to accommodate wider sidewalk treatments and protected bike lane.
- Showed aerial image and zoning.
- Showed proposed plat.

Commissioner Murray moved to recommend to the City Council, denial of the Lakeside Square final subdivision plat request.

Seconded by Commissioner Fullmer. The motion failed on the following vote. Voting AYE: Commissioners Murray and Fullmer. Voting NO: Commissioners Uccardi, Ratchford, DeSpain, and Mortensen.

**Commissioner Ratchford moved to recommend to the City Council, approval of the Lakeside Square final subdivision plat request subject to the following conditions.**

- 1. The plat shall be revised to comply with the comments outlined in the Engineering Review letter dated June 2, 2022.**
- 2. If Waterfront Way is required to be a public street, the plat shall be revised to provided dedication of the street as public.**
- 3. Future development of these lots shall comply with all applicable City regulations and shall be tied to the approval and recording of this subdivision plat.**

**Seconded by Commissioner DeSpain. The motion carried on the following vote. Voting AYE: Commissioners Uccardi, Ratchford, DeSpain, and Mortensen. Voting NO: Commissioners Murray and Fullmer.**

Commissioner Uccardi thanked everyone for their participation and again apologized if he sounded combative in anyway. He said that everyone is passionate about the city and the project and that contributed to a good discussion.

#### STAFF COMMUNICATIONS

None

#### COMMISSIONERS MINUTE

1 Chair Uccardi: Thanked everyone for their contributions. Said it was a good discussion and he  
2 could be disappointed while still thinking it was a good project.

3  
4 Commissioner Murray: Nothing.

5  
6 Commissioner Fullmer: Thanked staff for the analysis.

7  
8 Commissioner Ratchford: It was an interesting meeting with a lot of detail.

9  
10 Commissioner DeSpain: Nothing.

11  
12 Commissioner Mortensen: Nothing.

13  
14 There being no further business to come before the Planning Commission, **Chair Uccardi moved**  
15 **to adjourn. Seconded by Commissioner Fullmer.**





# Planning Commission

## STAFF REPORT

AGENDA ITEM  
**#1**

**TO:** Clearfield City Planning Commission

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

**MEETING DATE:** Wednesday, December 7<sup>th</sup>, 2022

**SUBJECT:** Discussion and Possible Action on **CUP 2022-110144**, a conditional use permit request by Ramesh J. Wettasinghe to operate a dog boarding and grooming facility at the subject location. **Location:** 936 W. 1700 S. Suite A (TIN: 12-508-0022). **Parcel Area:** 1.72 Acres **Zone:** C-2 (Commercial). **(Administrative Action).**

### RECOMMENDATION

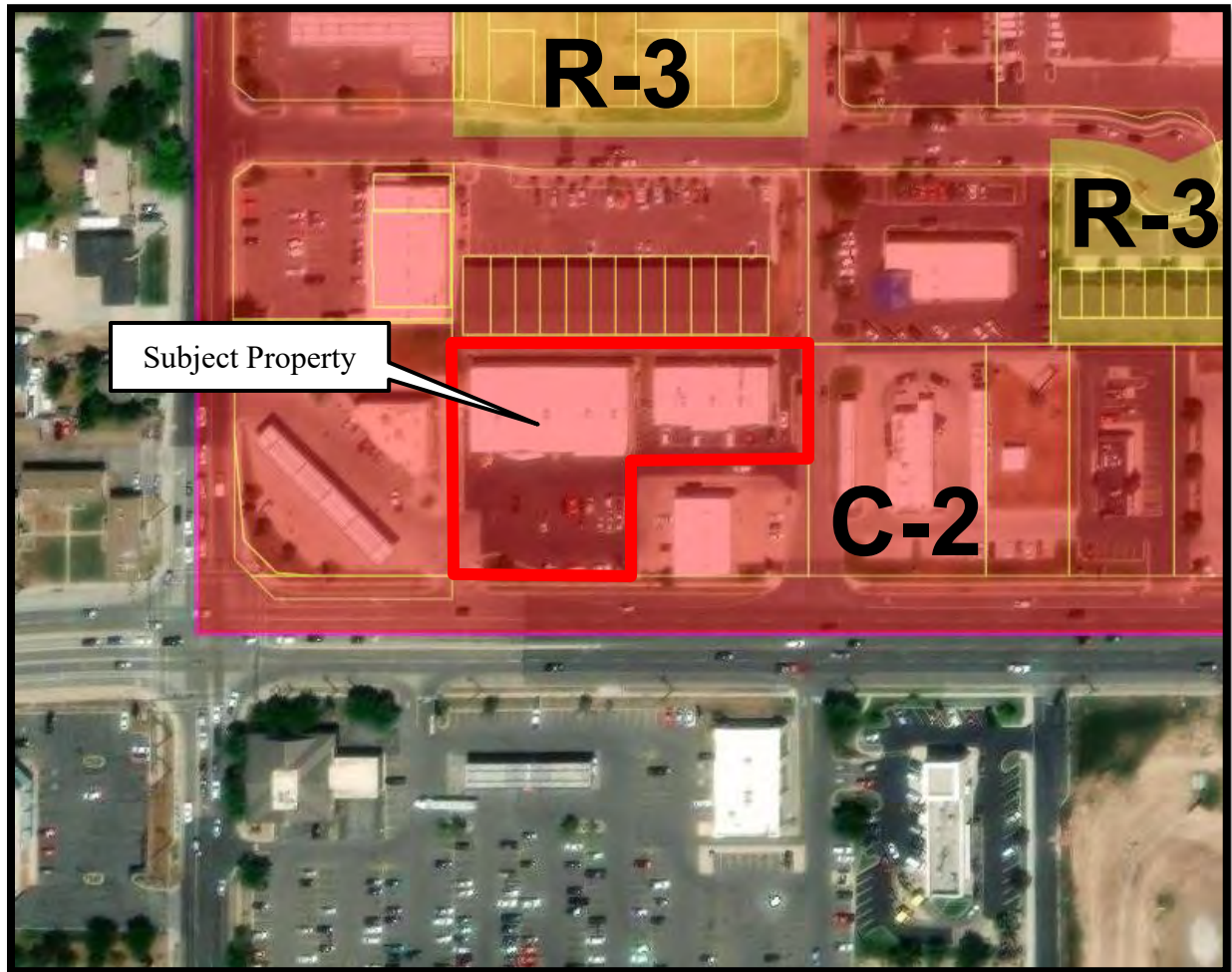
Staff recommends that the Planning Commission **approve as conditioned**, **CUP 2022-110144**, a conditional use permit request by Ramesh J. Wettasinghe to operate a dog boarding and grooming facility at the subject property (TIN: 12-508-0022). This recommendation is based on the findings and discussion in the Staff Report.

### PROJECT SUMMARY

Project Information	
Project Name	Pawtown Oasis
Site Location	936 W. 1700 S. Suite A
Parcel ID	12-508-0022
Applicant	Ramesh J. Wettasinghe
Property Owner	Brett Hendershot
Proposed Actions	Conditional Use Permit
Current Zoning	C-2 (Commercial)
Parcel Area	1.72 Acres

Surrounding Properties and Uses:		Zoning District	General Plan Land Use Classification
North	Clearfield Business Park	C-2 (Commercial)	Commercial
East	Retail/Service	C-2 (Commercial)	Commercial
South	Office/Warehouse Flex	C-2 (Commercial)	Commercial
West	Convenience Store	C-2 (Commercial)	Commercial

**Aerial Image and Zoning**



**BACKGROUND AND ANALYSIS**

Ramesh J. Wettasinghe is seeking conditional use permit approval to operate a dog boarding and grooming facility at the subject location. The proposed facility would be approximately 8,000 square feet and located in Suite A of the existing building.

The zoning of the property is C-2 (Commercial), in which veterinary services are listed as a conditional use. Chapter 3 of Clearfield City's Land Use Ordinance defines a veterinary service as "an establishment for the care, treatment, and grooming of animals...". The proposed use is for the care, boarding, and grooming of animals, but not for diagnosis and treatment as could be found in a veterinary clinic.

The purpose of a conditional use permit is to allow a land use that, because of its unique characteristics or potential impact on the city, surrounding neighbors or land uses, may be compatible only if certain conditions are required that mitigate the detrimental impacts. Staff has reviewed Chapter 11-4-5 "Conditional Use Permits" which lists the types of conditions that the Planning Commission may require to limit any potential negative impacts of the proposed use. Staff's recommended conditions are listed under the Conditions of Approval section of this report. If there are other conditions determined reasonable and necessary by the Planning Commission, those may be included in a motion to approve the

conditional use at the proposed location, so long as those conditions are in compliance with the requirements of the Clearfield City Municipal Code and Utah State Code for conditional uses.

#### **Floor Plan**

The floor plan that the applicant submitted shows that the business will include an indoor dog park, a dog grooming area, approximately 90 dog kennels, and 8 cat crates. There is also a proposed outdoor play area of 512 square feet.

#### **Parking (Chapter 11-14)**

Chapter 11-14 "Off Street Parking and Loading" outlines the parking development standard for properties located in the C-2 Zone. Upon reviewing the listed uses, staff recommends applying the standard for less intensive commercial businesses, which is 1.5 spaces for every 1,000 square feet of floor area. With a proposed floor area of 8,000 square feet, the required number of parking spaces would be 12 stalls. Staff has counted approximately 46 stalls in the existing parking lot in front of the building and determines that sufficient parking is provided for the proposed use.

#### **Dumpster Enclosure**

Garbage dumpsters in the C-2 Zone are to be completely screened when in a location where they can be viewed from a public right of way. The existing dumpster enclosure does not have a gate, allowing the dumpster to be visible from Antelope Drive. An opaque gate will need to be installed to complete the dumpster enclosure.

---

#### **PUBLIC COMMENT**

Public notice was placed on the property on November 28, 2022. No public comments have been received to date.

---

#### **REVIEW CONSIDERATIONS**

##### **Conditional Use Permit Review**

Clearfield Land Use Ordinance Section 11-4-4 establishes the following review considerations that the Planning Commission shall review while determining to approve Conditional Use Permits.

REVIEW CONSIDERATION		Staff Analysis
CONSIDERATIONS: The Land Use Authority may allow a conditional use to be located in any zoning district in which the particular use is allowed as a conditional use by this title. In authorizing any conditional use, the Land Use Authority shall impose such requirements and conditions to mitigate the reasonably anticipated detrimental effects of the proposed use in accordance with the applicable standards provided in this chapter or elsewhere in this title necessary for the protection of adjacent properties and the public welfare. The Land Use Authority shall determine the following:		
1)	<i>At the specified location, [the proposed use] is in harmony with the general intent and purpose of the Clearfield City General Plan and the applicable zoning district regulations;</i>	The proposed use is in harmony and compliance with the General Plan and zoning ordinance regulations.
2)	<i>[The proposed use] is necessary or desirable to provide a service or facility which will contribute to the general</i>	With conditions, the proposed use will contribute to the general well-being of the community.

	<i>well-being of the community and neighborhood;</i>	
3)	<i>Such use will not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity, or injurious to property or improvements in the vicinity; and</i>	With conditions, the use will not be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity.
4)	<i>Conditions imposed by the Land Use Authority are based upon ordinance standards outlined in this title [Title 11, Land Use] or as otherwise determined to be necessary by the City Engineer, Building Official, or any applicable State or Federal Agency according to adopted standards of those fields of expertise.</i>	The proposed conditions are based upon ordinance standards.

---

#### CITY DEPARTMENT / AGENCY REVIEW

The plans were shared for review by the Planning Division, Building Division, Engineering Division, the North Davis Fire District, and the North Davis Sewer District. Comments were provided from Engineering in a letter dated November 23<sup>rd</sup>, 2022, stating that there were no concerns with the conditional use permit request.

---

#### CONDITIONS OF APPROVAL

*Based upon a review of the request and applicable ordinance standards, staff recommends that the Planning Commission approve the conditional use permit request subject to the following conditions. The conditions of approval shall be addressed by the applicant and shown on a set of revised plans prior to issuance of final land use approval unless otherwise noted.*

- 1) Conditional Use Permit approval is subject to North Davis Fire District review and approval.
- 2) The applicant shall obtain a building permit for tenant improvements and the project shall comply with all applicable building code standards.
- 3) The outdoor play area shall be screened with, at minimum, a six foot (6') tall opaque fence. Plans will need to be revised to include a detail of the type, height, and material of the fencing.
- 4) The outdoor play area shall be limited to use between the hours of 7 a.m. and 9 p.m. and dogs shall be supervised by staff to mitigate any possible noise nuisance.
- 5) Prior to granting of occupancy, both the outdoor and indoor recreation areas shall be completed.
- 6) Prior to granting of occupancy, an opaque gate will need to be installed to complete the existing dumpster enclosure.

- 7) The facility shall be kept clean and sanitary to prevent any type of nuisance resulting from odor or noxious matter.
- 8) The applicant shall obtain a Clearfield City business license prior to the commencement of business operations.
- 9) Any signs must meet Chapter 11-15 "Sign Regulations" standards. Signs are not included as part of this Site Plan approval. Separate review and approval will be required.

---

**ATTACHMENTS**

1. Site Plan
2. Floor Plan
3. Engineering Review Letter dated November 23, 2022.





GENERAL NOTES

- 1. DO NOT SCALE DRAWINGS. DIMENSIONS TAKE PRECEDENCE. NO DRAWING OR SPECIFICATION SHALL TAKE PRECEDENCE OVER ANY OTHER PART OF THE CONTRACT DOCUMENTS. ANY INFORMATION FOUND TO BE IN CONTRADICTION WITH ANOTHER PART OF THE CONTRACT DOCUMENTS SHALL BE SUBMITTED TO THE ARCHITECT FOR CLARIFICATION. DAMAGES INCURRED BY FAILURE TO DO SO SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
- 2. THE INTENT OF THESE DRAWINGS IS TO INCLUDE ALL MATERIALS, LABOR, AND SERVICES NECESSARY FOR COMPLETION OF ALL WORK SHOWN, PRESCRIBED, OR REASONABLY IMPLIED BUT NOT LIMITED TO THAT EXPLICITLY INDICATED IN THE CONTRACT DOCUMENTS.
- 3. ALL WORK SHALL COMPLY WITH ALL APPLICABLE CODES, ORDINANCES, RULES, AND REGULATIONS AS ADOPTED BY AUTHORITIES HAVING JURISDICTION.

KEY NOTES



DEIV Architecture and Design, PLLC  
PO Box 991  
Bountiful, UT 84011  
P 801.413.4268  
dclayton@deiv.net

PRELIMINARY  
NOT FOR CONSTRUCTION

PAWTOWN TENANT IMPROVEMENT

Ramesh Wettasinghe  
940 W 1700 S  
CLEARFIELD, UT 84015

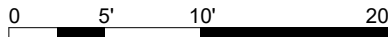
PRELIMINARY - NOT FOR CONSTRUCTION

REVISIONS		DATE
#	DESCRIPTION	
PROJECT #:		22023
CHKD BY:		
DRAWN BY:		DC
ISSUE DATE:		NOVEMBER 28, 2022

ARCHITECTURAL  
SITE PLAN

AS-001

A1 ARCHITECTURAL SITE PLAN  
SCALE: 1" = 10'







## FLOOR PLAN GENERAL NOTES

1. PLAN WALL DIMENSIONS ARE TO GRID LINE OR FACE OF WALL STRUCTURE. "CLEAR" DIMENSIONS ARE TO FACE OF WALL FINISH.
2. FIELD VERIFY ALL EXISTING CONDITIONS AND THEIR COMPATIBILITY WITH NEW CONSTRUCTION PRIOR TO THE COMMENCEMENT OF WORK. COORDINATE DISCREPANCIES WITH ARCHITECT.
3. DO NOT SCALE DRAWINGS.
4. SEE CIVIL, STRUCTURAL, MECHANICAL AND ELECTRICAL DRAWINGS FOR MORE INFORMATION.
5. SEE G SERIES SHEETS FOR WALL TYPES AND TYPICAL ACCESSIBILITY CLEARANCE AND COMPLIANCE REQUIREMENTS.
6. PROVIDE BACKING BEHIND ALL SURFACE MOUNTED EQUIPMENT AND/OR FIXTURES PER DETAIL A4/G-005 AND/OR A5/G-005.
7. ALL EXITS ARE TO BE READILY OPENABLE FROM THE EGRESS SIDE WITHOUT THE USE OF A KEY OR SPECIAL KNOWLEDGE OR EFFORT.

## KEY NOTES

- 01 GENERAL REQUIREMENTS**
- 01.01** NEW PARTITION WALL: 6" METAL STUDS @ 16" O.C. WITH 5/8" GYPSUM BOARD EACH SIDE, PAINTED
- 01.02** NEW HALF WALL (48" TALL) WALL: 6" METAL STUDS @ 16" O.C. WITH 5/8" GYPSUM BOARD EACH SIDE, PAINTED
- 01.03** NEW PARTITION WALL: 4" METAL STUDS @ 16" O.C. WITH 5/8" GYPSUM BOARD EACH SIDE, PAINTED
- 11 EQUIPMENT**
- 11.08** DOG KENNEL, TYP.
- 12 FURNISHINGS**
- 12.02** BASE CABINETS  
BASE CABINETS WITH GRANITE COUNTERTOP
- 22 PLUMBING**
- 22.01** FLOOR TRENCH DRAIN
- 22.02** DOG WASH TUB
- 22.03** EXISTING TOILET  
FLOOR MOUNTED TOILET, 1.6 GPF MAX
- 22.04** DEEP BASIN SINK
- 22.05** NEW IN-COUNTER STAINLESS STEEL SINGLE BASIN SINK
- 22.06** EXISTING DRINKING FOUNTAIN
- 22.07** EXISTING WALL HUNG LAVATORY  
ADD UNDERSKIRT PROTECTION FOR ADA
- 22.08** TANK WATER HEATER
- 22.11** HOSE BIB

**DEIV**  
architecture

**DEIV Architecture and Design, PLLC**  
PO Box 991  
Bountiful, UT 84011  
P 801.413.4268  
dclayton@deiv.net

**PRELIMINARY**  
NOT FOR CONSTRUCTION

**PAWTOWN TENANT IMPROVEMENT**

Ramesh Wettasinghe  
940 W 1700 S  
CLEARFIELD, UT 84015

**PRELIMINARY - NOT FOR CONSTRUCTION**

REVISIONS  
DESCRIPTION  
DATE

PROJECT #: 22023  
CHKD BY:  
DRAWN BY: DC  
ISSUE DATE: NOVEMBER 28, 2022

FIRST FLOOR PLAN

**A-104**

**A1 FIRST FLOOR PLAN**

SCALE: 1/4" = 1'-0"

0 2' 4' 8'



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

November 23<sup>rd</sup>, 2022

Attn: Tyson Stoddard, Planner  
Proj: Paw Town Oasis  
Subj: Development Letter of Approval

Tyson,

I have reviewed the submitted plans shared on Bluebeam for Paw Town Oasis. The plans meet our standards and have no concerns from engineering. I recommend the plans be stamped for Land Use Approval.

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

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





# Planning Commission

## STAFF REPORT

AGENDA ITEM  
**#2**

**TO:** Clearfield City Planning Commission

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

**MEETING DATE:** Wednesday, December 7, 2022

**SUBJECT:** Discussion and Possible Action on **SP 2022-110145**, a site plan request by Richard Higginson with Penguin Insulation to construct a 2,500 square foot addition to the existing building at the subject property. **Location:** 145 W. 200 S. (TIN: 12-022-0048). **Parcel Area:** 0.95 Acres. **Zone:** M-1 (Manufacturing). **(Administrative Action).**

### RECOMMENDATION

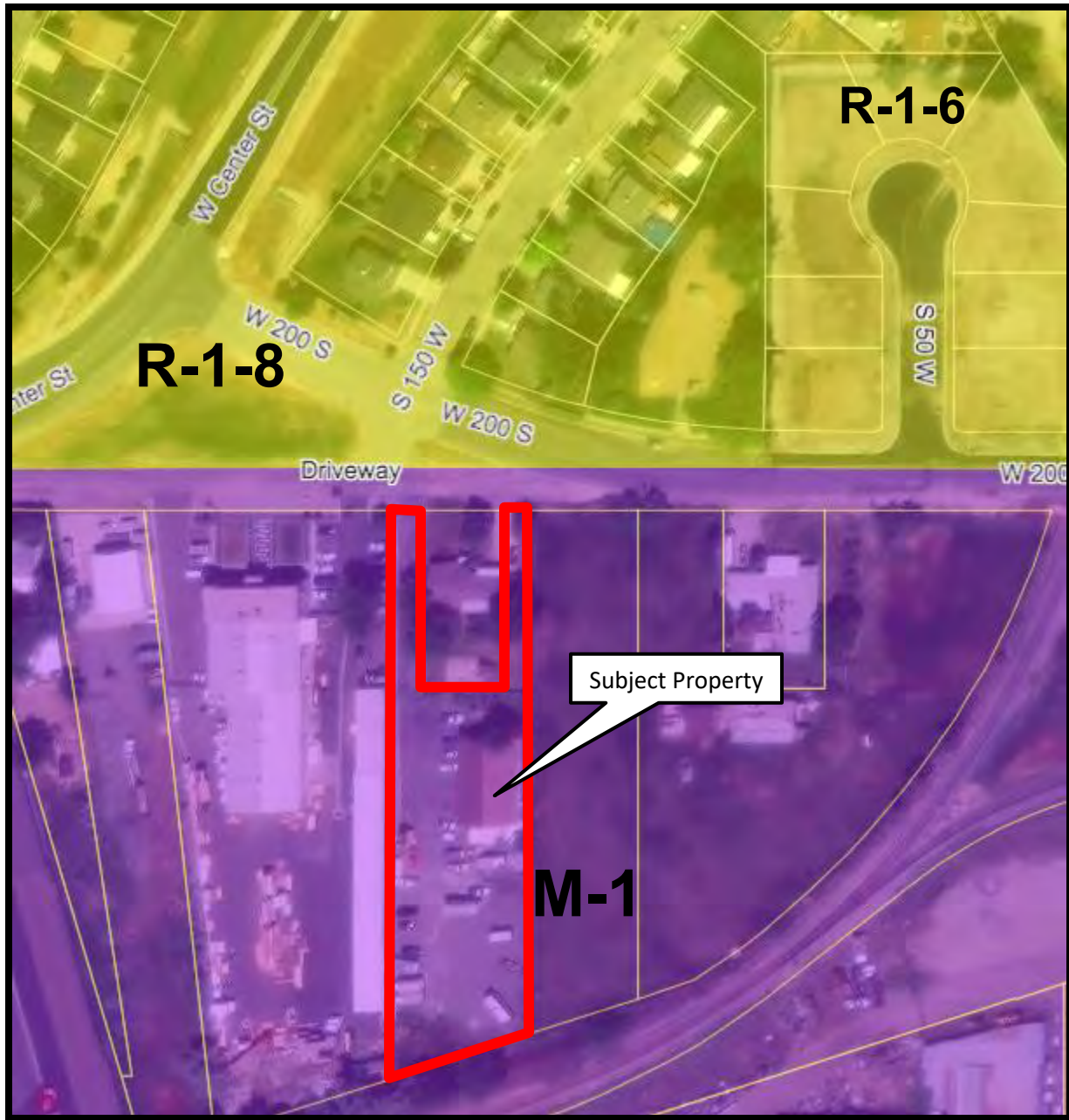
Staff recommends that the Planning Commission **approve as conditioned, SP 2022-110145**, a site plan request by Richard Higginson with Penguin Insulation to construct a 2,500 square foot addition to the existing building at the subject location. This recommendation is based on the discussion and findings in the Staff Report.

### PROJECT SUMMARY

Project Information	
Project Name	Penguin Insulation Addition
Site Location	145 W. 200 S.
Tax ID Number	12-022-0048
Applicant	Richard Higginson
Owner	Earl Morris (Mountain Stream Properties)
Proposed Actions	Site Plan Review Approval
Current Zoning	M-1 (Manufacturing)
Project Area	0.95 Acres

Surrounding Properties and Uses:		Current Zoning District	General Plan Land Use Classification
North	Single-Family Neighborhood	R-1-8 (Residential)	Residential
East	Open Field	M-1 (Manufacturing)	Business Park
South	Dawson Building Systems	M-1 (Manufacturing)	Business Park
West	Cleasby Manufacturing	M-1 (Manufacturing)	Business Park

**Aerial Image & Zoning**



**BACKGROUND**

Richard Higginson with Penguin Insulation is proposing a 2,500 square foot expansion to the existing building at the subject location. The addition would be at the south end of the existing structure, extending the building back toward the rear property line. The existing building is approximately 3,600 square feet and is currently used for an insulation company and storage associated with their business.

---

## **SITE PLAN REVIEW**

### **Lot Width, Setbacks, & Height**

The proposed development complies with the minimum lot width, setback, and height standards of the M-1 Zone.

### **Landscaping and Dumpster Enclosures**

The M-1 Zone requires that a minimum of five percent (5%) of the project area be developed as landscaped open space. With a total site area of 0.95 acres or 41,382 square feet, a minimum of 2,069 square feet must be provided as landscaped open space. The landscape plan indicates that 5,278 square feet or 13% of the site will be provided with landscaping, most of which is already existing. As required by Chapter 11-21, "Landscape Standards and Requirements," all required open space for industrial properties must include at a minimum, one (1) tree for every one thousand (1,000) square feet of landscape area and one (1) shrub for every six hundred (600) square feet of landscape area. For new plantings, deciduous trees must have a trunk size of two inches (2") as measured eight inches (8") above the soil line and evergreen trees must be a minimum height of six feet (6'). The shrubs must have a minimum size of three (3) gallons at time of planting. Based upon the plans showing 5,278 square feet of landscaping, the development must have:

- Six (6) trees; and
- Nine (9) shrubs.

The site plan shows the areas outlined with existing and proposed landscaping and the notes include the quantity of existing trees and shrubs, but there is no landscape planting plan. A planting plan that shows locations of existing trees and shrubs as well as any proposed plantings will need to be provided so that staff can verify compliance with the minimum plant quantity standards. Proposed plantings will need to be identified with the type of tree or shrub and the size at install. Existing landscaping may count towards the minimum requirement.

The proposed plans indicate the removal of an existing vinyl fence enclosure for the dumpster, and relocation of the dumpster to a portion of the property that is not visible from the public right of way. Screening of the dumpster is not required in the M-1 Zone if the dumpster isn't visible from the public right of way or adjacent to a residentially zoned parcel. With the new location, the dumpster will not need to be screened.

### **Parking**

Chapters 11-14 "Off Street Parking and Loading" and 11-18 "Design Standards" outline the development standards for parking. Industrial developments require two (2) parking spaces for each 1,000 square feet of gross floor area or fraction thereof. This standard does not apply to floor areas used exclusively for storage, and the applicant has indicated that a significant portion of the existing and proposed floor space will be used for storage. The site plan shows a total of eleven (11) parking spaces being provided, one being an ADA van accessible stall. Staff determines that the proposed parking meets the minimum standards for the proposed square footage and use and meets ADA standards.

### **Design Standards**

Chapter 18 "Design Standards," outlines the site and building design standards required for new development or major changes to a site within the M-1 Zone. Building additions are required to incorporate the predominant architectural features, materials, and colors of the existing building. The plans show that the walls and roof of the addition will be 29-gauge metal, consistent with what is existing. There is no indication of colors for the proposed materials, and the applicant will have to revise the plans to include color selections so staff can verify that it will match the existing structure.

---

**CITY DEPARTMENT / AGENCY REVIEW**

Copies of the plans were provided to the North Davis Sewer District, North Davis Fire District, and Clearfield City's Building and Public Works staff. Engineering staff has provided a review letter which is attached to this report. No other comments have been provided to date.

---

**PUBLIC NOTICE**

Public notice was placed at the property on Monday, November 28<sup>th</sup>. No public comment has been received to date.

---

**CONDITIONS OF APPROVAL**

*Based upon review of the application materials and applicable ordinance standards, staff recommends that the Planning Commission approve the site plan request subject to the following conditions. The conditions of approval shall be addressed by the applicant and shown on a set of revised plans prior to issuance of final land use approval unless otherwise noted. Final land use approval includes, Planning and Engineering. An application for a building permit will not be accepted until final land use approval is granted.*

- 1) Site Plan approval is subject to North Davis Fire District review and approval.
- 2) The Site Plan shall meet all engineering standards and requirements as outlined in the engineering letter dated November 23rd, 2022.
- 3) The plans shall be revised to include colors for the building materials.
- 4) A landscape planting plan will need to be submitted that shows the following:
  - a. Locations of all existing trees and shrubs.
  - b. Locations, plant names, and install size for any new plantings.
- 5) The applicant shall obtain a building permit and the project shall comply with all applicable building code standards.

---

**ATTACHMENTS**

1. Cover Page & Drawing Notes
2. Foundation Plan
3. Floor Plan
4. Roof Plan
5. Building Elevations
6. Girt Plan
7. Panel Layout
8. Detail Sheets
9. Site Plan
10. Grading Plan
11. Engineering Letter dated November 23, 2022

DRAWING NOTES

DESIGN CODE: 2018 IBC.  
USE GROUP: U  
CONSTRUCTION TYPE VB  
DESIGN CATEGORY: RISK CATEGORY I – LOW RISK

SEISMIC CRITERIA:  
DESIGN CATEGORY D  
SOIL SITE CLASS D (ASSUMED)  
R = 2.5 (LIGHT-FRAME WALLS WITH SHEAR PANELS OF ALL OTHER MATERIALS)  
SS= 1.22g, S1= 0.43g; SDS= 0.98g  
ANALYSIS PROCEDURE: EQUIVALENT LATERAL FORCE  
BASE SHEAR= 9063 LBS

WIND LOAD:  
ULTIMATE WIND DESIGN SPEED: 105 MPH 3 SEC. GUST  
(ASCE 7-10, RISK CATEGORY I)  
TERRAIN EXPOSURE C

FROST DEPTH: 30 IN  
SITE ELEVATION: 4450 FT

SNOW LOAD:  
GROUND SNOW LOAD: 38 PSF  
ROOF DESIGN SNOW LOAD: 30 PSF

DEAD LOADS:  
ROOF 4 PSF  
WALLS 4 PSF

ROOF LIVE LOAD: 20 PSF

CONCRETE FOUNDATION NOTES:  
1. 28 DAY STRENGTH (F'C) W/ NORMAL 145 PCF DENSITY:  
1.1. FOOTINGS: 3000 PSI  
1.2. SLABS ON GRADE: 3000 PSI REQ'D, 3500 PSI RECOMMEND

2. ALL SLABS: PROVIDE A MIN. THICKNESS OF 5" W/ 4" DEEP MIN. CRUSHED GRAVEL BASE.

3. CONTRACTION/CONTROL JOINTS SHALL BE INSTALLED IN SLABS ON GRADE SO THE LENGTH TO WIDTH RATIO OF THE SLAB IS NO MORE THAN 1.5:1. CONTROL JOINT SPACING SHALL NOT EXCEED 30 TIMES THE SLAB THICKNESS IN ANY DIRECTION, UNLESS OTHERWISE NOTED.

4. CONTROL JOINTS SHALL BE COMPLETED WITHIN 6-18 HOURS OF CONCRETE PLACEMENT.

5. CONTROL JOINTS SHALL BE TOOLED OR SAWED TO THE GREATER DEPTH OF 1" DEEP OR 1/4 THICKNESS OF CONCRETE SLAB.

SOILS AND EXCAVATION:  
6. NO SOILS REPORT PROVIDED – STABLE SOIL CHARACTERISTICS ASSUMED. ALL DESIGN WAS BASED ON STABLE SOIL CHARACTERISTICS. GEOTECHNICAL HAZARDS FOUND ON OR AROUND THE SITE, INCLUDING EXPANSIVE CLAYS, OR SOILS FOUND AT THE SITE WHILE EXCAVATION OCCURS WHICH DIFFERS FROM THOSE ASSUMED SHOULD BE BROUGHT TO THE ATTENTION OF THE BUILDING OFFICIAL AND ENGINEER.

7. ALLOWABLE BEARING PRESSURE: 1500 PSF

8. NATIVE MATERIAL SURROUNDING FOOTING TO BE DISTURBED MINIMALLY DURING EXCAVATION.

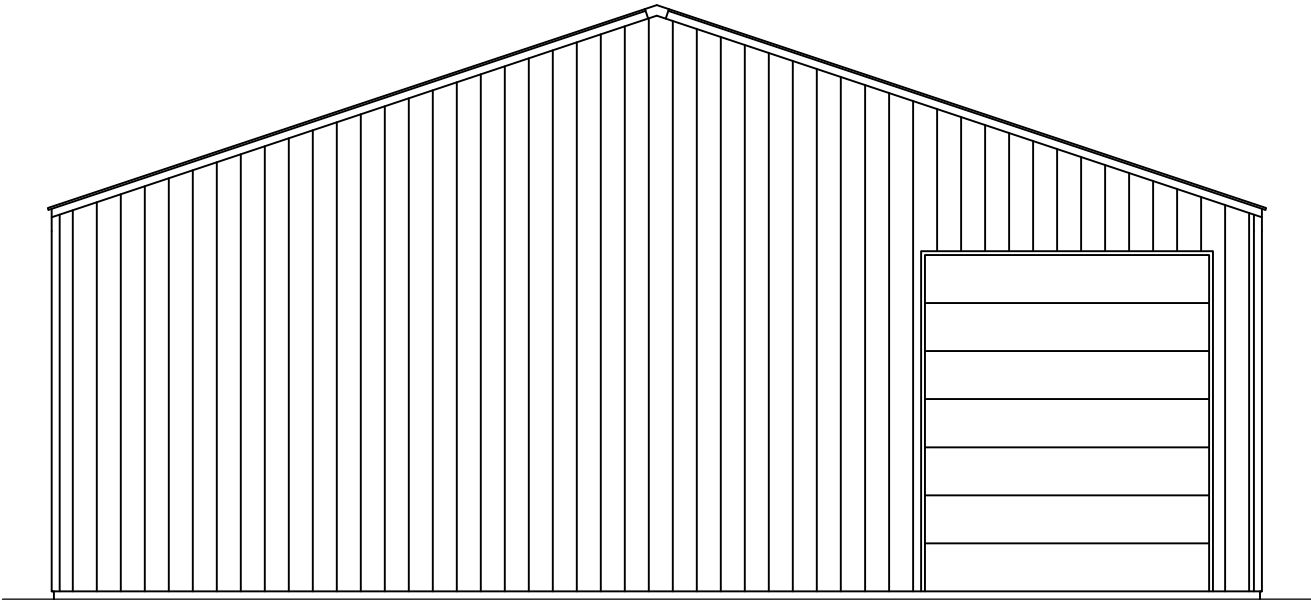
9. FOOTINGS SHALL BE PLACED ENTIRELY IN UNDISTURBED NATIVE SOILS OR STRUCTURAL FILL WHICH IS BEARING ON UNDISTURBED NATIVE SOILS AND IS COMPACTED TO 95% OF THE MODIFIED PROCTOR DENSITY.

GENERAL:  
10. PLEASE REFER TO THE STRUCTURAL CALCULATIONS FOR ALL SPECIFICATIONS AND DESIGN CRITERIA NOT LISTED HERE. WHERE DETAILS ARE NOT SPECIFIED, TYPICAL DETAILS AS SPECIFIED ON PLANS AND ON THE STRUCTURAL DETAILS SHEET SHALL APPLY.

11. FOR SPECIFICATIONS NOT SHOWN REFER TO THE IBC.

NORTH STAR BUILDINGS

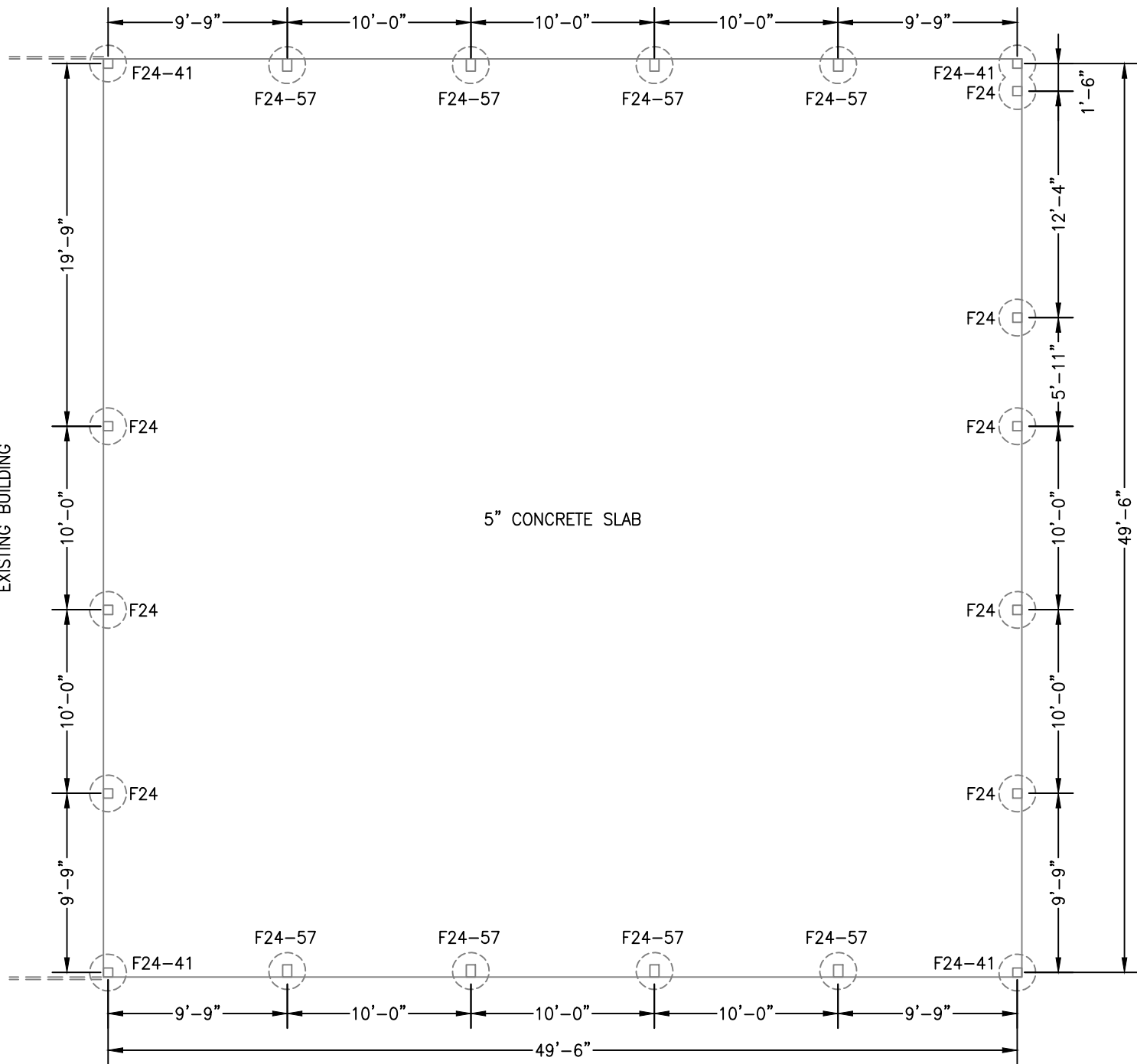
PENGUIN INSULATION BUILDING



BUILDING INFORMATION	CONTRACTOR	DRAFTING & ENGINEERING	DRAWING INDEX		<div><div>REGISTERED PROFESSIONAL ENGINEER</div><div>#7589454-2202</div><div></div><div>JAMES DEREK LLOYD</div><div>09/12/2022</div><div>STATE OF UTAH</div><div>ENGINEER STAMP</div></div> <div>DATE</div> <div>09/12/2022</div>
<div>SITE INFORMATION:</div> <div>ADDRESS: 145 W 200 S CLEARFIELD, UTAH</div> <div>BUILDING INFORMATION:</div> <div>DIMENSIONS: 50' x 50' TOTAL SQUARE FOOTAGE: 2500 S.F.</div>	<div>NORTH STAR BUILDINGS</div> <div>CONTACT: ALAN WALKER ALAN@NORTHSTARBUILDINGS.COM PHONE: 385-254-1086</div>	<div>MOUNTAIN POINT ENGINEERING</div> <div>CONTACT: DEREK LLOYD DEREK@MOUNTAINPOINTENGINEERING.COM PHONE: 801-450-5332</div> <div></div>	SHEET	DESCRIPTION	
			00	COVER SHEET	
			01	FOUNDATION PLAN	
			02	FLOOR PLAN	
			03	ROOF PLAN	
			04	ELEVATIONS	
			05	GIRT PLAN	
			06	PANEL LAYOUT	
			07-09	DETAIL SHEETS	
			10	SITE PLAN	

NORTH

EXISTING BUILDING



EAST

SOUTH

WEST

PIERS:

1. F24: 24" DIA x 36" DEEP CONCRETE PIER
2. F24-41: 24" DIA x 41" DEEP CONCRETE PIER
3. F24-57: 24" DIA x 57" DEEP CONCRETE PIER



## FOUNDATION PLAN

PENGUIN INSULATION  
BUILDING  
CLEARFIELD, UTAH

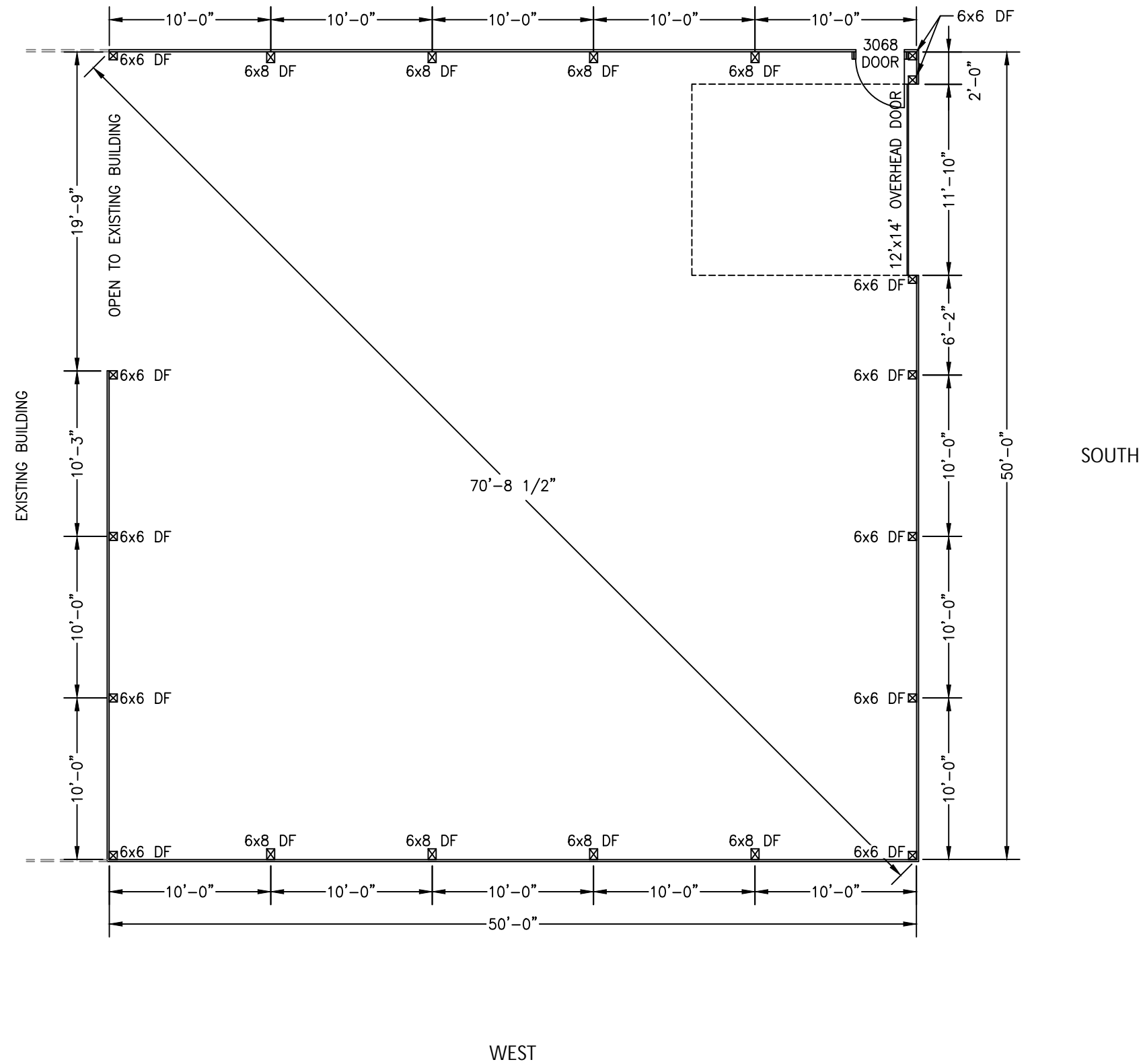
PROJECT  
NS93

SCALE  
1/8" = 1'-0"

DATE  
09/12/2022

SHEET  
01

NORTH



- NOTES:
1. 6x6 DF: 6x6 DF-L #2 TREATED POST.
  2. 6x8 DF: 6x8 DF-L #2 TREATED POST.
  3. EMBED POST INTO CONCRETE PIER. SEE DETAIL ON SHEET 8.
  4. ROOF: 29 GA STEEL PANEL
  5. WALLS: STANDARD GIRTS, 29 GA STEEL PANEL

## FLOOR PLAN

PENGUIN INSULATION  
BUILDING  
CLEARFIELD, UTAH

PROJECT  
NS93

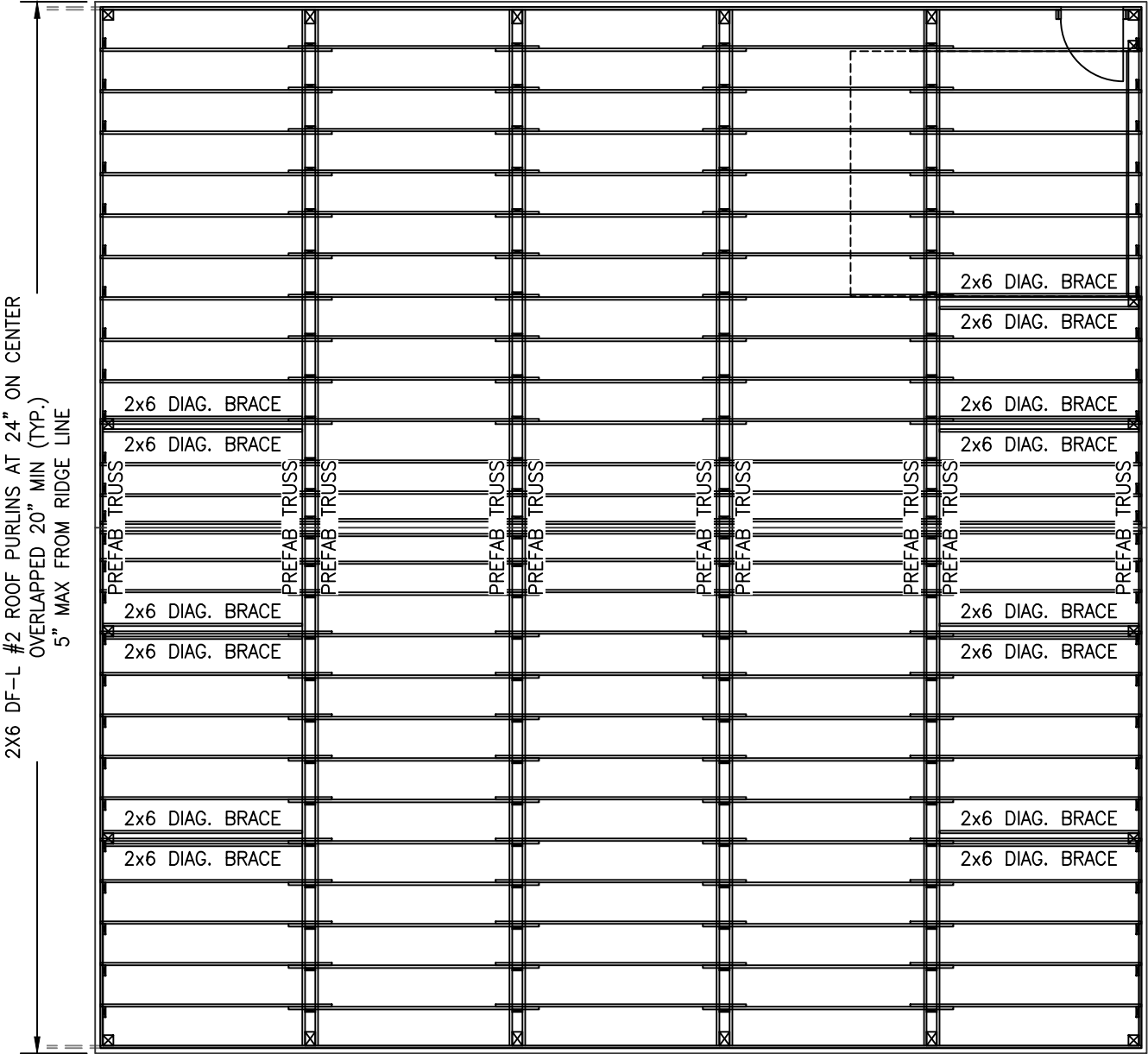
SCALE  
1/8" = 1'-0"

DATE  
09/12/2022

SHEET  
02



NORTH



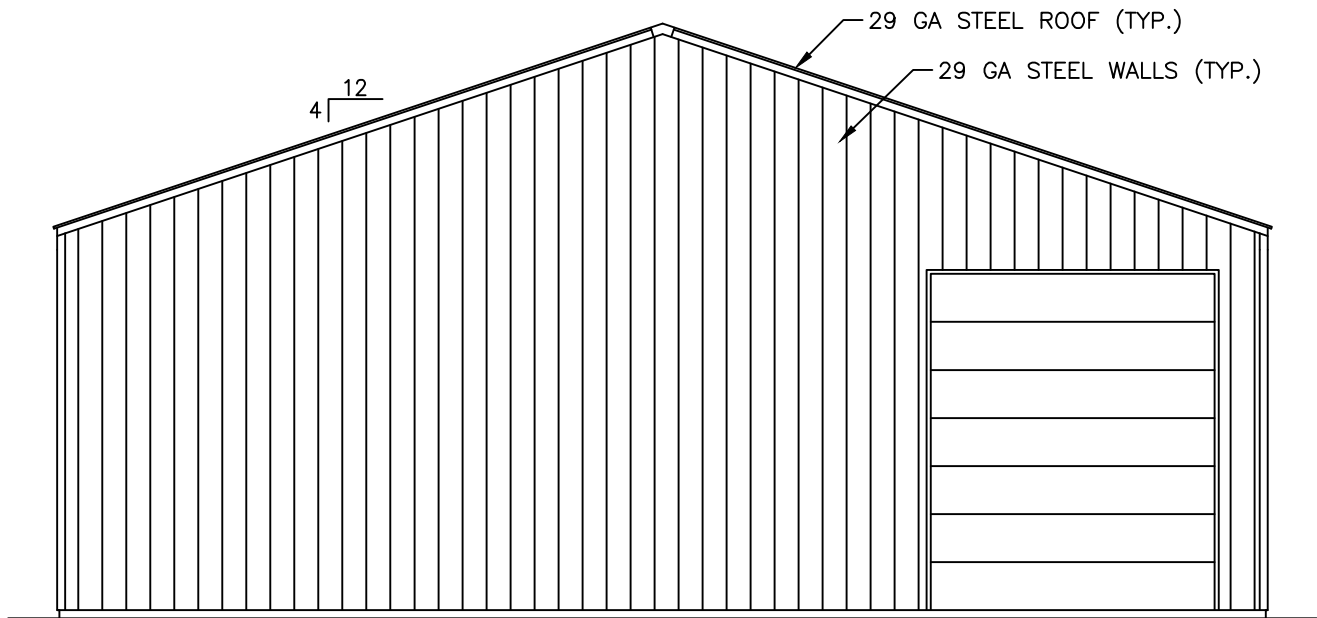
EAST

SOUTH

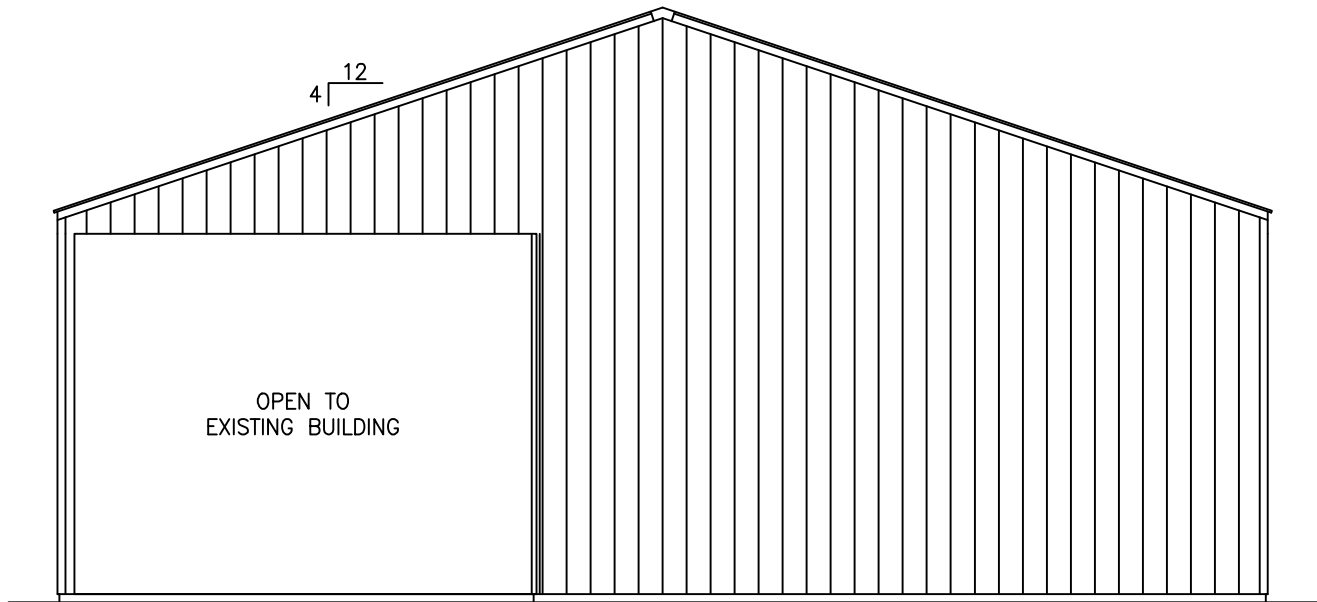
WEST

- NOTES:
1. TRUSSES WILL BE DEFERRED PER IBC 107.3.4.1 AND WILL BE DESIGNED BY A LICENSED ENGINEER IN THE STATE OF UTAH.
  2. PROVIDE TRUSS BOTTOM CHORD BRACING PER TRUSS MANUFACTURER'S SPECIFICATIONS.

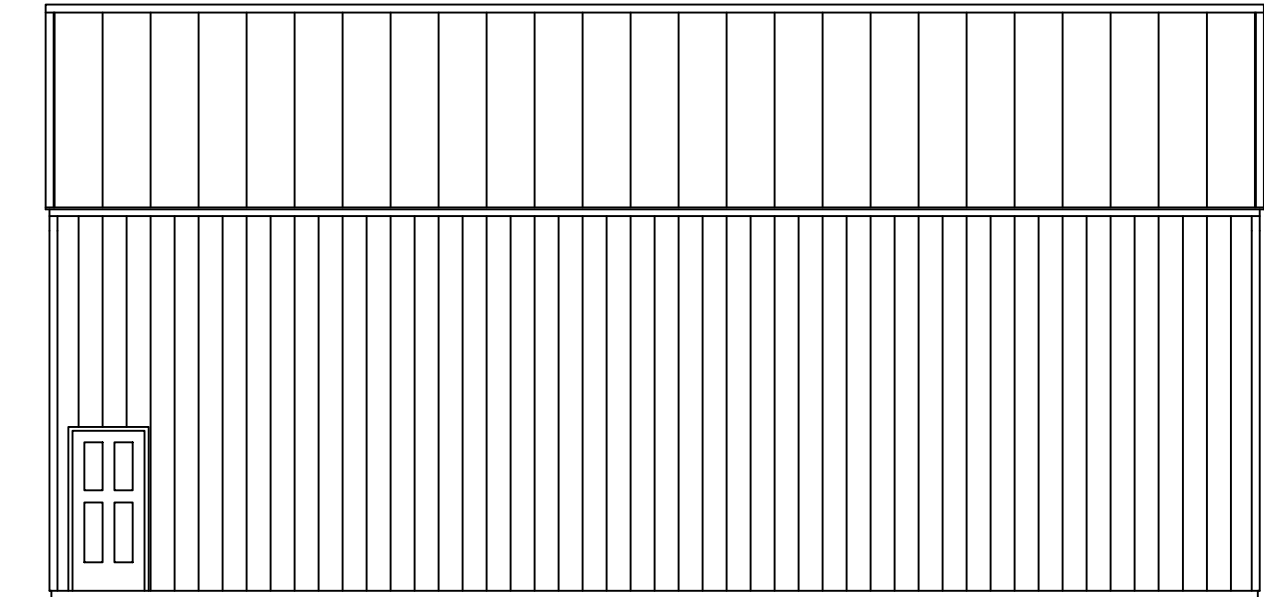




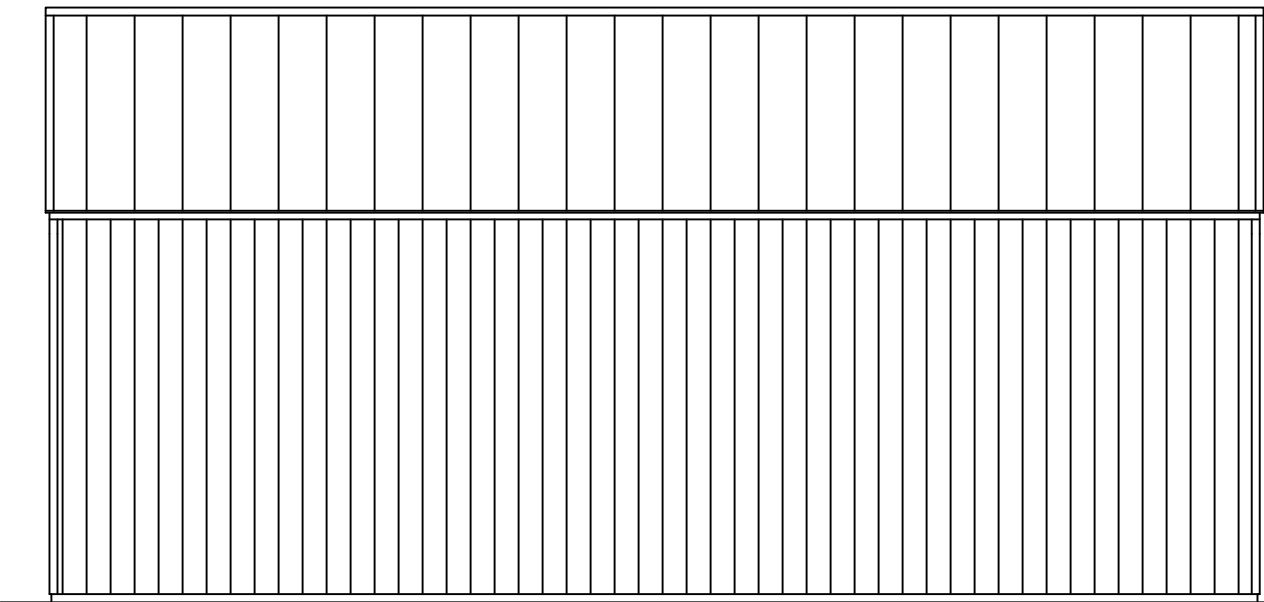
GABLE END ELEVATION - SOUTH




GABLE END ELEVATION - NORTH



SIDE ELEVATION - EAST



SIDE ELEVATION - WEST



MOUNTAIN POINT  
ENGINEERING

ELEVATIONS

PENGUIN INSULATION  
BUILDING  
CLEARFIELD, UTAH

PROJECT  
NS93

SCALE  
1/8" = 1'-0"

DATE  
09/12/2022

SHEET  
04

GIRT PLAN

PENGUIN INSULATION  
BUILDING  
CLEARFIELD, UTAH

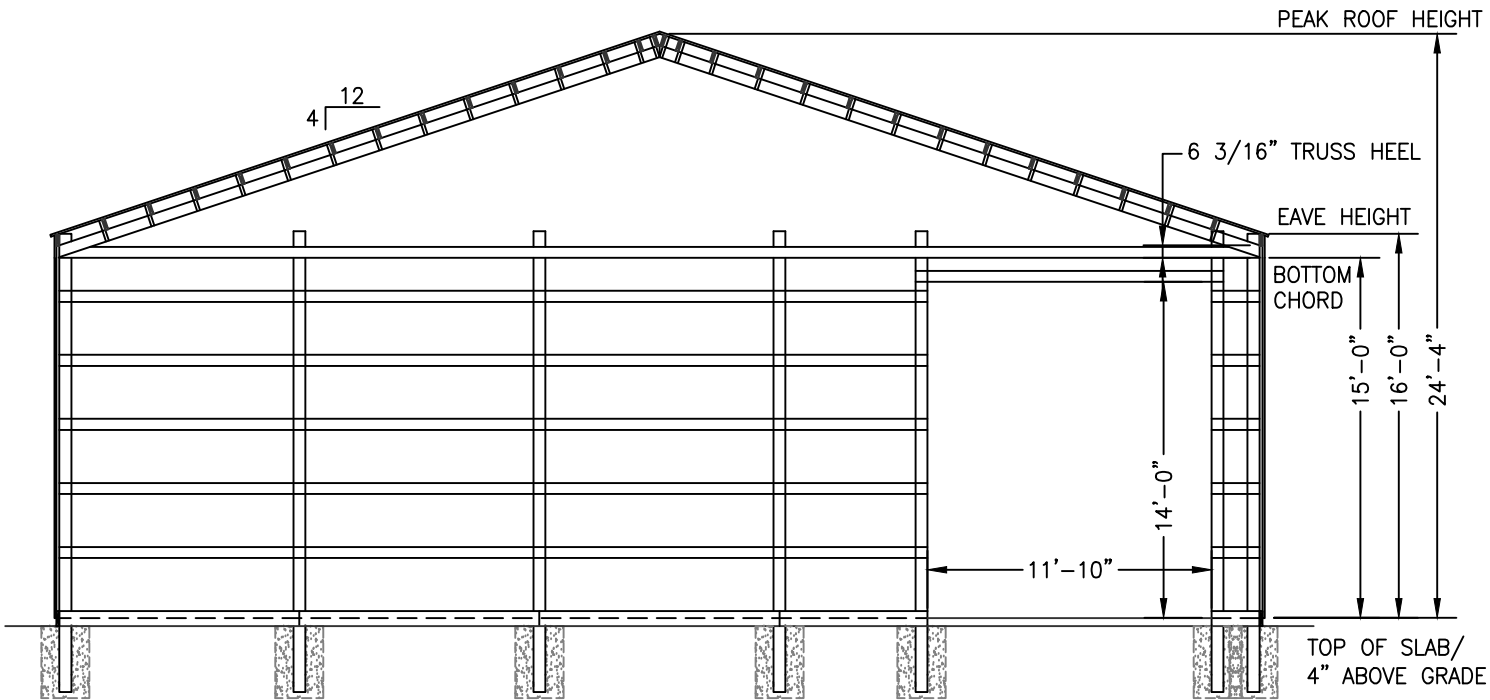
PROJECT  
NS93

SCALE  
1/8" = 1'-0"

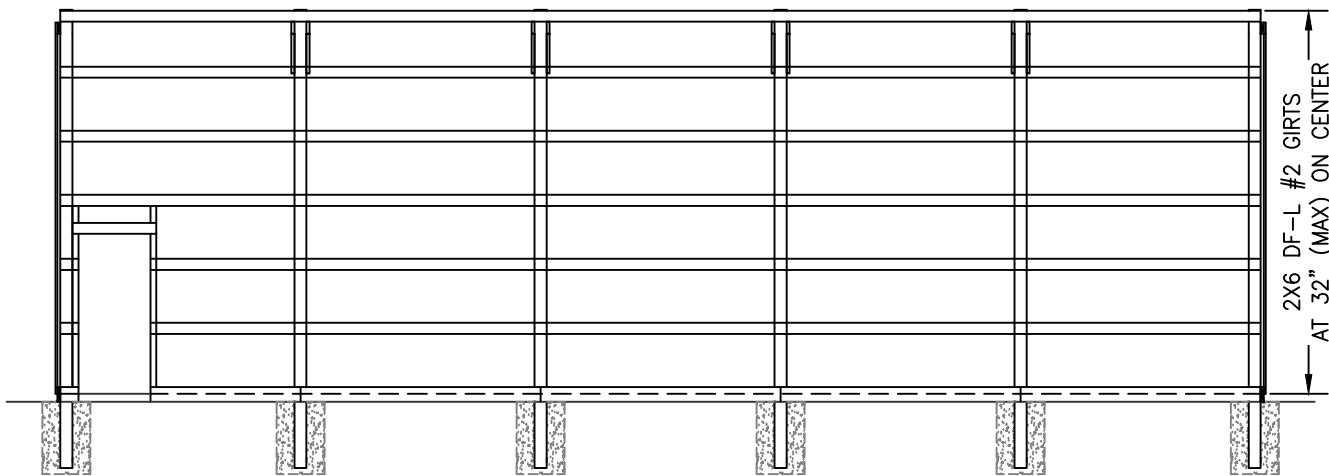
DATE  
09/12/2022

SHEET  
05

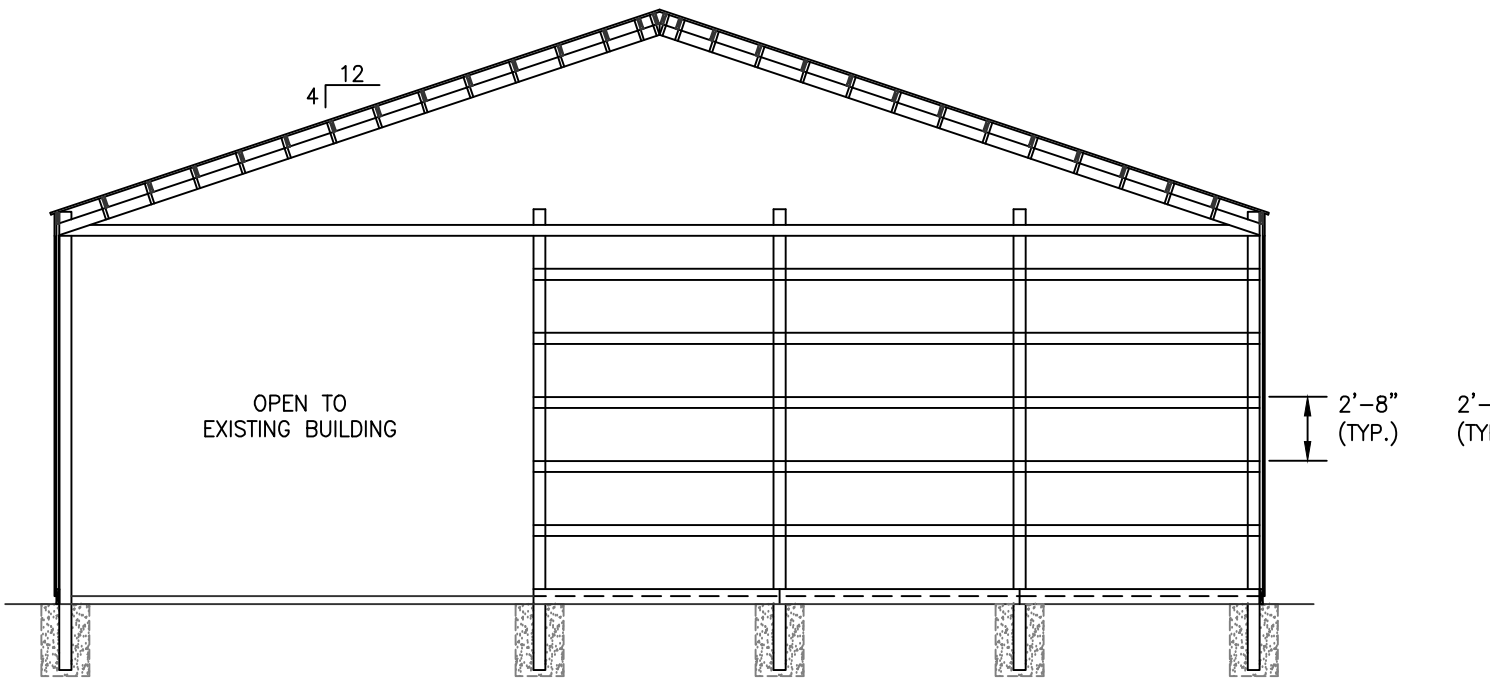
NOTES:  
1. TRUSS HEEL SHOWN AT 6-3/16" ON THESE PLANS. COMPARE PLAN DIMENSIONS WITH TRUSS MANUFACTURER DRAWINGS AND ADJUST PLAN DIMENSIONS (EAVE HEIGHT, PEAK HEIGHT, PANEL LENGTHS, ETC) AS NECESSARY.



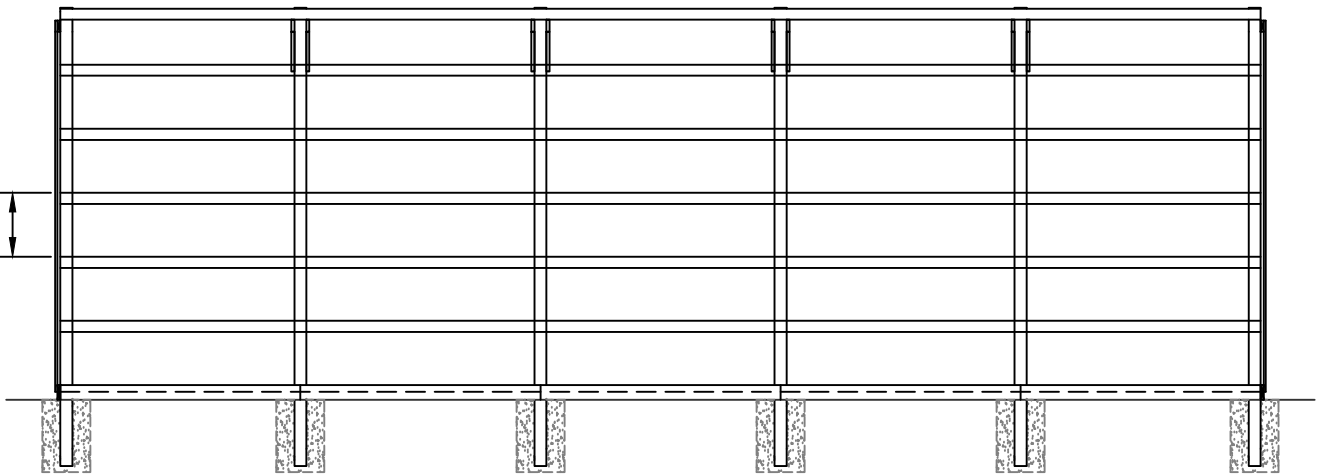
GABLE END GIRT WALL - SOUTH



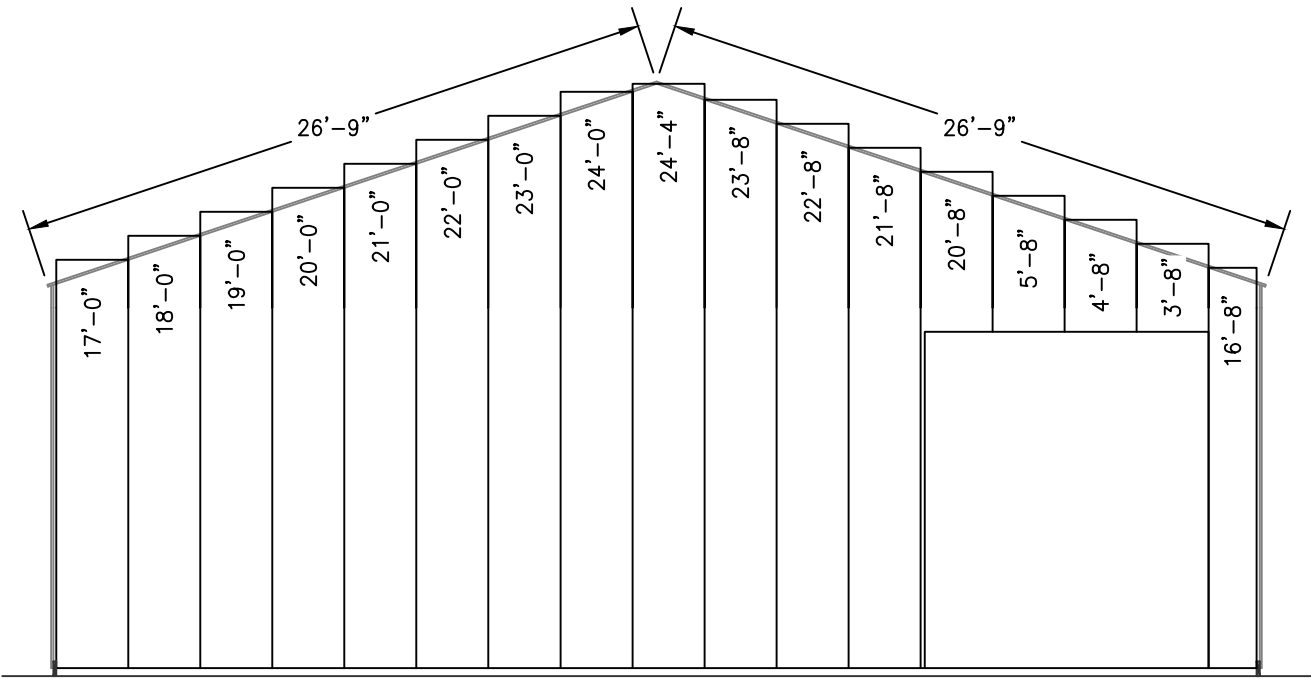
SIDE GIRT WALL - EAST



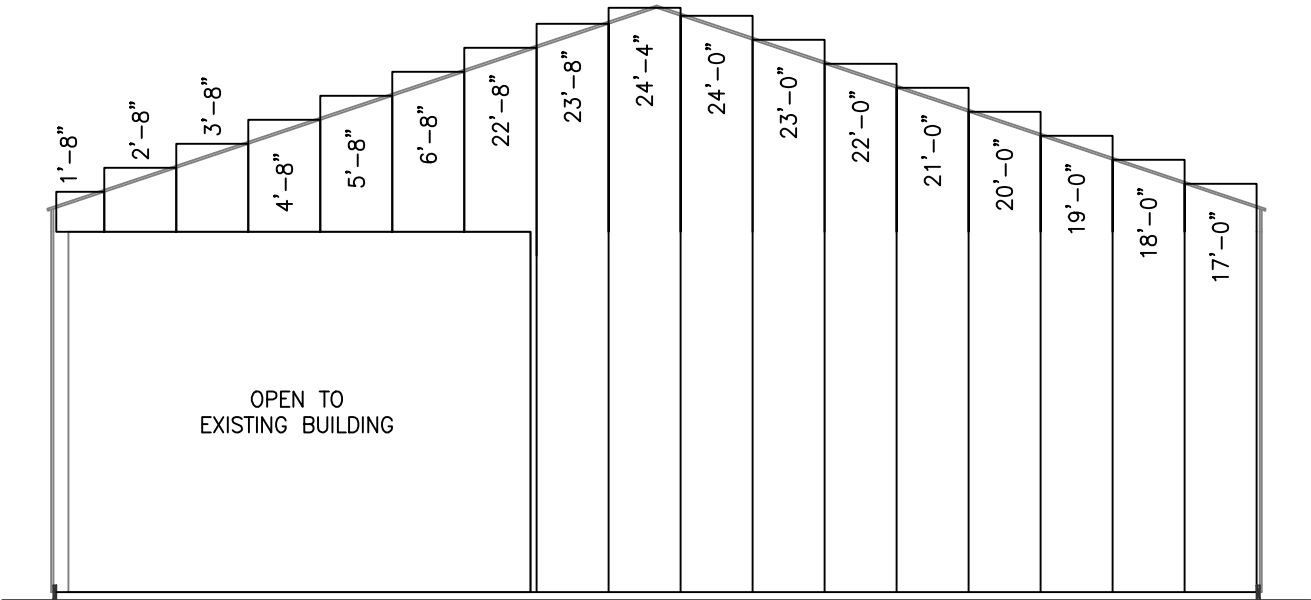
GABLE END GIRT WALL - NORTH



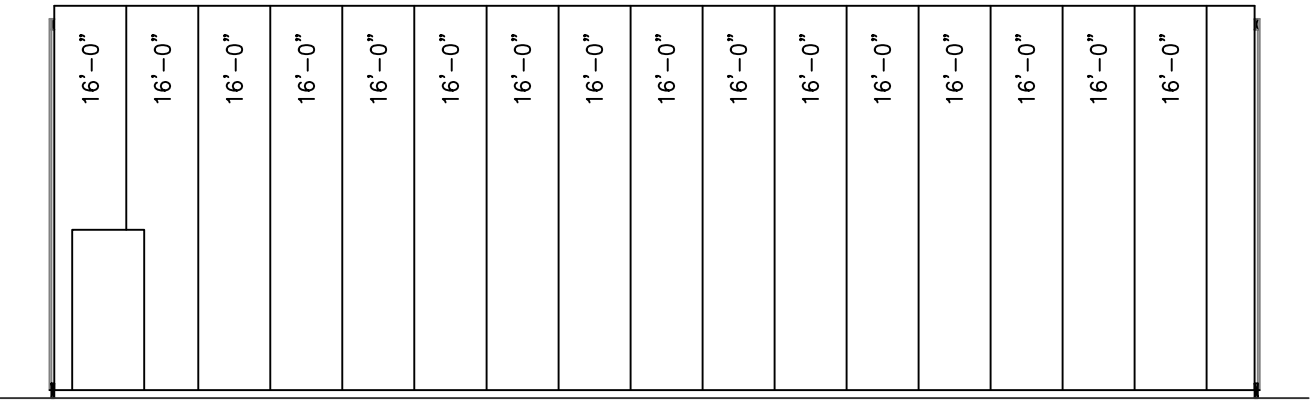
SIDE GIRT WALL - WEST



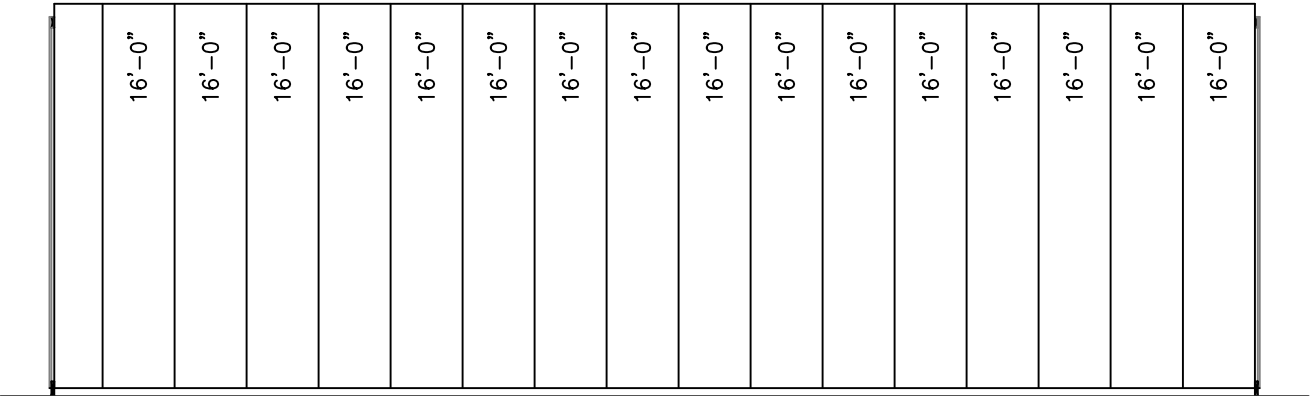
END PANEL LAYOUT - SOUTH



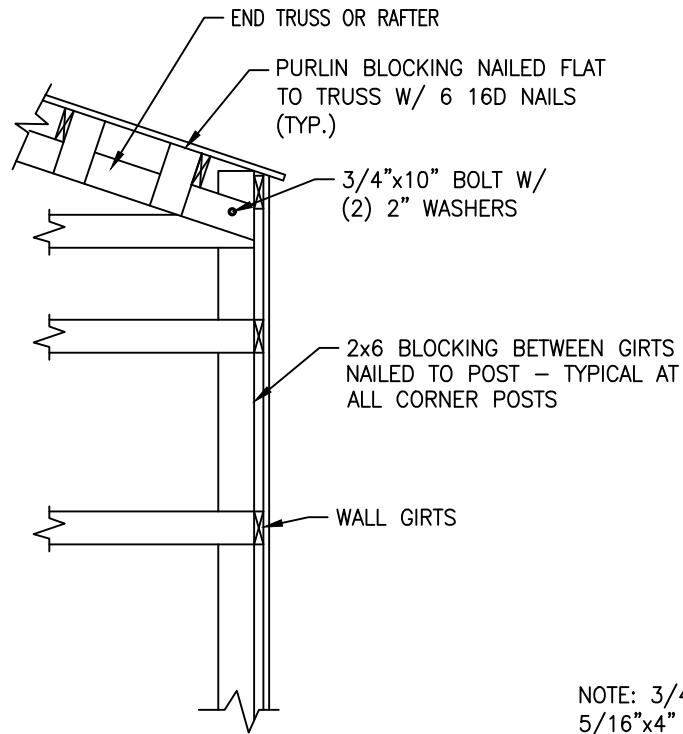
END PANEL LAYOUT - NORTH



SIDE PANEL LAYOUT - EAST

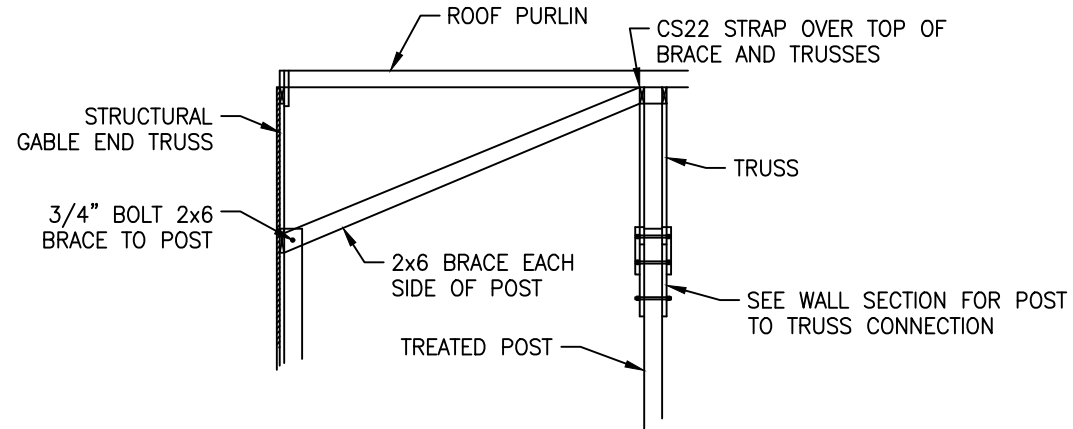


SIDE PANEL LAYOUT - WEST

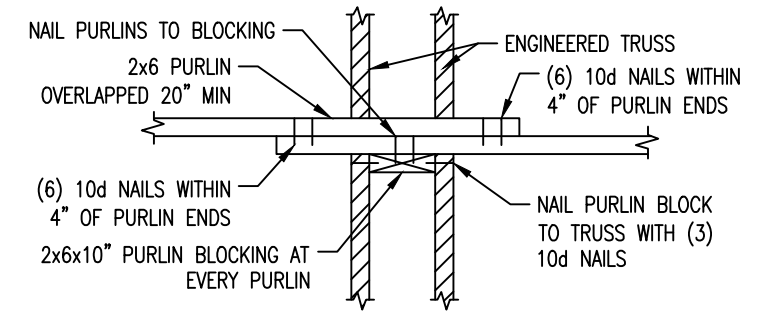


**CORNER BLOCKING**  
NOT TO SCALE

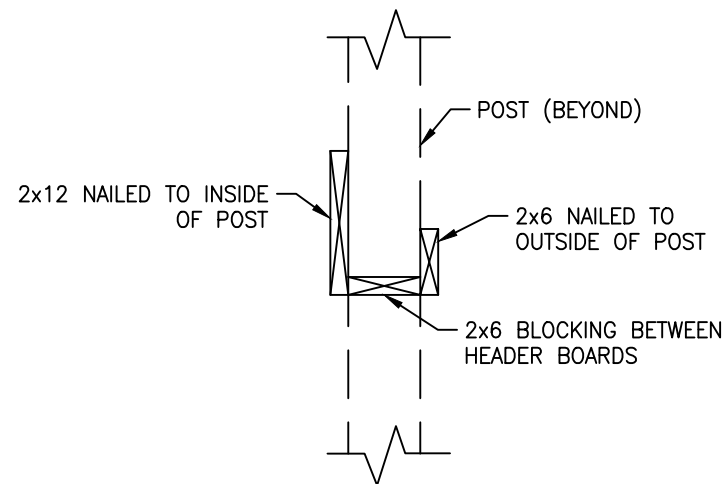
NOTE: 3/4" BOLT ALTERNATIVE: (2) 5/16"x4" POWERLAG FASTENERS (TYP. FOR CORNER BLOCKING AND POST TO TRUSS BRACE DETAILS)



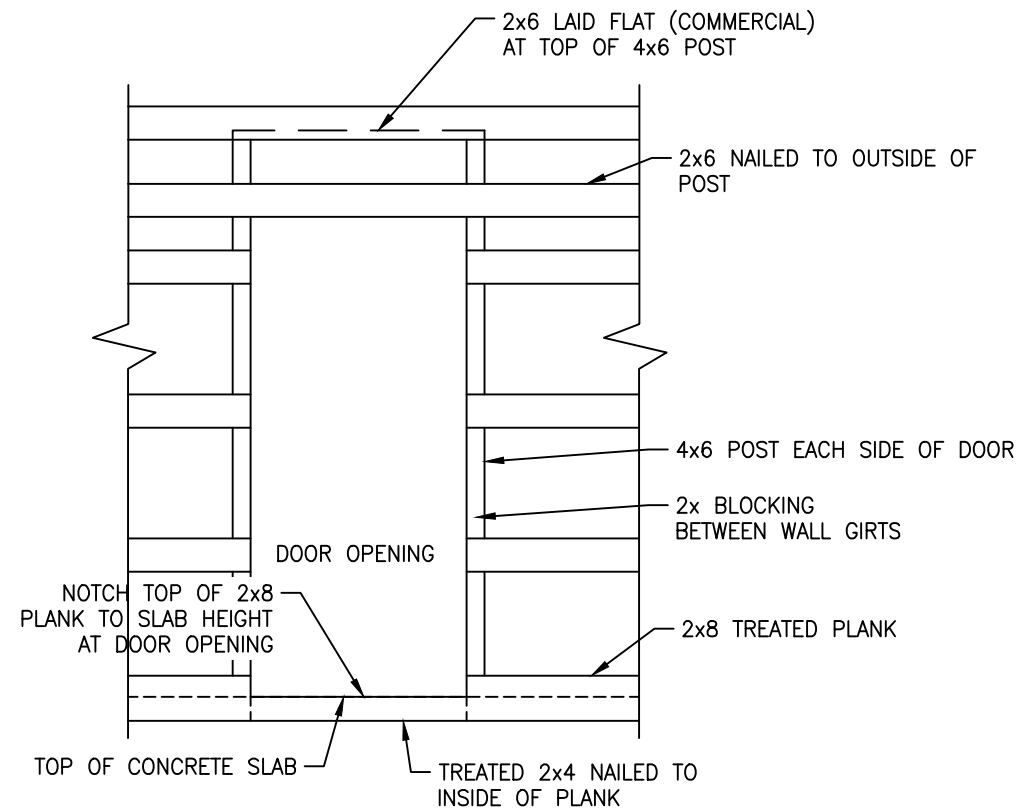
**POST TO TRUSS BRACE**  
NOT TO SCALE



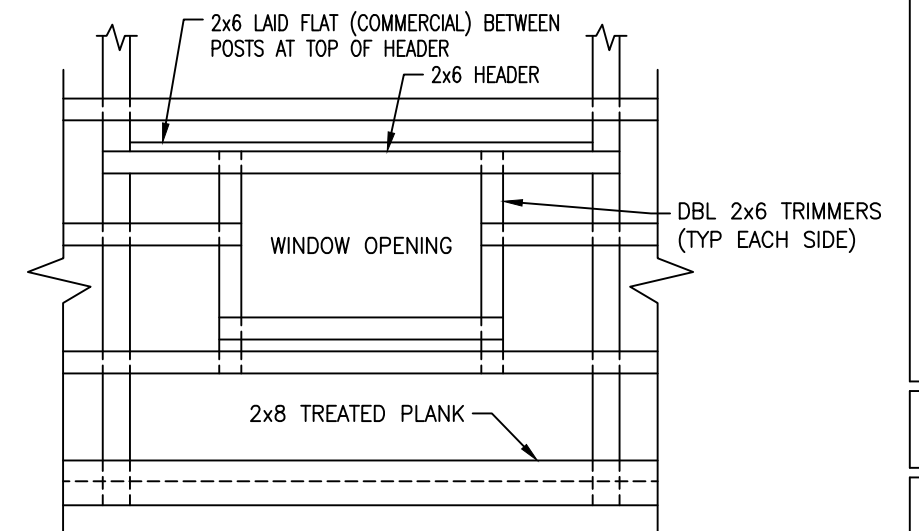
**PURLIN CONNECTION**  
NOT TO SCALE



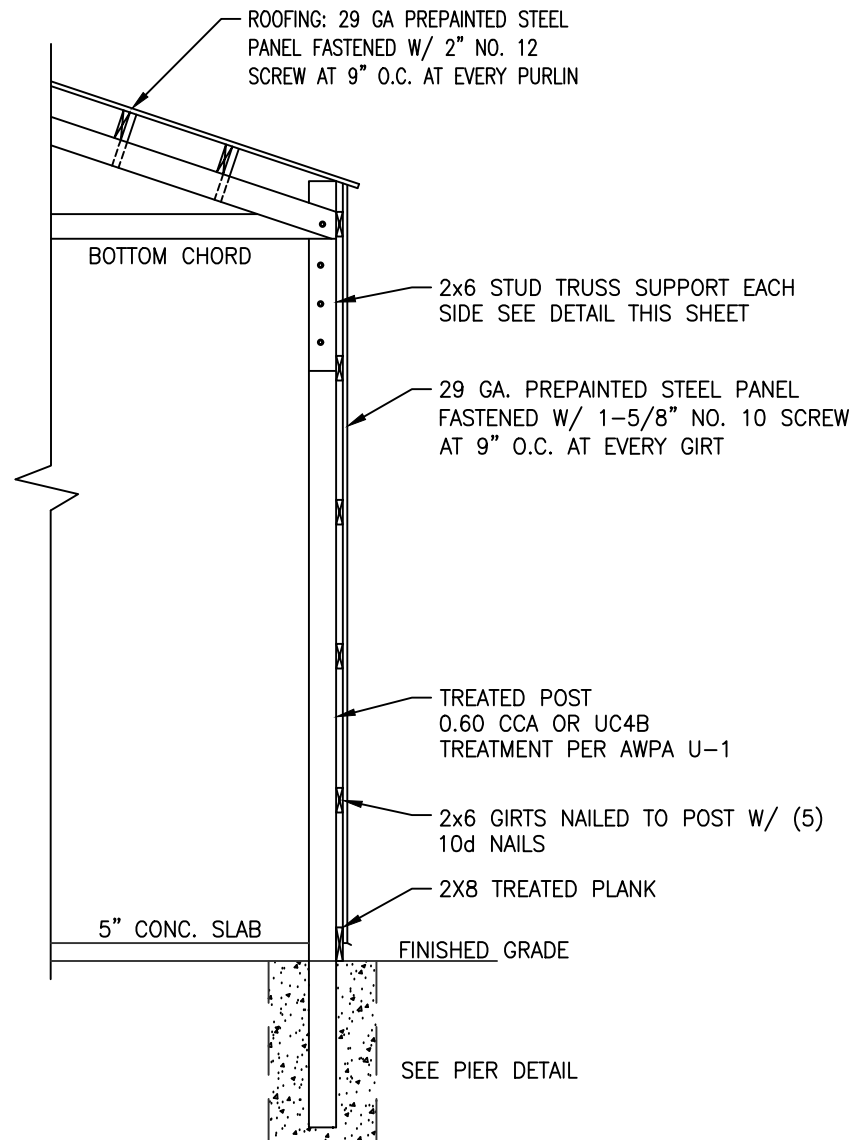
**OVERHEAD DOOR HEADER**  
NOT TO SCALE



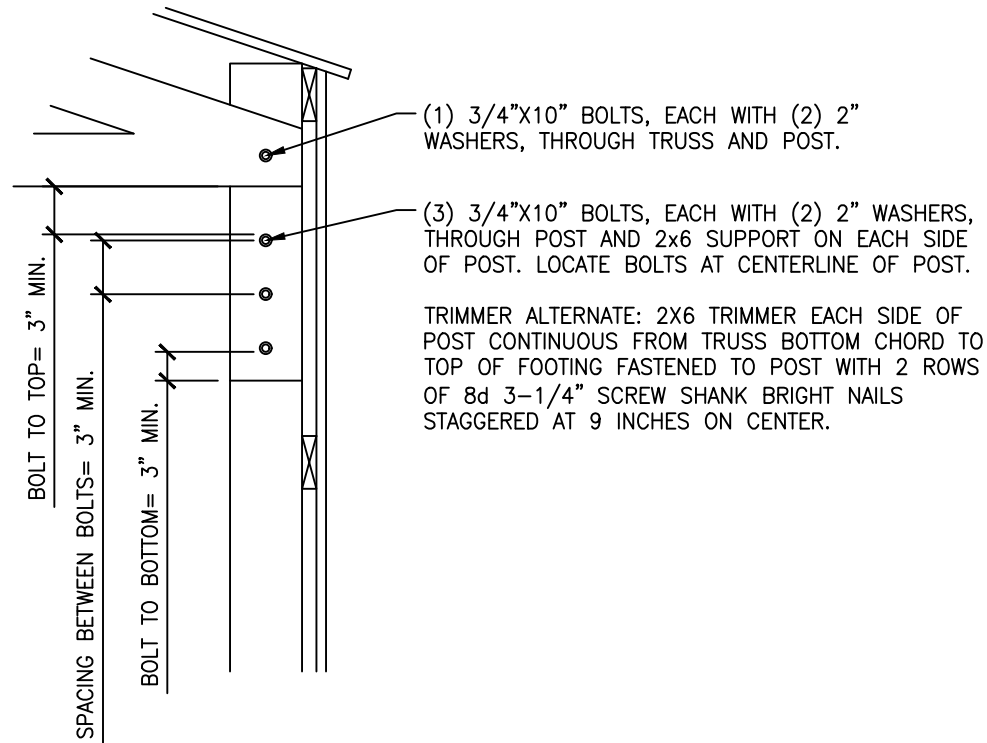
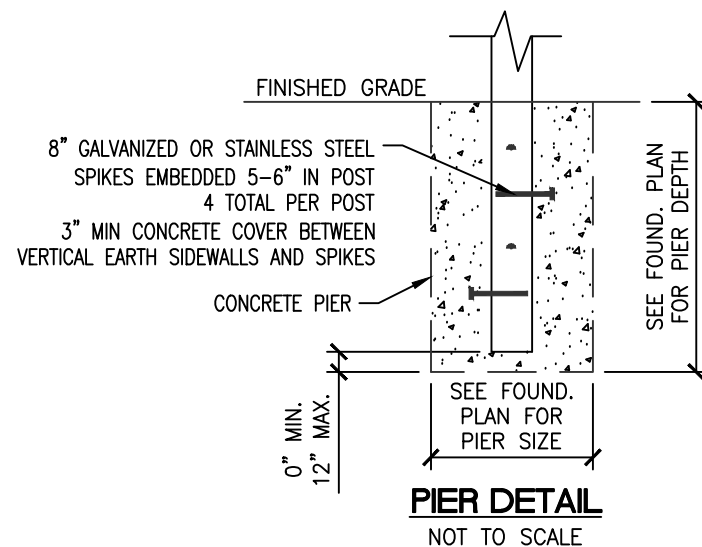
**MAN DOOR OPENING**  
NOT TO SCALE



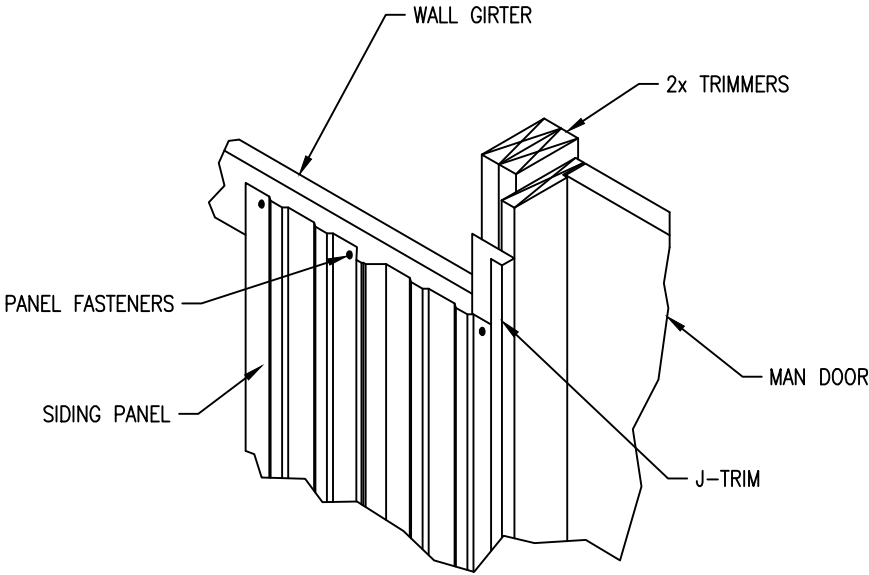
**WINDOW OPENING**  
NOT TO SCALE



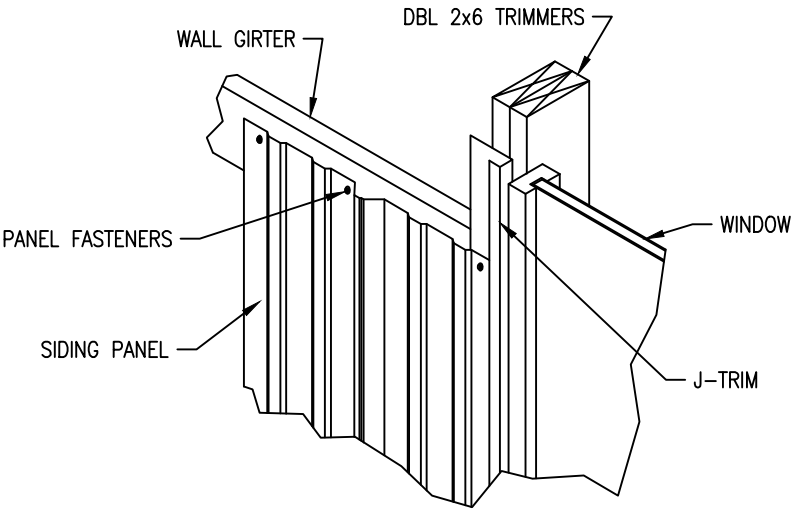
**TYPICAL WALL SECTION**  
NOT TO SCALE



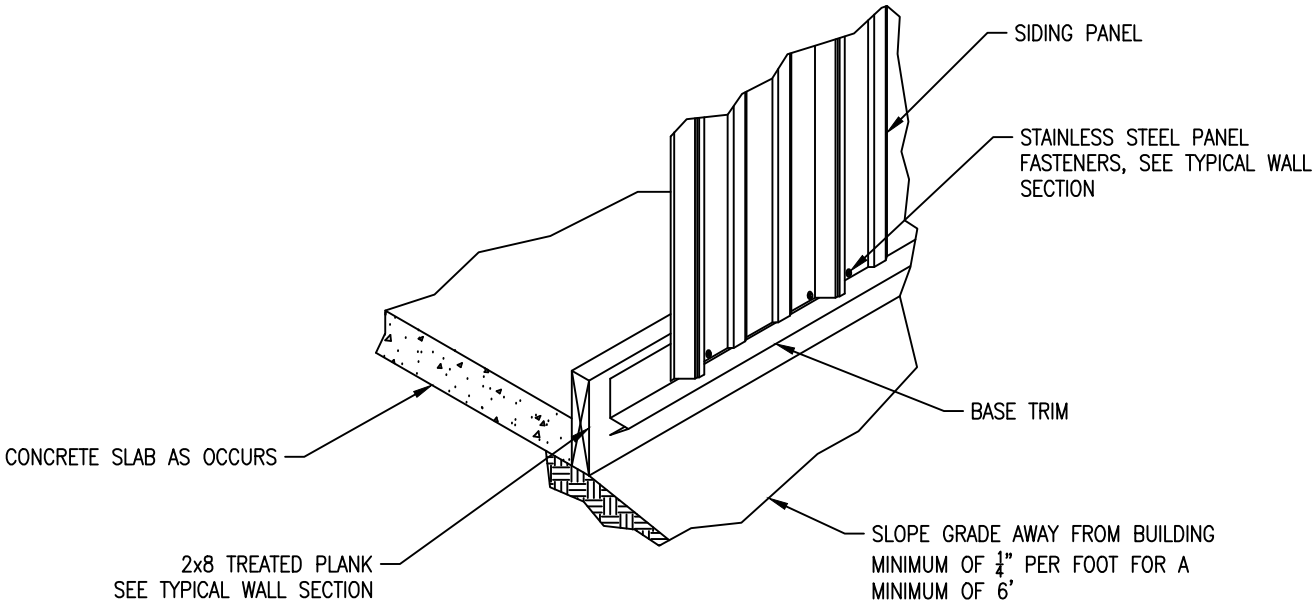
**TRUSS SUPPORT TO POST CONNECTION DETAIL**  
NOT TO SCALE



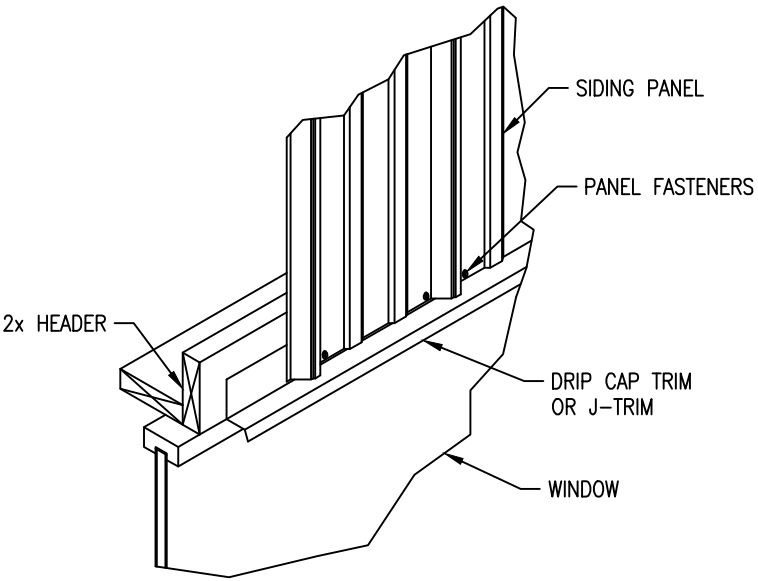
**DOOR JAMB FLASHING**  
NOT TO SCALE



**WINDOW JAMB FLASHING**  
NOT TO SCALE

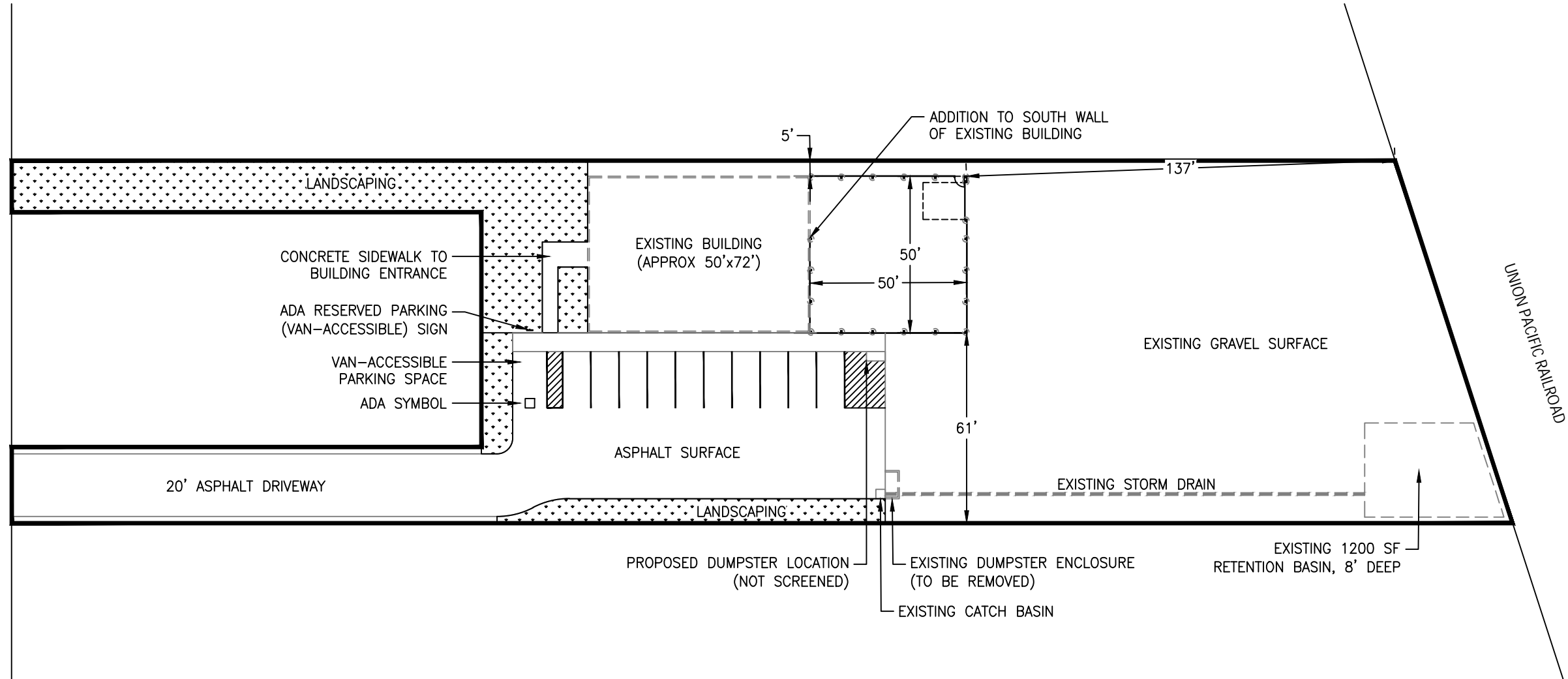


**BASE GUARD FLASHING**  
NOT TO SCALE



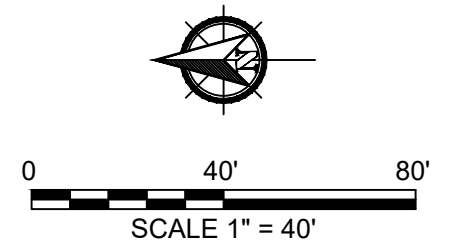
**WINDOW / DOOR HEADER FLASHING**  
NOT TO SCALE

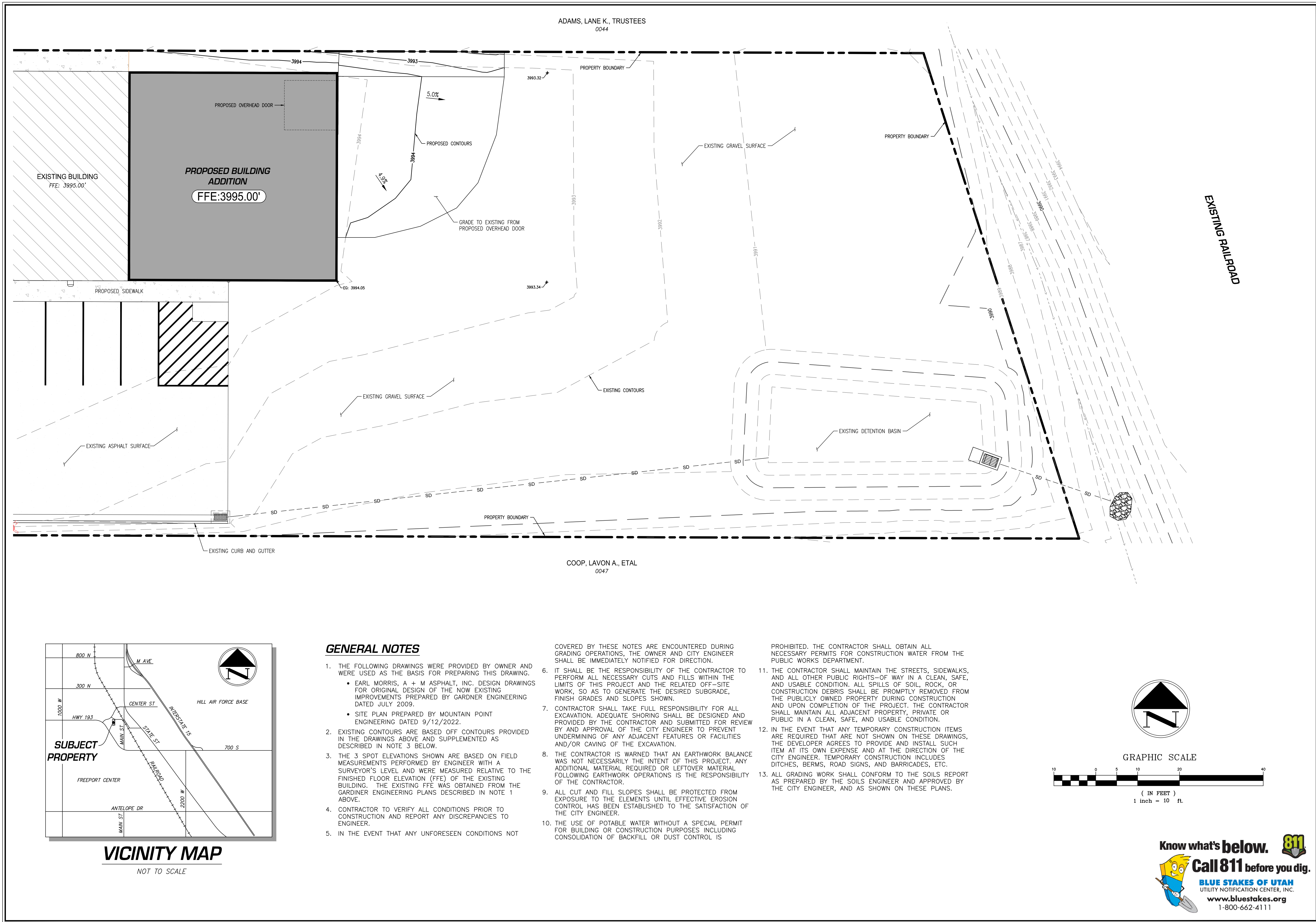
200 SOUTH STREET

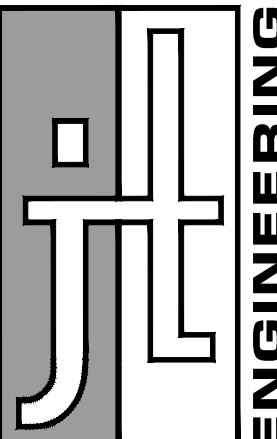


NOTES:

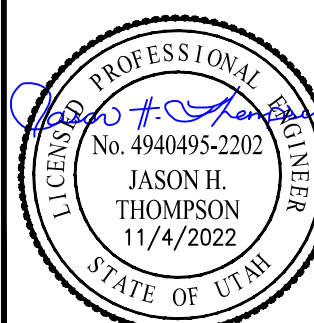
1. DISTANCES TO PROPERTY LINES ARE APPROXIMATE
2. PARKING:
  - 2.1. 11 SPACES PROVIDED (2 SPACES PER 1000 SF BUILDING AREA). 1 VAN-ACCESSIBLE STALL PROVIDED.
  - 2.2. ASSESSABLE PARKING SPACE DIMENSIONS, SIGNAGE, SLOPE, SURFACE, MARKINGS, AND ACCESSIBLE ROUTES SHALL BE CONSTRUCTED TO CONFORM WITH AMERICANS WITH DISABILITIES ACT REQUIREMENTS.
  - 2.3. MAX SLOPES:
    - 2.3.1. ALL DIRECTIONS AT ADA STALLS: 2%.
    - 2.3.2. ADA ROUTE TO STREET AND BUILDING: 5%
3. LANDSCAPING:
  - 3.1. LANDSCAPED AREA: 5278 SF
  - 3.2. TOTAL TREES: 18
  - 3.3. TOTAL SHRUBS: 25







**IT Engineering, PC**  
7886 South 2325 East  
South Weber, Utah  
ph 801.866.7702  
jason@itengpc.com



JASON H. THOMPSON  
11/4/2022  
STATE OF UTAH

#	DATE	BY	REVISIONS	
			DESCRIPTION	

PENGUIN INSULATION

# GRADING PLAN

145 WEST 200 SOUTH  
CLEARFIELD CITY, UTAH

SHEET SIZE: ARCH D

H. SCALE: 1" = 10'

V. SCALE: N/A

DATE: NOV. 4, 2022

© COPYRIGHT 2022

SHEET NO.

## GP1





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

November 23<sup>rd</sup>, 2022

Attn: Tyson Stoddard, Planner  
Proj: Penguin Insulation Storage Building  
Subj: Development Review #1

Tyson,

I have reviewed the submitted plans shared on Bluebeam for Penguin Insulation Storage Building. The plans have a few comments that will need to be addressed prior to our recommendation of approval.

1. The following notes regarding on-site private utilities will need to be added to the drawings:
  - a. Storm Water Facilities: All facilities i.e., pipes, manholes, inlet catch basins, orifice and orifice control structures, detention storage basins, overflow spillways are the sole responsibility of the property owners to manage and repair to the City Standards when failures occur.
  - b. Roadways and Sidewalks Facilities: All hard-surface facilities i.e., roadways, curb and gutter, sidewalk are the sole responsibility of the property owners to manage and repair to the City Standards when failures occur.
2. Show volume for existing storm drain retention basin, include calc's showing required volume for retaining 80th percentile of the 100-year storm on-site.
  - a. Show release rate of existing storm drain retention basin – designed for 100-year storm, releasing at 0.2 CFS
3. A hydrodynamic pretreatment device needs to be placed before stormwater enters the retention basin.
4. Include details of existing site utilities (water, sewer, storm), showing size, material, etc.
5. How is stormwater entering the pond? Flared end section?



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

6. Include details for existing stormwater controls (catch basin, outlet structure).
7. Include slopes & TBC for existing curb and gutter.
8. Include details of how SD is leaving the site.
9. The plans reference a soils report for grading work. Please include the report in the next submittal.

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*



# Planning Commission

## STAFF REPORT

AGENDA ITEM  
**#3**

**TO:** Clearfield City Planning Commission

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

**MEETING DATE:** Wednesday, December 7, 2022

**SUBJECT:** Discussion and Possible Action on **SP 2022-110146**, a site plan request by Jared Schofield with Jennmar to construct a 12,000 square foot storage building at the subject property. **Location:** 635 S. 175 E. (TIN: 12-821-0002). **Parcel Area:** 0.67 Acres. **Zone:** M-1 (Manufacturing). **(Administrative Action)**.

---

### RECOMMENDATION

Staff recommends that the Planning Commission **approve as conditioned, SP 2022-110146**, a site plan request by Jared Schofield with Jennmar to construct a 12,000 square foot storage building at the subject property (TIN: 12-821-0002). This recommendation is based on the discussion and findings in the Staff Report.

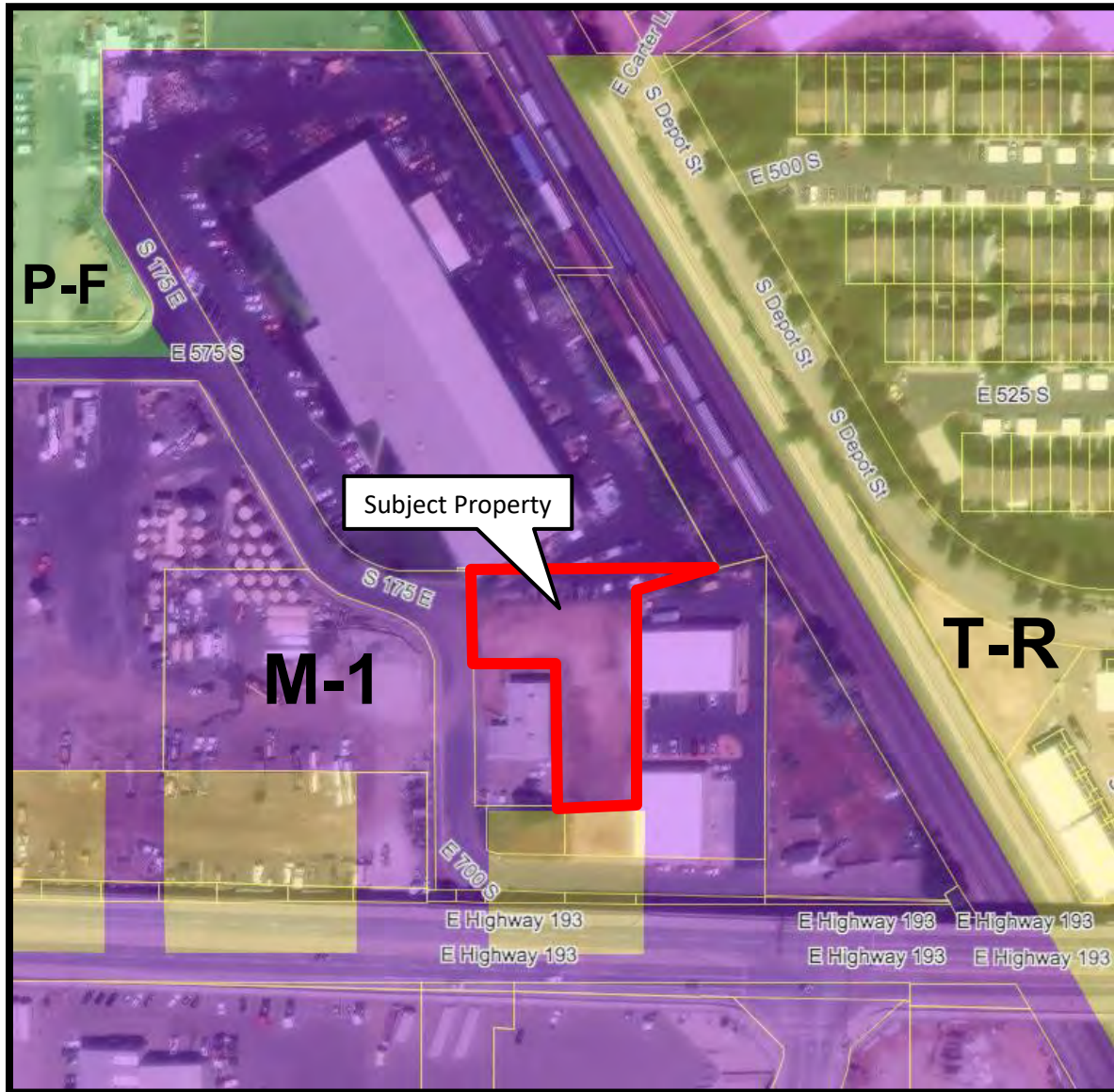
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### PROJECT SUMMARY

Project Information	
Project Name	Jennmar Storage Building
Site Location	635 S. 175 E.
Tax ID Number	12-821-0002
Applicant	Jared Schofield
Owner	Summit Realty Company LP
Proposed Actions	Site Plan Review Approval
Current Zoning	M-1 (Manufacturing)
Project Area	0.67 Acres

Surrounding Properties and Uses:		Current Zoning District	General Plan Land Use Classification
North	Jennmar	M-1 (Manufacturing)	Business Park
East	Office/Warehouse	M-1 (Manufacturing)	Business Park
South	SR 193 Bridge	N/A	N/A
West	Morgan Pavement	M-1 (Manufacturing)	Business Park

### Aerial Image & Zoning



#### BACKGROUND

Summit Realty, the property owner, created the lot through the subdivision process in 2014 in anticipation of an expansion for Jennmar. Jared Schofield with Jennmar is now proposing to construct a 12,000 square foot storage building at the subject location. The proposed building will only be used for storage and will be accessory to the existing manufacturing building to the north. The project is subject to Planning Commission review due to the request for a new building to be constructed in the M-1 (Manufacturing) Zone.

#### SITE PLAN REVIEW

**Lot Width, Setbacks, & Height**

The proposed development complies with the minimum lot width, setback, and height standards of the M-1 Zone. It should be noted that the plans show 175 East as a private street and will need to be updated to label the street as public. The private road was dedicated to Clearfield City on a street dedication plat that was done in conjunction with the SR 193 project in 2013.

### **Landscaping**

The M-1 Zone requires that a minimum of five percent (5%) of the project area be developed as landscaped open space. With a total site area of 0.67 acres or 29,185 square feet, a minimum of 1,460 square feet must be provided as landscaped open space. The landscape plan indicates that 6,890 square feet or 24% of the site will be provided with landscaping. As required by Chapter 11-21, "Landscape Standards and Requirements," all required open space for industrial properties must include at a minimum, one (1) tree for every one thousand (1,000) square feet of landscape area and one (1) shrub for every six hundred (600) square feet of landscape area. Deciduous trees must have a trunk size of two inches (2") as measured eight inches (8") above the soil line and evergreen trees must be a minimum height of six feet (6'). The shrubs must have a minimum size of three (3) gallons at time of planting. Based upon the plans showing 6,890 square feet of landscaping, the development must have:

- Seven (7) trees; and
- Twelve (12) shrubs.

The proposed landscape plan provides eight (8) new trees and thirty-one (31) new shrubs, which meets the plant quantity standards. Industrial properties are exempt from the fifty percent (50%) vegetative cover of the ground plane. The proposed landscape will be an improvement to the site and will contribute to the attractiveness of the property and this area of the community.

### **Fencing and Outdoor Storage**

The applicant has indicated that the concrete area on the northwest end of the property will be used for outdoor storage. Chapter 11-13 "Supplementary Regulations" gives standards for outdoor storage in the M-1 Zone. Any outdoor storage needs to be enclosed by a fence or wall at least six feet (6') in height and impervious to sight from any public street. The plans show that there will be a fence, but they need to be revised to include a detail of the fence type, height, and materials that provide the screening required by code.

### **Site Access and Parking**

Chapters 11-14 "Off Street Parking and Loading" and 11-18 "Design Standards" outline the development standards for site access and parking. Industrial developments require two (2) parking spaces for each 1,000 square feet of gross floor area or fraction thereof. This standard does not apply to floor areas used exclusively for storage. With the proposed accessory building dedicated solely for the purpose of storage, there is no additional parking required for the site.

Access into the site is provided from the existing access from 175 East at the south side of the Jennmar facility.

### **Design Standards**

Chapters 11D "M-1 Zone" and 18 "Design Standards," outline the site and building design standards required for new development or major changes to a site within the city. Accessory buildings are to be incorporated into and compatible with the overall design of the project and the main building on the site. The plans indicate that the new building will be compatible with the existing building materials and colors. Each exterior wall façade is required to include 2 primary materials. The building elevations, starting at the bottom, show a two-foot (2') concrete wall with vertical chamfer strips every four feet (4'). Above the concrete section there will be eight-inch (8") masonry blocks. These materials may count as the required

primary materials if the concrete wall is finished, as the code specifically states that unfinished gray concrete block is not permitted. The remaining building materials will consist of metal wall panels and trim.

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#### **CITY DEPARTMENT / AGENCY REVIEW**

Copies of the plans were provided to the North Davis Sewer District, North Davis Fire District, and Clearfield City's Building and Public Works staff. The city's Staff Engineer has provided a review letter which is attached to this report. No other comments have been provided to date.

---

#### **PUBLIC NOTICE**

A public notice sign was posted on the property on Monday, November 28, 2022. No public comment has been received to date.

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#### **CONDITIONS OF APPROVAL**

*Based upon review of the application materials and applicable city code standards, staff recommends that the Planning Commission approve the site plan request subject to the following conditions. The conditions of approval shall be addressed by the applicant and shown on a set of revised plans prior to issuance of final land use approval unless otherwise noted. Final land use approval includes Planning and Engineering. An application for a building permit will not be accepted until final land use approval is granted.*

- 1) Site Plan approval is subject to North Davis Fire District review and approval.
- 2) The Site Plan shall meet all engineering standards and requirements as outlined in the engineering letter dated November 23<sup>rd</sup>, 2022.
- 3) The building materials shall meet the minimum standards as established in 11-18-7(C).
- 4) Any signs must meet Chapter 11-15 "Sign Regulations" standards. Signs are not included as part of this Site Plan approval. Separate review and approval will be required.
- 5) Any outdoor storage shall meet all standards as established in Chapter 11-13 "Supplementary Regulations".
- 6) The applicant shall obtain a building permit and the project shall comply with all applicable building code standards.

---

#### **ATTACHMENTS**

1. Site Plan
2. Grading & Drainage Plan
3. Utility Plan
4. Details
5. Landscape Plan & Details
6. Irrigation Plan & Details
7. Foundation Plan & Details
8. Wall Elevations
9. Engineering Letter dated November 23, 2022.



# Jennmar Storage Building

## Site Plan

635 S 175 East  
Clearfield City, Davis County, Utah  
A part of Section 1, T4N. R2W, SLB&M, U.S. Survey

### GENERAL NOTES

- The contractor is specifically cautioned that the location and/or elevation of existing utilities as shown on these plans are based on records of the various utility companies and, where possible, measurements taken in the field. The information is not to be relied on as being exact or complete. The contractor must call the appropriate utility company 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 the plans.
- Stalls designated as handicap will require a painted handicap symbol and sign. (See Details)
- Fire lane markings and signs to be installed as directed by the Fire Marshall.
- Alse markings, directional arrows and stop bars will be painted at each driveway as shown on the plans.
- Building sidewalks, ramps, and bollards are building contractor responsible items. See architectural plans.
- All dimensions are to back of curb unless otherwise noted.

### SHEET INDEX

No.	Title
C000	Cover Sheet
C100	Site Plan
C200	Grading Plan
C300	Utility Plan
C500	Details
LP101	Landscape Plan
LI101	Irrigation Plan
LI501	Irrigation Details
F-1	Foundation Plan
F-2	Foundation Details
A-1	Wall Elevations



Vicinity Map  
1" = 250'

#### FLOOD ZONE

Property is located in unshaded Zone X (Areas of minimal Flooding) according to Flood Insurance Rate Maps (FIRM) Community Panel No. 49011C0210E, effective 06/18/2007.

#### PRIVATE ENGINEER'S NOTICE TO CONTRACTORS

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ALL CONSTRUCTION TO CONFORM TO OGDEN CITY STANDARDS AND SPECIFICATIONS IN RIGHT OF WAY

#### CURRENT ZONE CLASSIFICATION

Property is located in Zone M-1 (Industrial)  
Found on  
<https://clearfield.maps.arcgis.com/apps/webappviewer/index.html>

Adjacent Parcels are zoned as follows:  
- Parcels to the east, north, and west are zoned M-1 (Industrial).  
- The parcel south is zoned R-2 (Residential).

OWNER/ DEVELOPER:  
JENNMAR CORPORATION  
CONTACT: JARED SCHOFIELD  
OFFICE: (801) 728-6107  
ADDRESS: 155 E 550 S, CLEARFIELD, UT 84015  
EMAIL: JSCHOFIELD@JENNMAR.COM

ENGINEER/SURVEYOR:  
GREAT BASIN ENGINEERING INC.  
CONTACT: CHAD M. ANDERSON, PE  
OFFICE: 801-394-4515  
ADDRESS: 5746 SOUTH 1475 EAST SUITE 200  
OGDEN, 84403  
EMAIL: CANDERSON@GREATBASINENG.COM

STRUCTURAL ENGINEER:  
MOUNTAIN VIEW ENGINEERING, INC.  
CONTACT: JEDEDIAH VERNE LARSEN  
OFFICE: (435) 734-9700  
ADDRESS: 345 N MAIN STREET, STE A  
BRIGHAM CITY, UT 84302

LANDSCAPE ARCHITECT:  
GREAT BASIN ENGINEERING INC.  
CONTACT: JAMES ZAUGG, LA  
OFFICE: 801-394-4515  
ADDRESS: 5746 SOUTH 1475 EAST SUITE 200  
OGDEN, 84403  
EMAIL: JZAUGG@GREATBASINENG.COM

Call before you Dig

Avoid cutting underground utility lines, it's costly.



1-800-662-4111

PRELIMINARY - NOT FOR CONSTRUCTION

GREAT BASIN ENGINEERING  
5746 SOUTH 1475 EAST OGDEN, UTAH 84403  
MAIN (801)394-4515 S.L.C (801)521-0222 FAX (801)392-7544  
WWW.GREATBASINENGINEERING.COM

Cover Sheet  
Jennmar Storage Building  
559 South Main Street  
Clearfield City, Davis County, Utah  
A part of Section 1, T4N. R2W, SLB&M, U.S. Survey

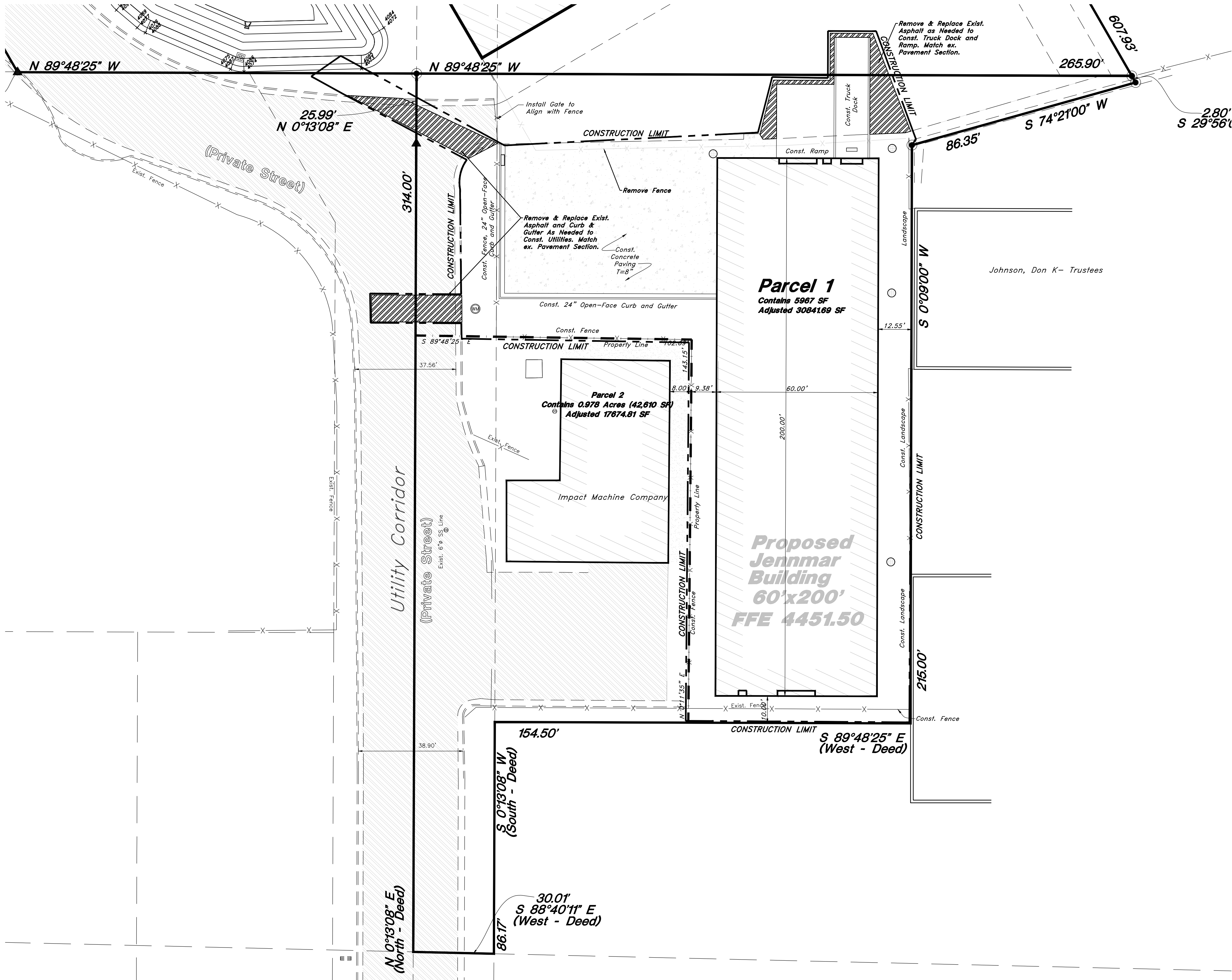
2022-11-04

SHEET NO.

C000

13N001

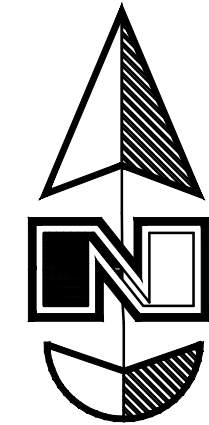




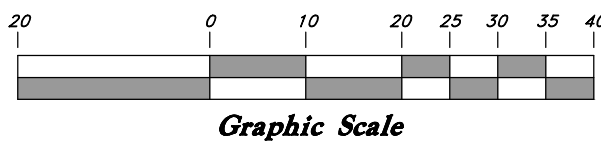
## Legend

(Note: All items may not appear on drawing)

- San. Sewer Manhole
  - Water Manhole
  - Storm Drain Manhole
  - Cleanout
  - Electrical Manhole
  - Catch Basins
  - Exist. Fire Hydrant
  - Exist. Water Valve
  - Water Valve
  - Sanitary Sewer
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  - Power pole w/guy
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  - Overhead Power line
  - Corrugated Metal Pipe
  - Concrete Pipe
  - Reinforced Concrete Pipe
  - Ductile Iron
  - Polyvinyl Chloride
  - Top of Asphalt
  - Edge of Asphalt
  - Centerline
  - Flowline
  - Finish Floor
  - Top of Curb
  - Top of Walk
  - Top of Wall
  - Top of Concrete
  - Natural Ground
  - Finish Grade
  - Match Existing
  - Fire Department Connection
  - Finish Contour
  - Exist. Contour
  - Finish Grade
  - Exist. Grade
  - Ridge Line
  - Direction of Flow
- Existing Asphalt
- New Asphalt
- Heavy Duty Asphalt
- Existing Concrete
- New Concrete
- Spill Curb & Gutter
- Demo Tree



Scale: 1" = 20'



- GENERAL SITE NOTES:
- Stalls designated as accessible will require a pointed accessible symbol and sign. (See Details)
  - Fire lane markings and signs to be installed as directed by the Fire Marshal.
  - Asile markings, directional arrows and stop bars will be painted at each driveway as shown on the plans.
  - Building sidewalks, ramps, and bollards are building contractor responsible items. See architectural plans.
  - All dimensions are to back of curb unless otherwise noted.

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WWW.GREATBASINENGINEERING.COM

**Jennmar Storage Building**

559 South Main Street  
Clearfield City, Davis County, Utah  
A part of Section 1, 74N, R2W, SLB&M, U.S. Survey

Site Plan

2022-11-04

SHEET NO.

**C100**

13N001

Call before you Dig

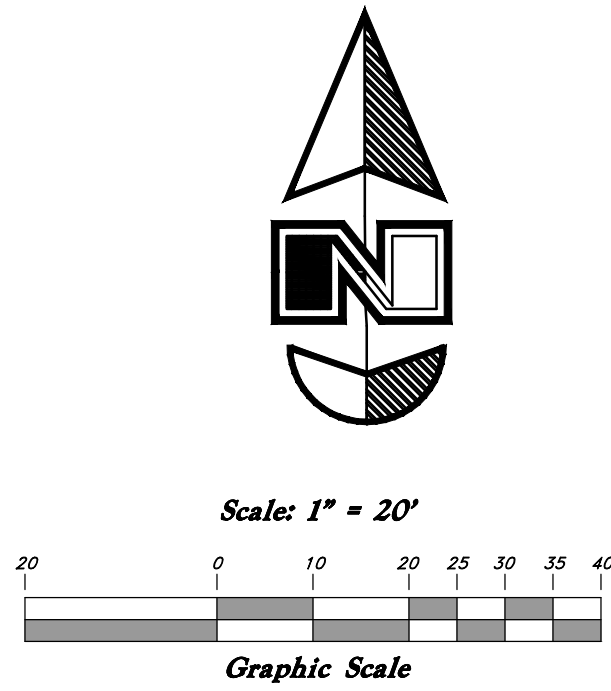
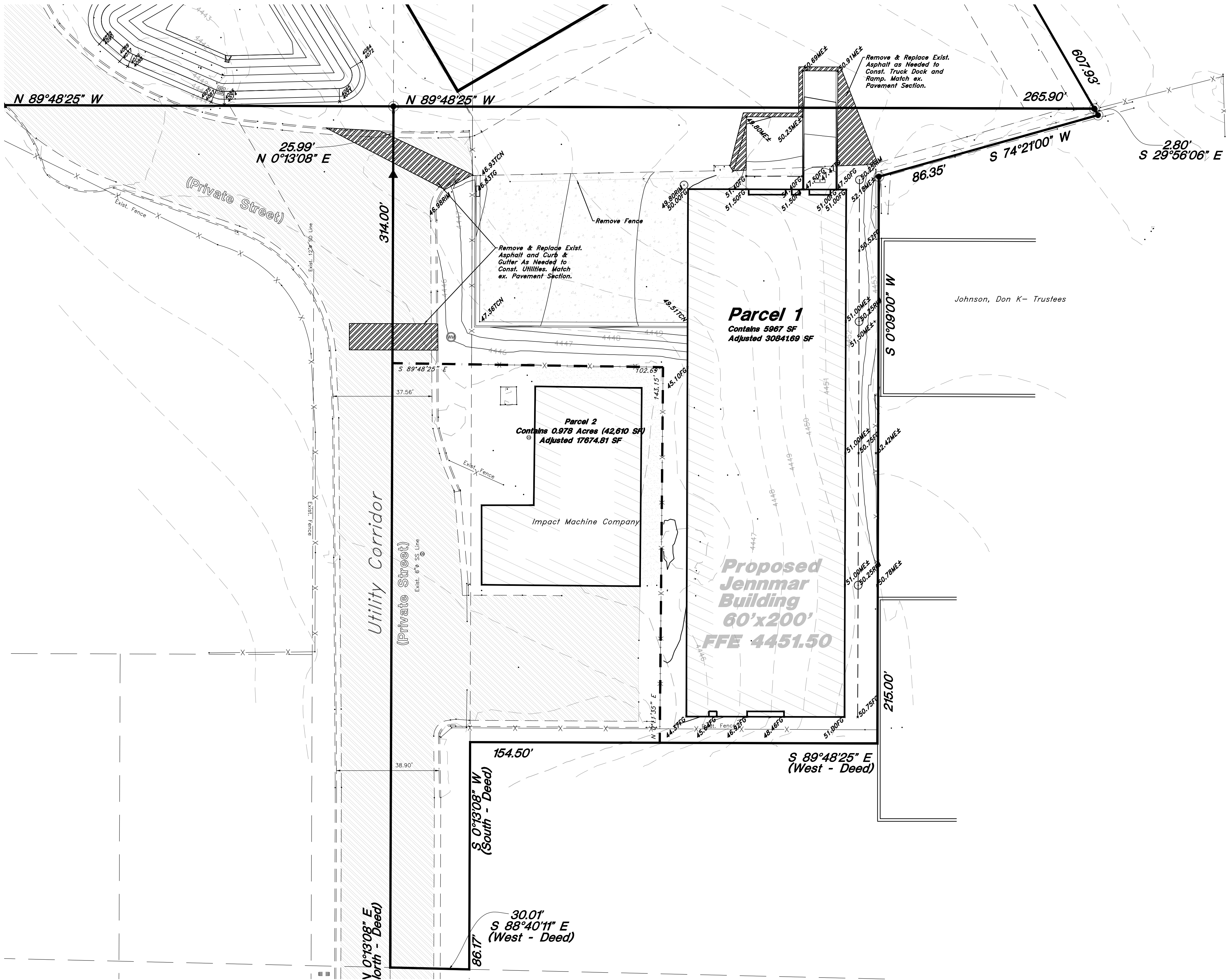
Avoid cutting underground utility lines, it's costly.



1-800-662-4111

**PRELIMINARY - NOT FOR CONSTRUCTION**





## Legend

(Note: All items may not appear on drawing)

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- Demo Tree

- GENERAL GRADING NOTES:**
- All work shall be in accordance with the City Public Works Standard.
  - Cut slopes shall be no steeper than 2 horizontal to 1 vertical.
  - Fill slopes shall be no steeper than 2 horizontal to 1 vertical.
  - Fills shall be compacted per the recommendations of the geotechnical report prepared for the project and shall be certified by the geotechnical engineer.
  - Areas to receive fill shall be properly prepared and approved by the City inspector and geotechnical Engineer prior to placing fill.
  - Fills shall be benched into competent material as per specifications and geotechnical report.
  - All trench backfill shall be tested and certified by the site geotechnical engineer per the grading code.
  - A geotechnical engineer shall perform periodic inspections and submit a complete report and map upon completion of the rough grading.
  - The final compaction report and certification from the geotechnical engineer shall contain the type of field testing performed. Each test shall be identified with the method of obtaining the in-place density, whether sand cone or drive ring and shall be so noted for each test. Sufficient maximum density determinations shall be performed to verify the accuracy of the maximum density curves used by the field technician.
  - Dust shall be controlled by watering.
  - The location and protection of all utilities is the responsibility of the permittee.
  - Approved protective measures and temporary drainage provisions must be used to protect adjoining properties during the grading project.
  - All public roadways must be cleared daily of all dirt, mud and debris deposited on them as a result of the grading operation. Cleaning is to be done to the satisfaction of the city engineer.
  - The site shall be cleared and grubbed of all vegetation and deleterious matter prior to grading.
  - The contractor shall provide shoring in accordance with OSHA requirements for trench walls.
  - Aggregate base shall be compacted per the geotechnical report prepared for the project.
  - Elevations shown on this plan are finish grades. Rough grades are the subgrades of the improvements shown hereon.
  - The recommendations in the following Geotechnical Engineering Report by xxxx are included in the requirements of grading and site preparation.  
The report is titled "GEOTECHNICAL INVESTIGATION"  
Job No.: \_\_\_\_\_ Address \_\_\_\_\_  
Dated: \_\_\_\_\_
  - As part of the construction documents, owner has provided contractor with a topographic survey performed by manual or aerial means. Such survey was prepared for project design purposes and is provided to the contractor as a courtesy. It is expressly understood that such survey may not accurately reflect existing topographic conditions.
  - Erosion Control: Protect all inlet boxes, catch basins, etc. with straw bales or other approved method to strain the storm water during construction. Protect surrounding properties and streets from site runoff with sandbags and earth berms.

- CURB AND GUTTER CONSTRUCTION NOTES:**
- Open face gutter shall be constructed where drainage is directed away from curb.
  - Open face gutter locations are indicated by shading and notes on site and grading plan.
  - It is the responsibility of the surveyor to adjust top of curb grades at the time construction staking.
  - Refer to the typical details for a standard and open face curb and gutter for dimensions.
  - Transitions between open face and standard curb and gutter are to be smooth. Hand form these areas if necessary.

- ADA NOTES:**
- Contractor must maintain a running slope on Accessible routes no steeper than 5.0% (1:20). The cross slope for Accessible routes must be no steeper than 2.0% (1:50). All Accessible routes must have a minimum clear width of 36". If grades on plans do not meet this requirement, notify Consultants immediately.
- The Client, Contractor, and Subcontractor should immediately notify the Consultant of any conditions of the project that they believe do not comply with the current state of the ADA and/or FHAA.

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ALL CONSTRUCTION TO CONFORM TO CITY STANDARDS AND SPECIFICATIONS IN RIGHT OF WAY.



# PRELIMINARY - NOT FOR CONSTRUCTION



**Grading and Drainage Plan**

**Jennmar Storage Building**

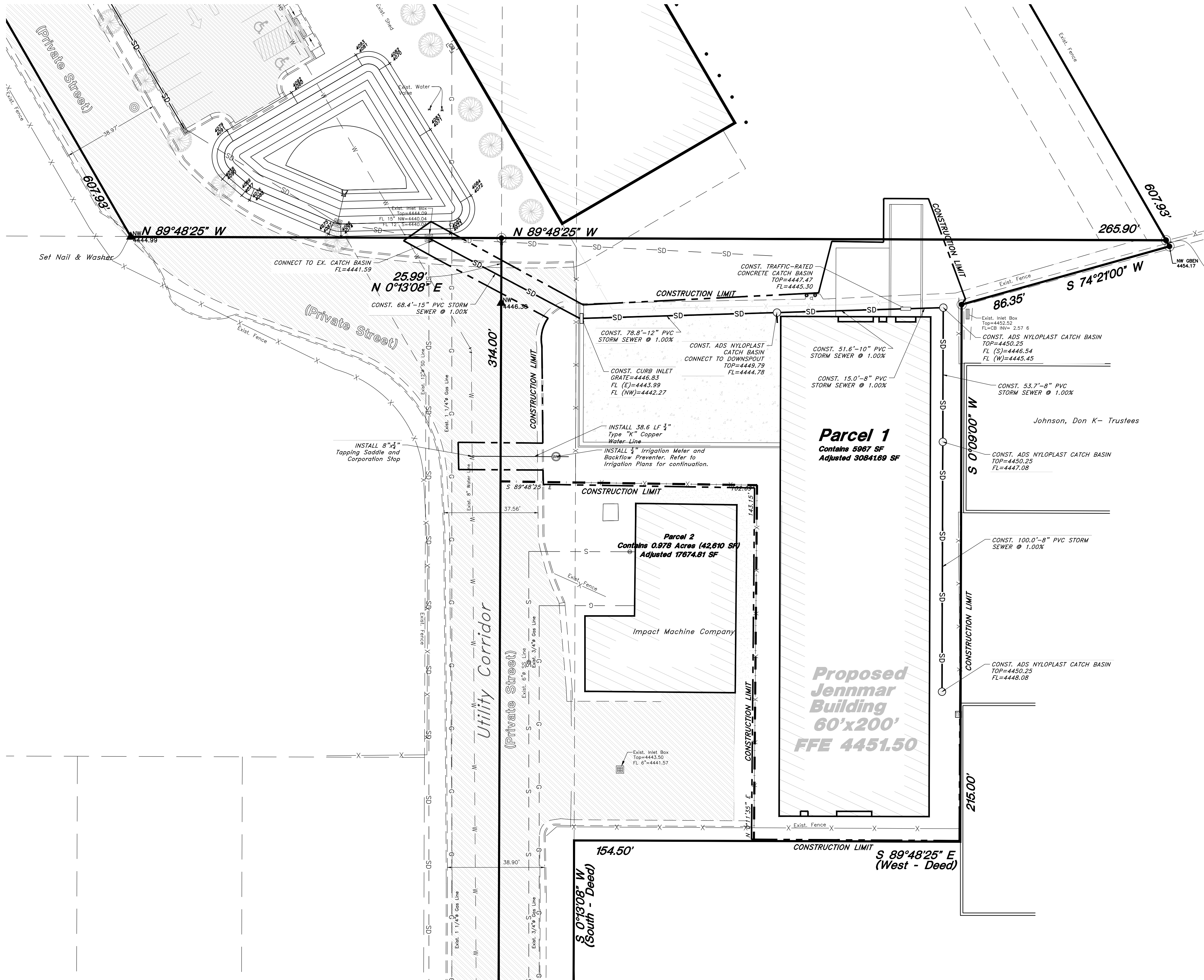
559 South Main Street  
Clearfield City, Davis County, Utah  
A part of Section 1, T4N, R2W, SLB&M, U.S. Survey

2022-11-04

SHEET NO.  
**C200**

13N001

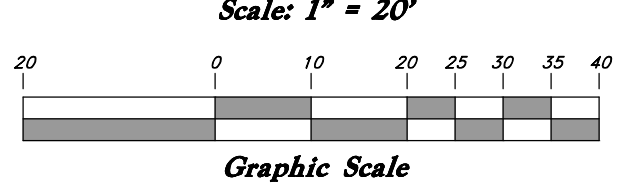
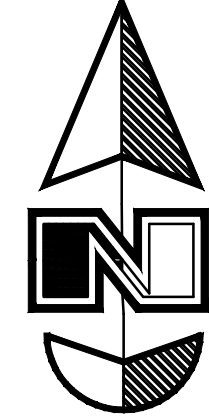




Legend

(Note: All items may not appear on drawing)

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- New Asphalt
- Heavy Duty Asphalt
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- New Concrete
- Spill Curb & Gutter
- Demo Tree



- General Utility Notes:
- Coordinate all utility connections to building with plumbing plans and building contractor.
  - Verify depth and location of all existing utilities prior to constructing any new utility lines.
  - Notify Civil Engineer of any discrepancies or conflicts prior to any connections being made.
  - All catch basin and inlet box grates are to be bicycle proof.
  - All inlet boxes located in curb and gutter are to be placed parallel to the curb and gutter and set under the frame and grate. Improperly placed boxes will be removed and replaced at no additional cost to the owner. Precast or cast in place boxes are acceptable.
  - Refer to the site electrical plan for details and locations of electrical lines, transformers and light poles.
  - Gas lines, telephone lines, and cable TV lines are not a part of these plans unless otherwise noted.
  - Water meters are to be installed per city standards and specifications. It will be the contractor's responsibility to install all items required.
  - Water lines, valves, fire hydrants, fittings etc. are to be constructed as shown. Contractor is responsible to construct any vertical adjustments necessary to clear sewer, storm drain or other utilities as necessary including valve boxes and hydrant spools to proper grade.
  - Field verify all existing and/or proposed Roof Drain/Roof Drain down spout connections to Storm Water System with Civil, Plumbing & Architectural plans. Notify Engineer of any discrepancies.

Utility Piping Materials:  
All piping to be installed per manufacturers recommendations. Refer to project specifications for more detailed information regarding materials, installation, etc.

- Culinary Service Laterals
- 3/4" to 2" diameter pipe - copper tube ASTM B, Type K, Soft Temper
  - Over 2" diameter pipe - AWWA C-900 Class 150 pipe

Water Main Lines and Fire Lines

- Pipe material as shown on utility plan view or to meet city standards.

Sanitary Sewer Lines

- All sewer piping to be Polyvinyl Chloride (PVC) sewer pipe, ASTM D 3034, Type PSM, SDR 35

- Storm Drain Lines
- 10" pipes or smaller - Polyvinyl Chloride (PVC) sewer pipe, ASTM D3034, Type PSM, SDR 35
  - 12" to 21" pipes - Concrete Pipe, ASTM C14, Class III up to 13' of cover. For greater than 13' feet of cover, use reinforced concrete pipe and classes listed below.
  - 24" pipes or larger - Reinforced Concrete Pipe, ASTM C76, Class III up to 13' of cover, Class IV for 13' to 21' of cover, Class V for 21' to 32' of cover, and Special Design for cover greater than 32 feet.

CAUTION NOTICE TO CONTRACTOR  
The contractor is specifically cautioned that the location and/or elevation of existing utilities as shown on these plans are based on records of the various utility companies and, where possible, measurements taken in the field. The information is not to be relied on as being exact or complete. The contractor must call the appropriate utility company 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 the plans.

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ALL CONSTRUCTION TO CONFORM TO CITY STANDARDS AND SPECIFICATIONS IN RIGHT OF WAY



PRELIMINARY - NOT FOR CONSTRUCTION

GREAT BASIN ENGINEERING

5746 SOUTH 1475 EAST, OGDEN, UTAH 84403  
MAIN (801)394-4515 S.L.C (801)521-0222 FAX (801)392-7544  
WWW.GREATBASINENGINEERING.COM

Utility Plan

Jennmar Storage Building

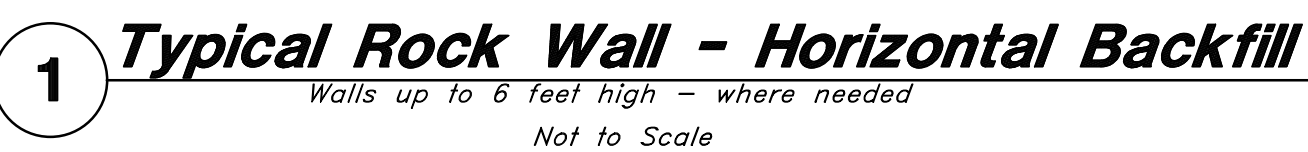
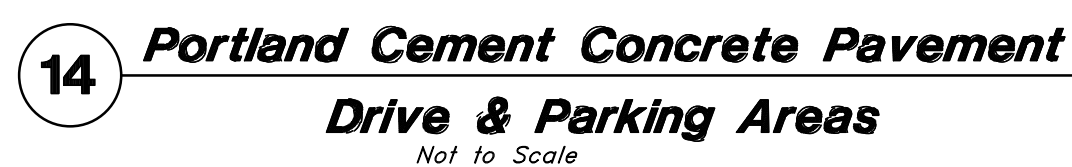
559 South Main Street  
Clearfield City, Davis County, Utah  
A part of Section 1, 74N, R2W, SLB&M, U.S. Survey

2022-11-04

SHEET NO.

C300

13N001



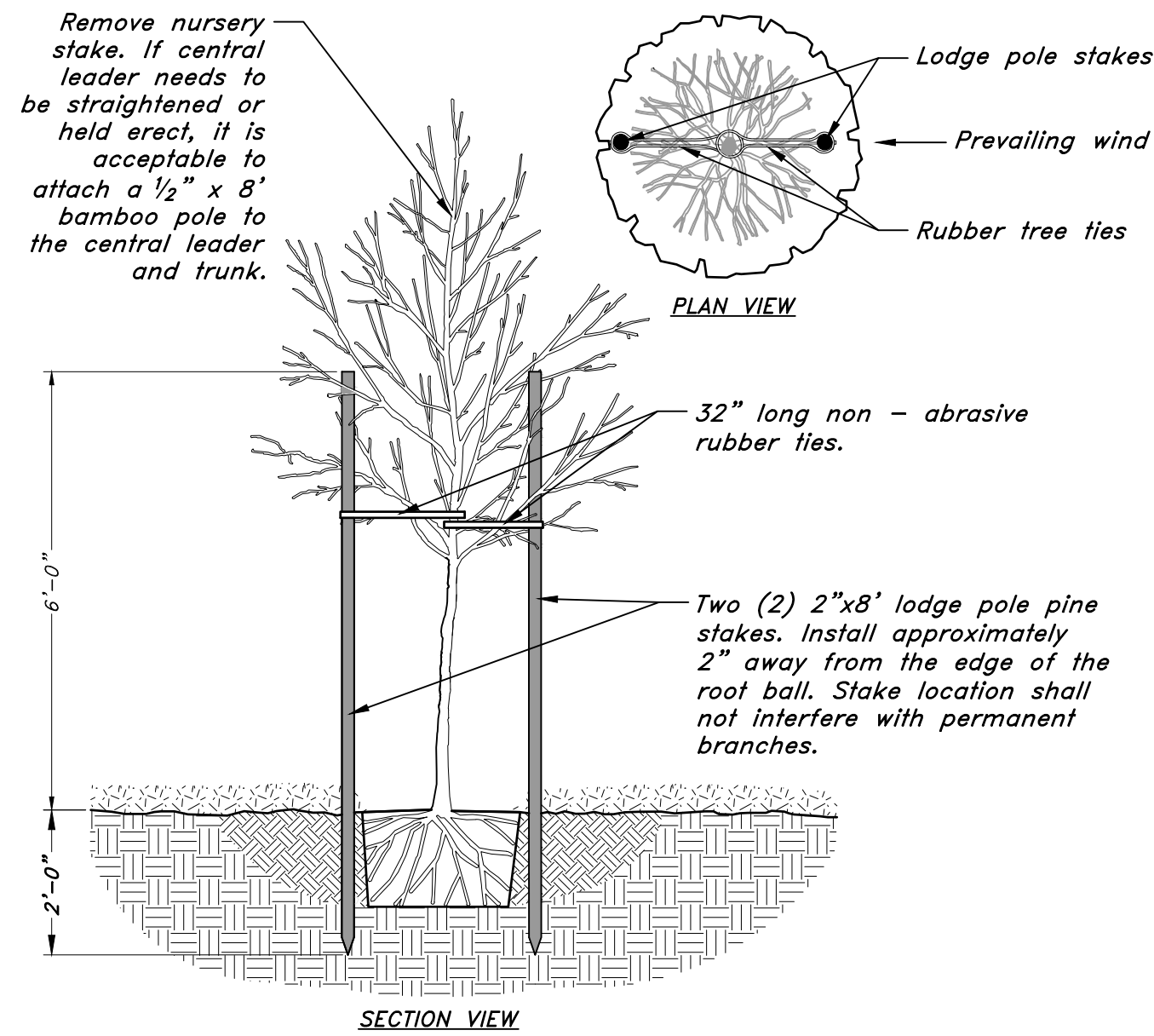
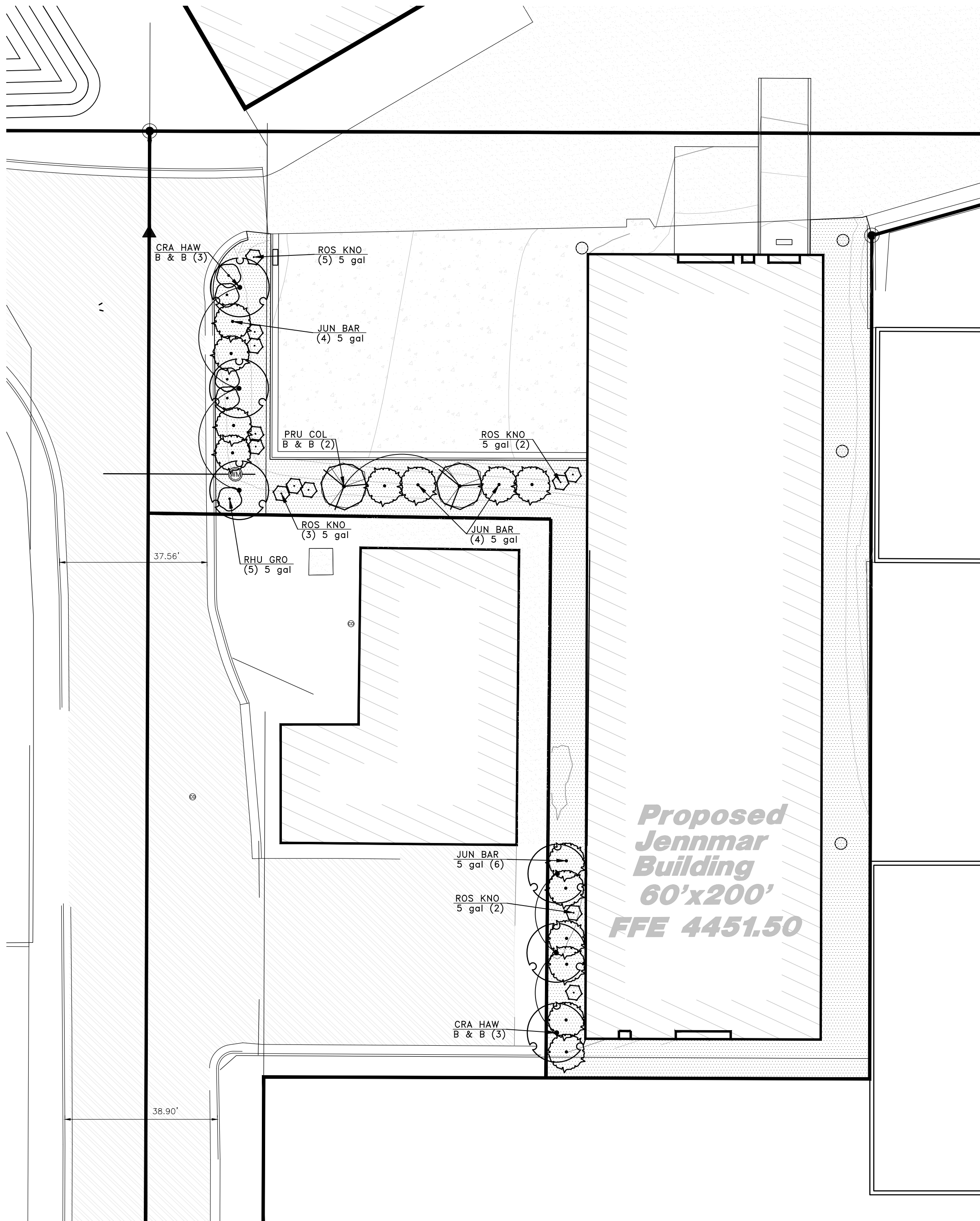


PLANTING NOTES

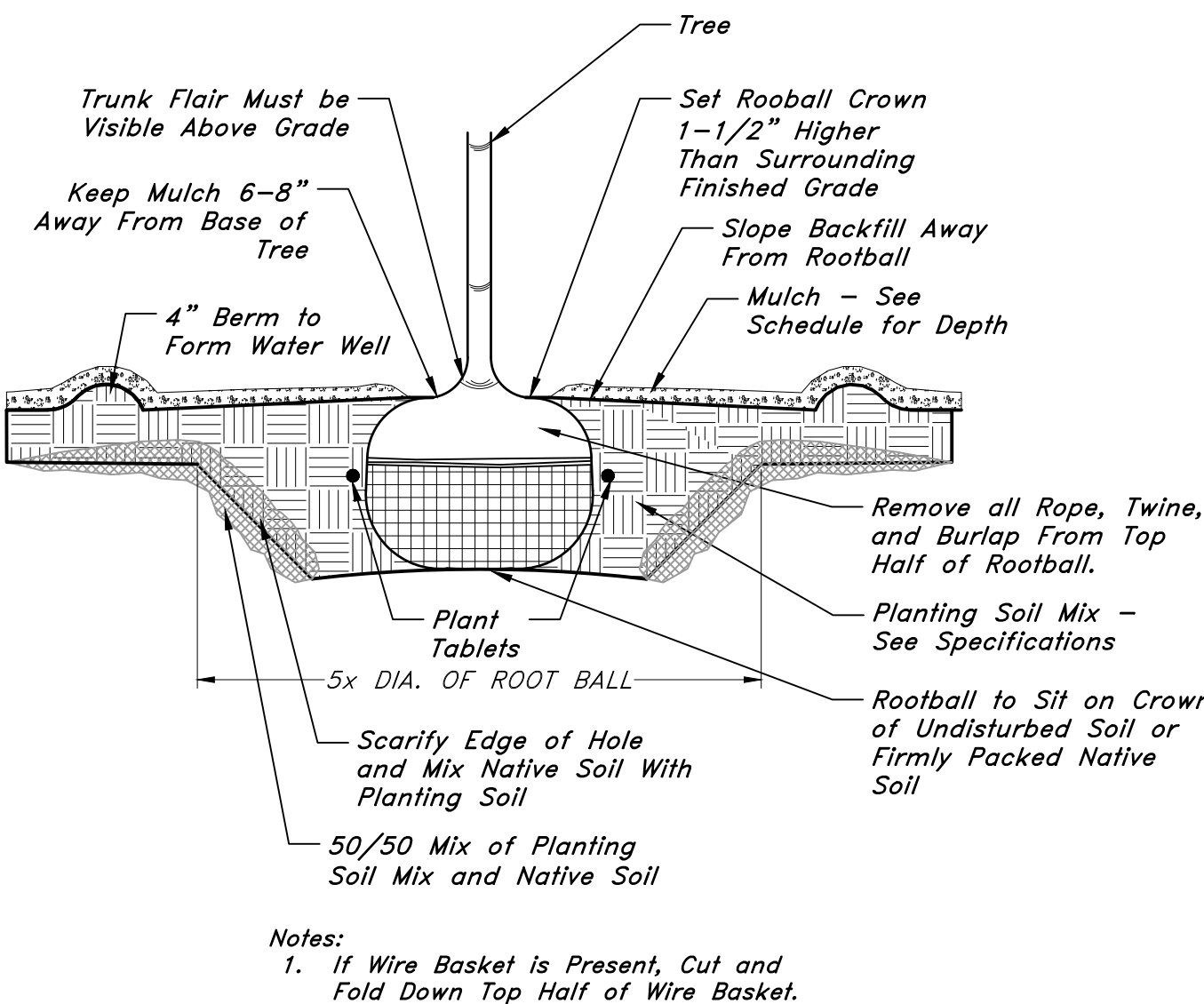
1. EXAMINE THE SITE CONDITIONS, THE SUBGRADE AND VERIFY THE DEPTHS OF TOPSOIL AND MULCH. NOTIFY THE ARCHITECT IN WRITING OF ANY UNSATISFACTORY CONDITIONS. DO NOT BEGIN LANDSCAPE WORK UNTIL UNSATISFACTORY CONDITIONS HAVE BEEN RESOLVED.
2. VERIFY LOCATIONS OF ALL UTILITIES PRIOR TO ANY DIGGING. ANY DAMAGE TO EXISTING UTILITIES CAUSED BY THIS CONTRACTOR SHALL BE REPAIRED AT NO ADDITIONAL EXPENSE TO THE OWNER.
3. TOPSOIL IS TO BE IMPORTED TO THE SITE. SCREEN AND AMEND AS NECESSARY TO MEET "ACCEPTABLE" STANDARDS FOR TOPSOIL AS DESCRIBED IN "TOPSOIL QUALITY GUIDELINES FOR LANDSCAPING" (KOEING, ISAMAN, UTAH STATE UNIVERSITY) <http://extension.usu.edu/files/publications/publication/AG-50-02.pdf> CONTRACTOR IS RESPONSIBLE FOR PROVIDING 6" OF TOPSOIL FOR TURF AND 12" OF TOPSOIL FOR SHRUBS AND TREES.
4. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR FINISH GRADE ELEVATIONS. ALLOW FOR A MINIMUM OF 6" THICK MULCH LAYER. COORDINATE ROUGH GRADING WITH THE GENERAL CONTRACTOR.
5. ALL PLANT MATERIAL MUST MEET THE SIZES AS INDICATED ON THE PLANT SCHEDULE. PLANT MATERIAL THAT DOES NOT MEET THE QUALITY STANDARDS OF THE PROJECT WILL BE REFUSED BY THE LANDSCAPE ARCHITECT.
6. TURFGRASS SOD SHALL BE CERTIFIED NUMBER 1 QUALITY/PREMIUM SOD - SEE SPECIFICATIONS

PLANT SCHEDULE

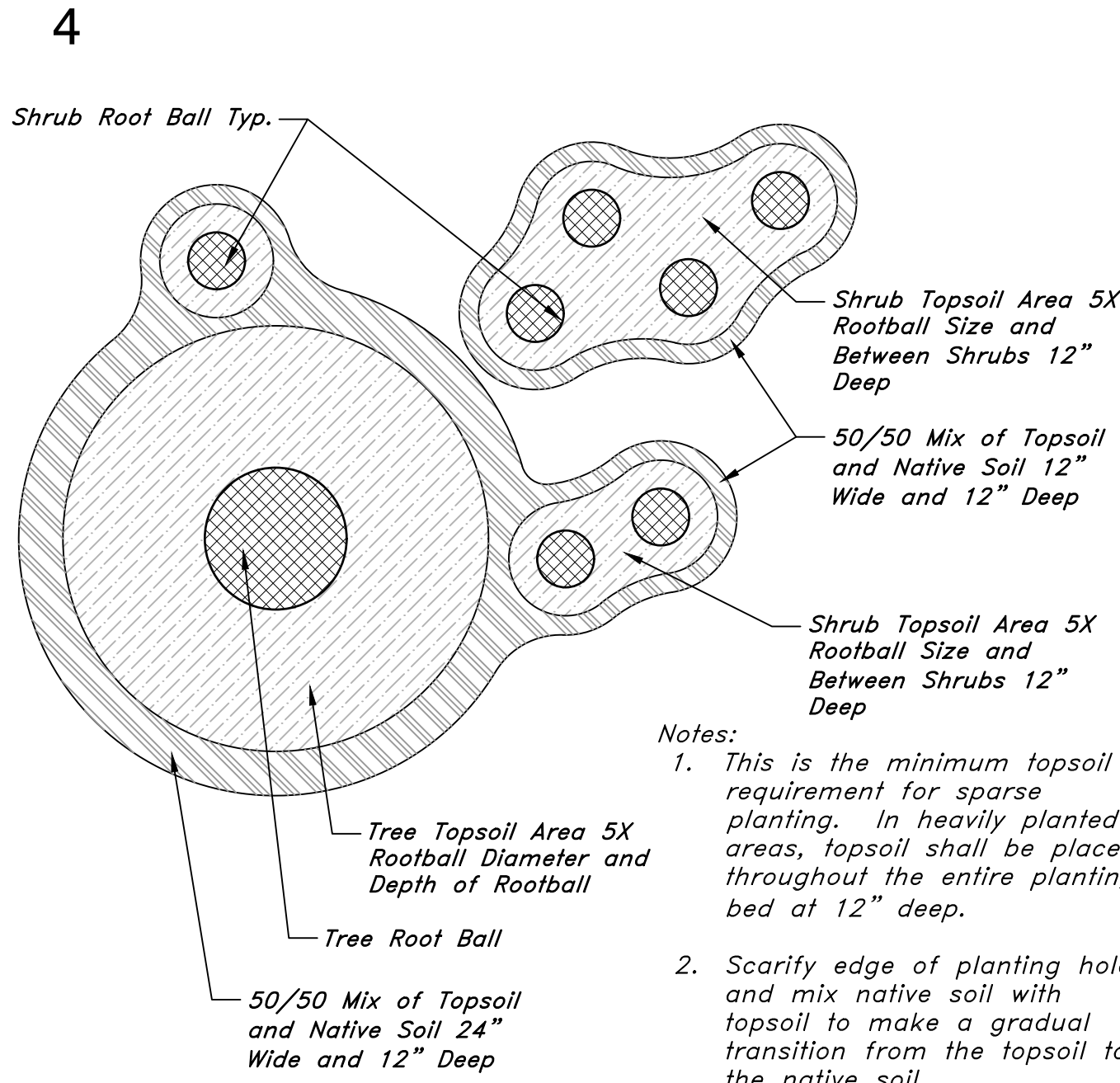
TREES	QTY	BOTANICAL / COMMON NAME	CONT.	CALIPER	
CRA HAW	6	Crataegus crus-galli 'Cruzam' TM / Crusader Hawthorn	B & B	2"Cal	
PRU COL	2	Prunus sargentii 'Columnaris' / Columnar Sargent Cherry	B & B	2"Cal	
SHRUBS	QTY	BOTANICAL / COMMON NAME	SIZE	MAT. HT.	
JUN BAR	14	Juniperus horizontalis 'Bar Harbor' / Bar Harbor Creeping Juniper	5 gal		
RHU GRO	5	Rhus aromatica 'Gro-Low' / Gro-Low Fragrant Sumac	5 gal		
ROS KNO	12	Rosa x 'Knockout' TM / Rose	5 gal		
GROUND COVERS	QTY	BOTANICAL / COMMON NAME	CONT	TYPE	SPACING
	6,890 sf	Decorative Gravel Mulch / 1.5"—2" Washed Crushed/Angular Gravel	Stone Mulch		
		Place 3" Deep Over Dewitt Pro5 Weed Barrier Fabric			



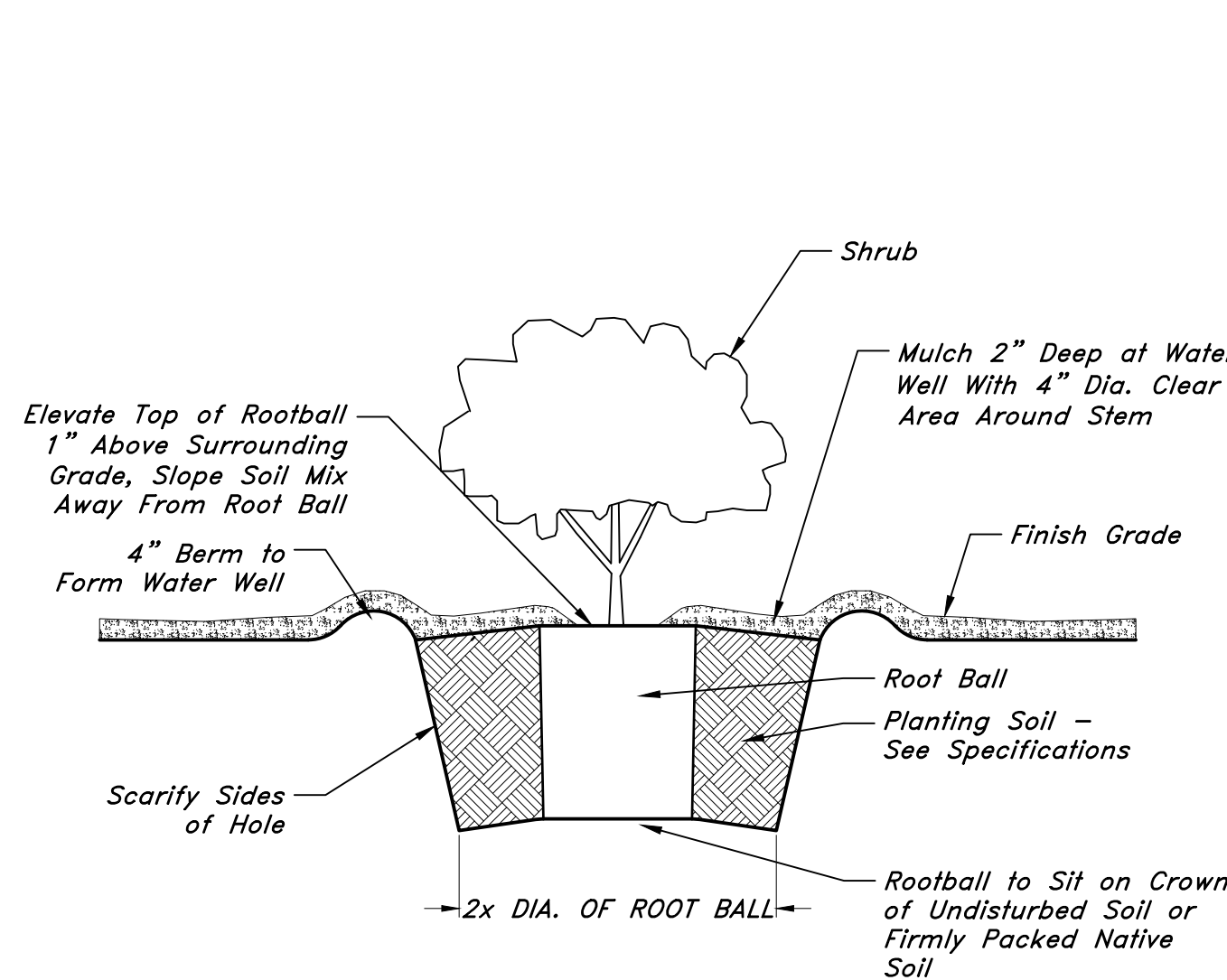
4 TREE STAKING DETAIL  
NTS



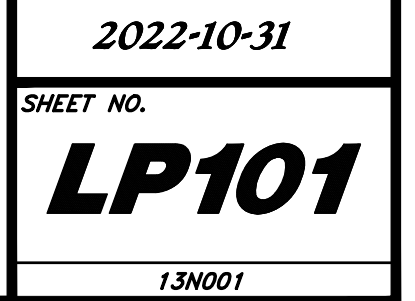
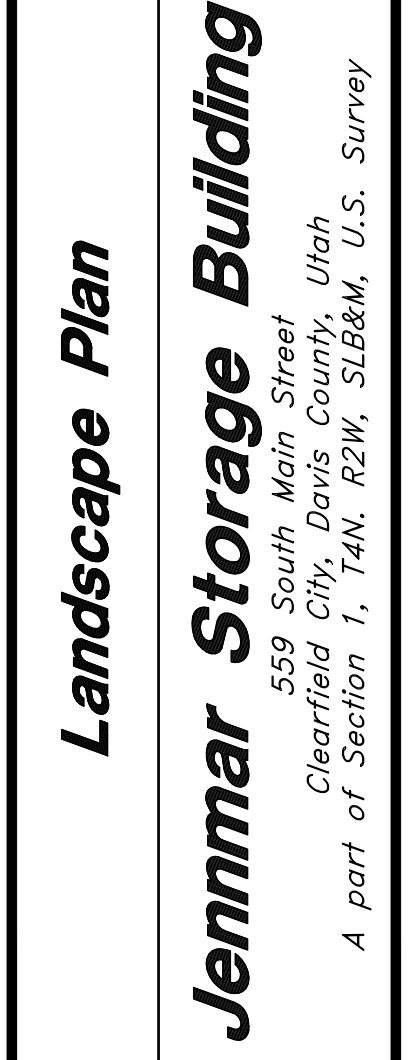
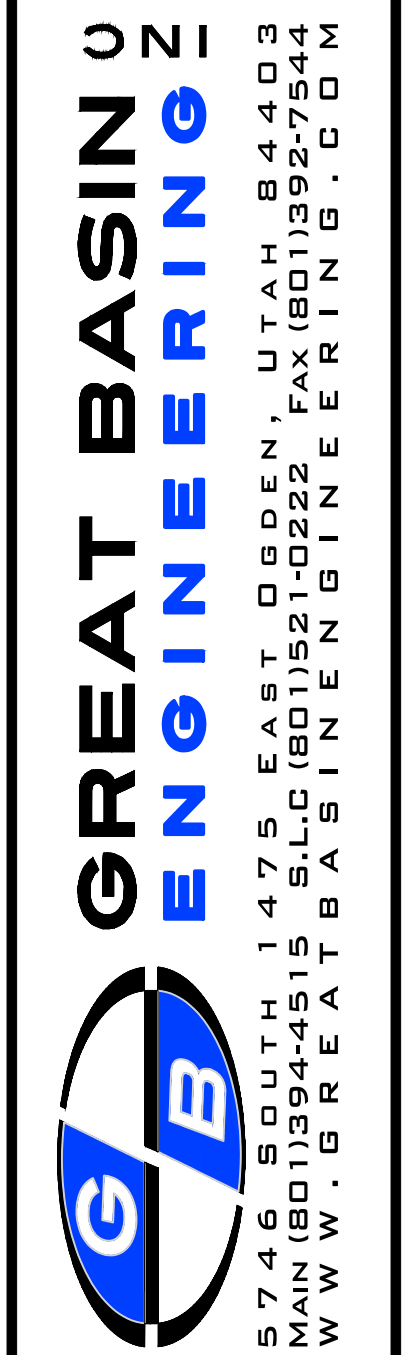
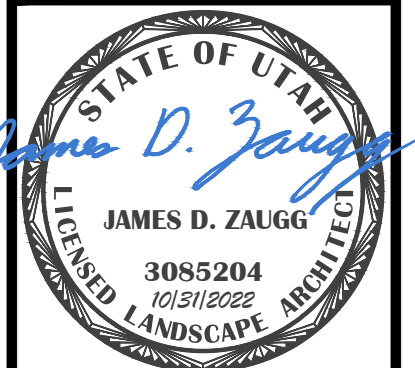
2 TREE PLANTING  
NTS



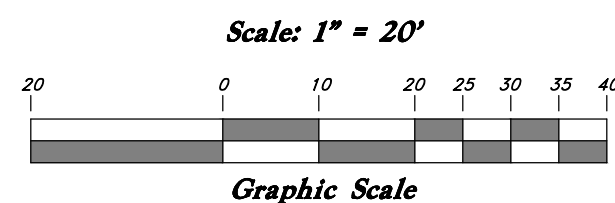
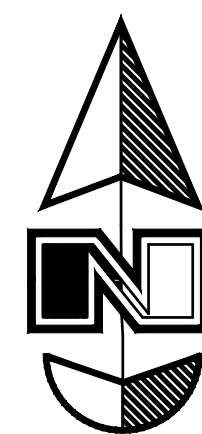
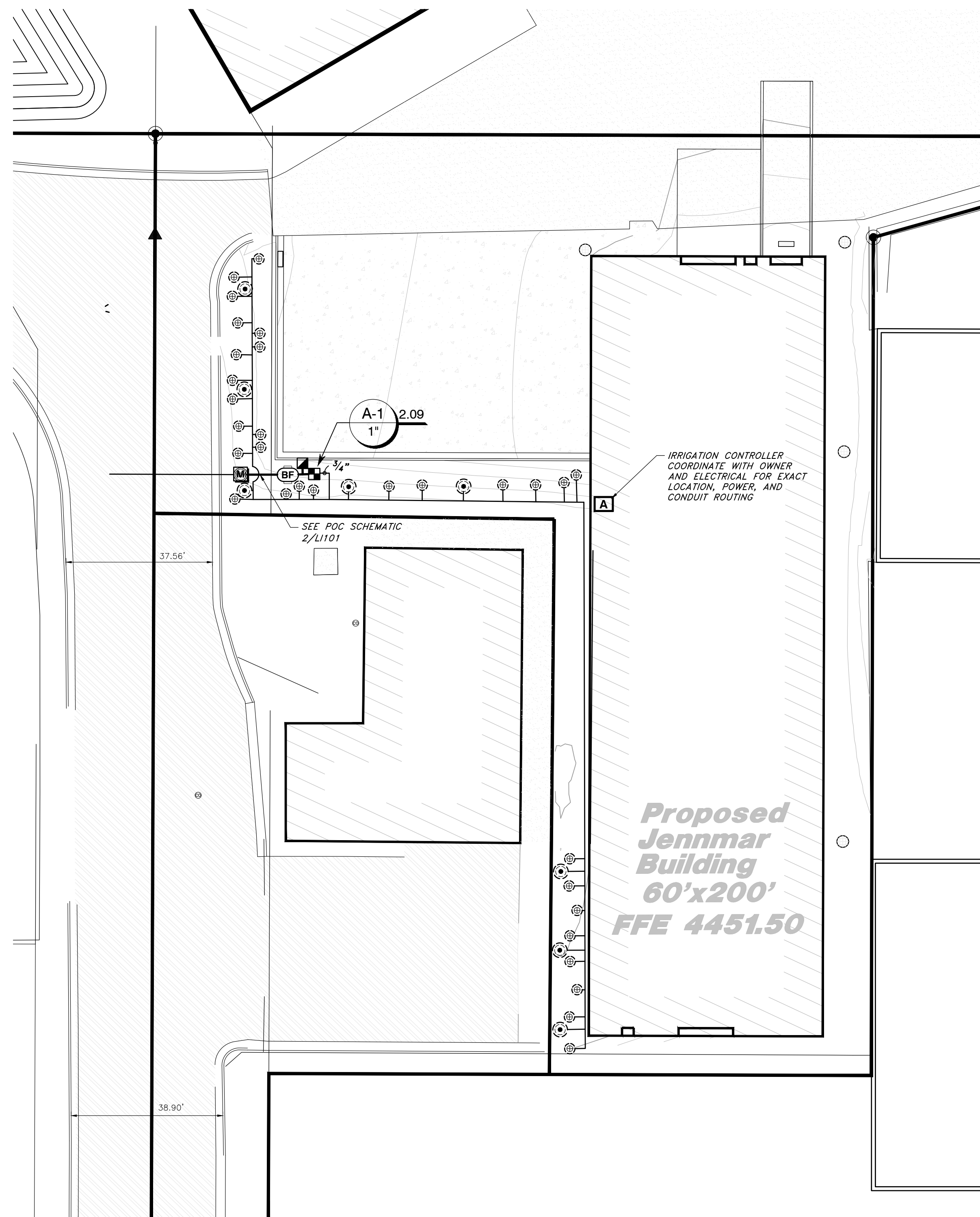
3 TOPSOIL PLACEMENT AT SHRUBS AND TREES  
NTS



1 SHRUB PLANTING  
NTS





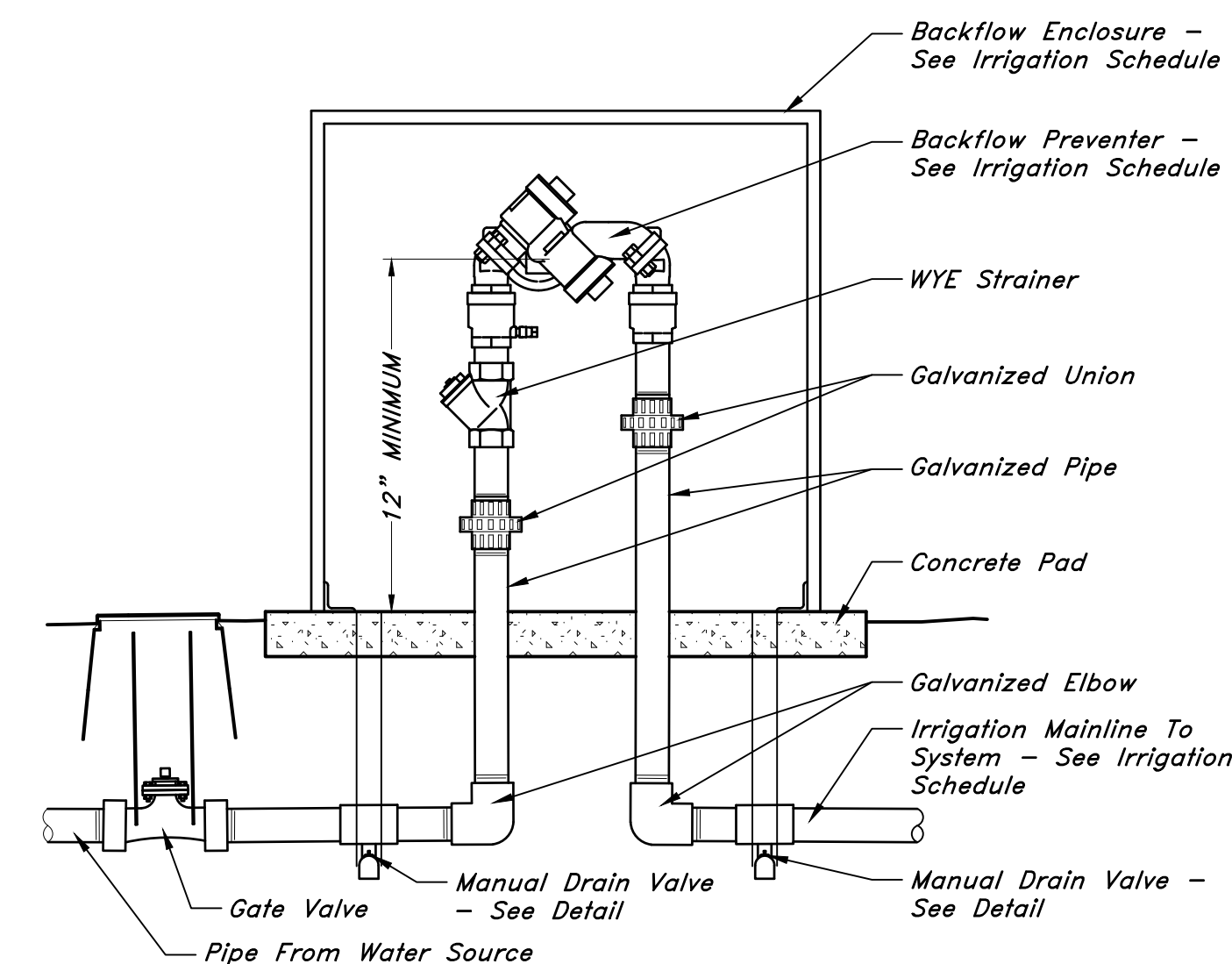
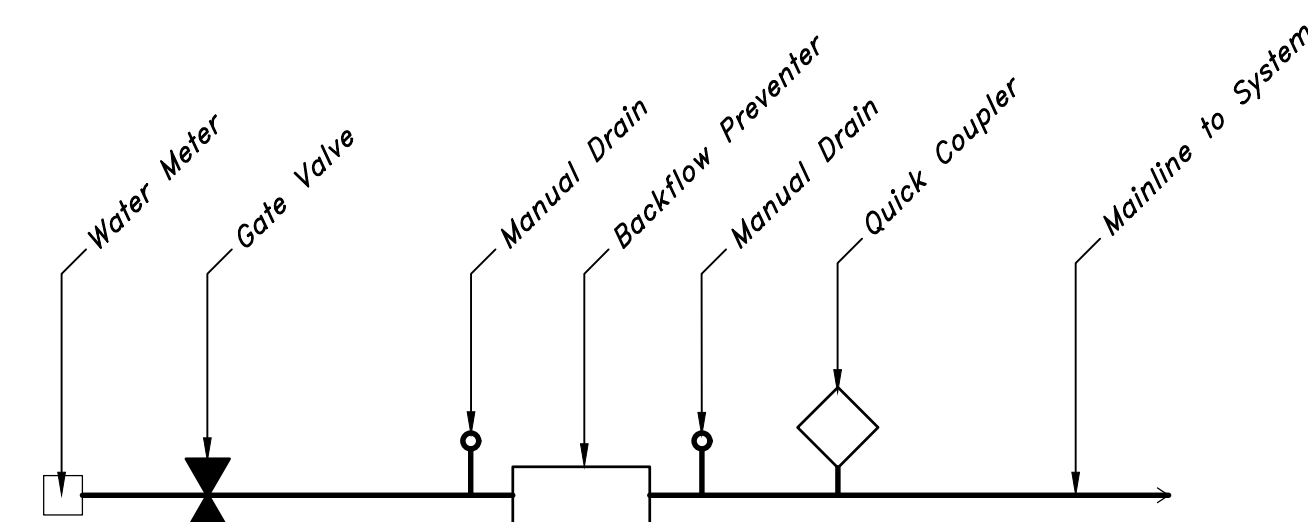


## IRRIGATION SCHEDULE

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	DETAIL
	Hunter PCZ-101-40 Drip Control Valve Kit. 1" PGV globe valve with 1" HY100 filter system. Pressure Regulation: 40psi. Flow range: 0.5 GPM to 15 GPM. 150 mesh stainless steel screen.	
	Netafim TLCV-04-12 Shrub Ring See Detail C1/LI-501	
	Netafim TLCV-04-12 Tree Ring See Detail C1/LI-501	
SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	DETAIL
	Hunter HQ-44LRC Quick coupler valve, yellow rubber locking cover, red brass and stainless steel, with 1" NPT inlet, 2-piece body.	
	Febco 825YA and Strongbox SBBC-30AL 3/4" Reduced Pressure Backflow Preventer and enclosure	/
	Hunter HC-6 6 station controller with Wi-Fi connection	
	Water Meter 3/4" 3/4" Water Meter - See Civil	
---	Irrigation Lateral Line: PVC Schedule 40	
---	Irrigation Mainline: PVC Schedule 40	
	Valve Callout Valve Number Valve Flow Valve Size	

## IRRIGATION NOTES

1. Install irrigation wire under paved areas in separate PVC sleeve, size for number of wires.
2. Examine the site conditions, the subgrade and verify elevations. Notify the architect in writing of any unsatisfactory conditions. Do not begin landscape work until unsatisfactory conditions have been resolved.
3. Verify locations of all utilities and site features prior to any digging. Any damage to existing utilities and site features caused by this contractor shall be repaired at no additional expense to the owner.
4. Before any trenching, excavation, or digging, the contractor shall have the area 'Blue Staked' and contact the appropriate utility companies. Contractor shall protect all utilities from damage.
5. All lines shall slope to drain, add manual drains at all mainline low points as necessary for complete drainage of the entire system. Indicate all drain locations on record drawings.
6. This drawing is diagrammatic and is intended to convey the general layout of irrigation system components. field adjustments may be necessary to maintain full coverage in actual site conditions. Contact the landscape architect if significant changes are necessary. The contractor shall assume full responsibility for revisions to the irrigation system if the irrigation system is installed when site conditions differ from plan layout and the landscape architect was not informed.
7. Lateral and main lines shall be laid in common trenches in landscape areas wherever possible.
8. All piping and wiring under pavement shall be run through separate sleeves. Control wires not laid in a common trench with a main line shall be installed in a conduit of sufficient size.
9. All irrigation equipment not detailed shall be installed as per manufacturer recommendations, specifications, and details.
10. This system is designed to operate at 60 psi for rotor heads, 30 psi for spray heads, and 40 psi for all drip emitters.
11. The irrigation water source is a new water meter. Pressure at the POC is expected to be 60 psi. If actual pressure varies from the expected, contact landscape architect.
12. Supply products as specified. No substitutions will be allowed unless pre-approved in writing by the owner or landscape architect.
13. Contractor to supply all keys and attic stock per the specifications.
14. Contractor to shut down and winterize the irrigation system at the end of the first season and turn on the system at the beginning of the following season. This work is to be done in the presence of the owners' maintenance personnel



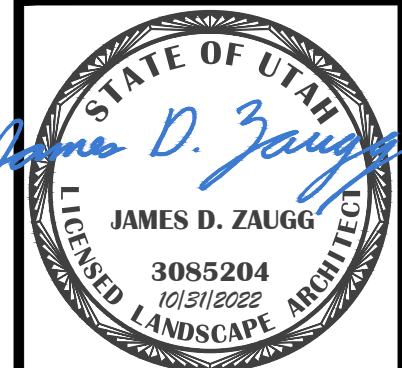
1-800-662-4111

2 POC Schematic  
NTS

DETAIL-FILE

1 BACKFLOW PREVENTER  
1" = 1'-0"

328409.46-07



**GREAT BASIN ENGINEERING**  
5746 SOUTH 1475 EAST OGDEN, UTAH 84403  
MAIN (801)394-4515 S.L.C (801)392-7544  
WWW.GREATBASINENGINEERING.COM

**Irrigation Plan**  
**Jennmar Storage Building**  
559 South Main Street  
Clearfield City, Davis County, Utah  
A part of Section 1, T4N, R2W, SLB&M, U.S. Survey

2022-10-31

SHEET NO.

**L1101**

13N001



Diagram illustrating a 1 cubic foot washed gravel sump. The sump is a trapezoidal structure filled with gravel. A 6" Round Valve Box is installed on top of the sump. A Netafim F-TLV-1 Line Flushing Valve is connected to the sump. A Dripline or 1/2" Drip Tubing is connected to the valve. The sump is labeled "1 Cubic Foot Washed Gravel Sump". A dimension line indicates a height of 3" for the top section of the sump.

32 8413.49-02

32 8413.53-09

7 DRIP VALVE - CONTROL ZONE KIT  
1" = 1'-0"

32 8406.13-09

6 MANUAL DRAIN  
1 1/2" = 1'-0"

328409.86-01

The diagram illustrates the installation of a drip irrigation system for various plant layouts. It shows a main supply line (SCH 40 PVC Tree Supply Lateral Pipe) connected to a manifold. From the manifold, 1/2" Blank Tubing (SCH 40 PVC Shrub Supply Lateral Pipe) is used to connect to different plant layouts:

- Grid Layout For Dense And Formal Planting:** Shows a rectangular grid of plants. A PVC Header is installed at the high point of each zone. An air relief valve is installed at the high point of each zone. A dripline is connected to the header. A flush valve is installed at the point most distant from the valve.
- Group Loop For Cluster Planting:** Shows a loop of plants. A dripline is connected to the loop. A flush valve is installed at the point most distant from the valve.
- Single Ring For Sparse Planting:** Shows a single ring of plants. A dripline is connected to the ring. A flush valve is installed at the point most distant from the valve.
- Shrub Stem Edge Of Root Ball:** Shows a shrub stem with a dripline installed at the edge of the root ball. A 1' dimension is shown for the root ball diameter.
- Tree Trunk:** Shows a tree trunk with a dripline installed at the edge of the root ball. A 1' dimension is shown for the root ball diameter. A 3' dimension is shown for the distance from the trunk to the dripline. A 5' dimension is shown for the distance from the trunk to the dripline.

Labels in the diagram include: PVC Header, Install One Air Relief Valve At The High Point Of Each Zone, PVC Header On Both Ends If There Are More Than Two Full Length Runs, Dripline, 1/2" Blank Tubing, Grid Layout For Dense And Formal Planting, 1/2" Blank Tubing, Group Loop For Cluster Planting, Install One Automatic Flush Valve Per Zone At The Point Most Distant From The Valve, Dripline, Single Ring For Sparse Planting, Shrub Stem, Edge Of Root Ball, Dripline, 1', 1/2" Blank Tubing, Dripline Fittings As Necessary, Dripline, SCH 40 PVC Tree Supply Lateral Pipe, SCH 40 PVC Shrub Supply Lateral Pipe, Dripline, 3', 5', Tree Trunk, Edge Of Root Ball, Dripline, 1'.

328413.43-02

328409.01-01

NTS

328406.43-06

4  $1\ 1/2'' = 1'-0''$

328401-02

$$1\ 1/2'' = 1'-0''$$

328401-01

$$1\frac{1}{2}" = 1'-0"$$

1-800-662-4111



FOUNDATION NOTES

1. Design Information and Loads

- A. Foundation design in accordance with 2018 International Building Code using the reactions provided by the metal building manufacturer for the following design criteria.
- B. Ground Snow Load . . . . . 43 psf
- C. Wind Speed . . . . . 115 mph
- D. Exposure . . . . . C
- E. SDC . . . . . 1.058
- F. Frost Depth . . . . . 2'-6"

2. Earthwork

- A. Foundation Design Values (assumed)
- i. Allowable Soil Bearing Pressure - 1500 psf
- ii. Coefficient of Friction - 0.25
- iii. Passive Earth Pressure - 200 psf/ft of depth
- B. The building pad area shall be stripped of all frozen soil, debris, vegetation, and topsoil. All fill soils and any remaining loose natural soils shall be excavated to expose suitable natural soils.
- C. Proof roll the entire building pad area to locate and remove all soft spots. Replace with compacted structural fill.
- D. Place all footings and slabs on undisturbed natural soil or on properly compacted structural fill. Contractor shall verify that soil under footings is suitable to support footings.
- E. Structural Fill: Structural fill should consist of well-graded sandy gravels with a maximum particle size of 3 inches and 5 to 15 percent fines (materials passing the No. 200 sieve). The liquid limit of fines should not exceed 35 and the plasticity index should be below 15. All fill soils should be free from topsoils, highly organic material, frozen soil, and other deleterious materials. Structural fill should be placed in maximum 8-inch thick loose lifts at a moisture content within 2 percent of optimum and compacted to at least 95 percent of modified proctor density (ASTM D1557) under the building and 90 percent under concrete flatwork.
- F. It is the responsibility of the contractor to ensure that the depth of the bottom of the foundation is far enough below the adjacent grade to ensure adequate frost protection.

3. Concrete and Reinforcement

- A. Material Standards
- i. Concrete
- a. Footings: Exposure Classes F0, S0, W0, C0
- $f'_c = 3000$  p.s.i., max. w/cm ratio = 0.55

- b. Exterior Walls: Exposure Classes F1, S0, W0, C1
- $f'_c = 3500$  p.s.i., max. w/cm ratio = 0.55
- c. Interior Walls: Exposure Classes F0, S0, W0, C0
- $f'_c = 3000$  p.s.i., max. w/cm ratio = N.A.
- d. Interior Slabs: Exposure Classes F0, S0, W0, C0
- $f'_c = 3500$  p.s.i., max. w/cm ratio = 0.55
- e. Air content for Exposures F1-F3 must meet the requirements of Table 19.3.3.1 of ACI 318-14. Air-entraining admixtures shall conform to ASTM C260
- f. The cement type for Exposures S1-S3 must meet the requirements of Table 19.3.2.1 of ACI 318-14. Cement shall conform to ASTM C150
- g. Calcium Chloride admixture shall not be used in Exposures S2 and S3
- h. Normal weight aggregates - ASTM C33
- ii. Reinforcing
- a. Rebar - ASTM A615 Grade 60 ( $F_y = 60$  ksi)
- b. Welded wire - ASTM A1064
- c. Epoxy/Adhesive - Simpson SET-XP (ICC-ES ESR-2508), Hilti RE-500V3 (ICC-ES ELC-3814), or Dewart Pure110+ (ICC-ES ESR-3298) unless noted otherwise in the drawings.
- iii. Anchor Rods/Bolts
- a. All anchor rods shall be cast-in-place headed anchor rods. Use of post-installed (epoxy, adhesive, expansion, screw, etc.) anchors is not allowed without written permission from MVE or unless specifically noted in the drawings.
- b. Steel column anchor rods/bolts - ASTM F1554 Grade 36 with ASTM A563 heavy hex nuts and hardened washers (unless noted otherwise)
- c. Wood framing anchors - ASTM A307 with A36 plate washers
- d. Headed stud anchors (HSA) - ASTM A108
- e. Deformed bar anchors (DBA) - ASTM A496
- f. Screw Anchors for jacks as indicated in the typical anchor rod schedule - Simpson Titen HD (ICC-ES ESR-2713), Hilti Kwik HUS-TZ (ICC-ES ESR-3027), or Dewart Screwbolt+ (ICC-ES ESR-2526)
- g. Use of hooked anchor rods/bolts is limited under the ACI and the IBC. Headed anchor rods/bolts must be used where indicated in the details.
- h. The symbols  $\odot$  A.R./ $\odot$  A.B. as shown in the drawings indicate the center line of the anchor rod/bolt pattern, not

- the center line of any individual anchor rod/bolt.
- B. Detail reinforcing to comply with ACI 315 "Manual of Standard Practice for Detailing Reinforcing Concrete Structures" and the Concrete Reinforcing Steel Institute (CRSI) recommendations.
- i. Minimum clear concrete cover for reinforcement shall be as follows unless noted otherwise:
- a. Concrete cast directly against and permanently exposed to earth - 3"
- b. Concrete exposed to weather or earth:
1. #5 bars or smaller - 1 1/2"
2. #6 bars or larger - 2"
- c. Concrete not exposed to weather or in contact with the ground - 3/4"
- d. Slabs on grade - as shown in details, 3/4" min. from top of slabs not exposed to weather
- ii. Lap Splice Lengths with 1 1/2" minimum clear cover
- a.  $f'_c = 2500$ -3500 p.s.i.
1. #6 and smaller - 49 bar diameters
2. #7 and larger - 76 bar diameters
- b.  $f'_c = 4000$  p.s.i. or greater
1. #6 and smaller - 38 bar diameters
2. #7 and larger - 60 bar diameters
- c. Increase lap splice lengths by 50% where epoxy coated bars are used.
- iii. Stagger splices in walls so that no two adjacent bars are spliced in the same location, unless shown otherwise.
- iv. Make all bars continuous around corners or provide corner bars of equal size and spacing.
- v. Where 12 inches or less of fresh concrete is placed below horizontal reinforcing lap splice length may be reduced by 30%.
- vi. Vertical bars in walls, grade beams, and piers to terminate in footings with ACI standard hooks (12 bar diameters) to within 4" of the bottom of the footing unless noted otherwise.
- vii. Horizontal wall reinforcing shall terminate at the ends of walls with a 90 degree hook plus a 6 bar diameter extension, unless shown otherwise.
- viii. Horizontal wall reinforcing shall be continuous through construction and control joints.
- ix. Splices in horizontal reinforcement shall be staggered. Splices in two curtains (where used) shall not occur in the same location.
- x. Use chairs or other support devices as required for proper clearance.

- xi. Rebar hairpins shall be centered in slabs and shall be wire tied to the slab reinforcing (if any). Rebar hairpins shall be continuous through walls and piers; lap splices in hairpins may only occur in the floor slab unless noted otherwise.
- C. Control joints in slabs on grade are recommended to control cracking. See plans for control joint spacing and details.
- D. Slabs and grade beams shall not have joints in a horizontal plane. All reinforcement shall be continuous through all construction joints.
- E. Floor slab thickness and reinforcing shown in these drawings are adequate to support typical uniform loads only. Mountain View Engineering has not designed the slab for any specific concentrated forces such as those from vehicles, storage racks, or heavy equipment (unless noted otherwise).
- F. Welding of rebar is not allowed unless specifically indicated in the drawings. All embedments, reinforcing, and dowels shall be securely tied to framework or to adjacent reinforcing prior to placement of the concrete. Tack welding of rebar joints in grade beams, walls, or cages is not allowed. Where welding of rebar is shown in the drawings, all rebar to be welded shall be ASTM A706 Grade 60.

4. Special Inspections

- A. Concrete
- i. Spot Footings - Not required (IBC 1705.3 Exception 1)
- ii. Continuous Ftgs. - Not required (IBC 1705.3 Exception 2.3)
- iii. Slabs - Not required (IBC 1705.3 Exception 3)
- iv. Grade Beams - Not required (IBC 1705.3 Exception 4)
- v. Walls - Not required (IBC 1705.3 Exception 4)
- vi. Anchor rods/bolts - Required (IBC Table 1705.3) Special inspection may be waived subject to the approval of the building official.
- B. Steel Reinforcement
- i. Placement - Third party special inspection of reinforcing placement need only be performed where specifically required by the building official.
- ii. Welding - Special inspection of rebar welding is required (if any is used).

5. Masonry

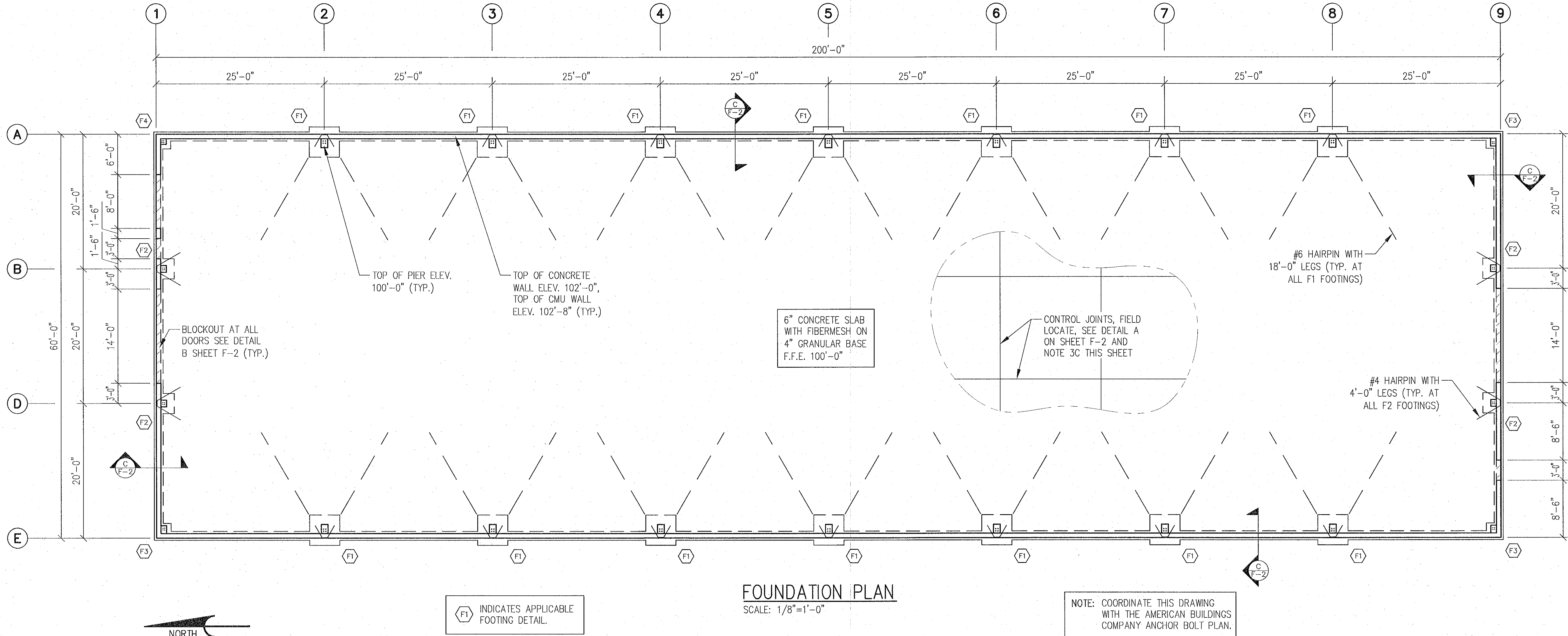
- A. Materials:
- i. Concrete Masonry Units: ASTM C90 Lightweight Grade N, minimum unit strength of 1900 p.s.i. or better ( $f_m = 1500$  p.s.i.)
- ii. Mortar: ASTM C270, Type "S" (Type "M" below grade) according to Section 2103 of the International Building Code. Type "N" mortar is not allowed.
- iii. Grout: ASTM C476, shall attain a compressive strength of 2000 p.s.i.
- iv. Reinforcing: Grade 60 reinforcing steel shall comply with ASTM A615. Wire joint reinforcing shall comply with ASTM A951.

6. Miscellaneous

- A. The contractor shall notify engineer of any variations in dimensions.
- B. The engineer is not responsible for any deviations from these plans unless such changes are authorized in writing by the engineer.

TYPICAL ANCHOR ROD DIMENSIONS	
DIA.	EMBED
1/2"	10"
3/8"	12"
1/4"	14"
3/16"	18"
1"	22"
1 1/8"	24"
1 1/2"	24"

\*AT OPENING JAMBS, 1/2"x4" SCREW ANCHORS MAY BE USED IN LIEU OF CAST-IN-PLACE ANCHORS. OPENING JAMB ANCHORS ARE NOT SHOWN ON THIS DRAWING, SEE METAL BUILDING ANCHOR PLAN.



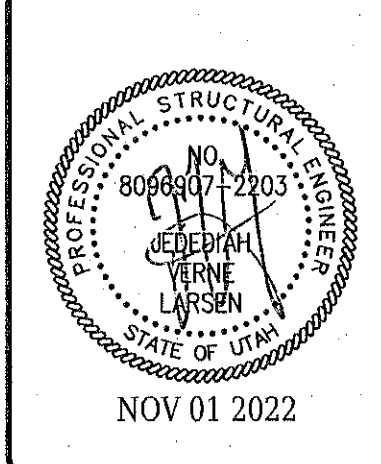
SHEET TITLE: FOUNDATION PLAN

JOB NAME: JANMAR III

LOCATION: CLEARFIELD, UTAH

CONTRACTOR: UTAH SYSTEMS BUILDERS

PLAN ISSUE DATES	
DATE	DESCRIPTION
8-18-22	T.W. FOR PERMIT
11-1-22	J.P. FOR CONSTRUCTION

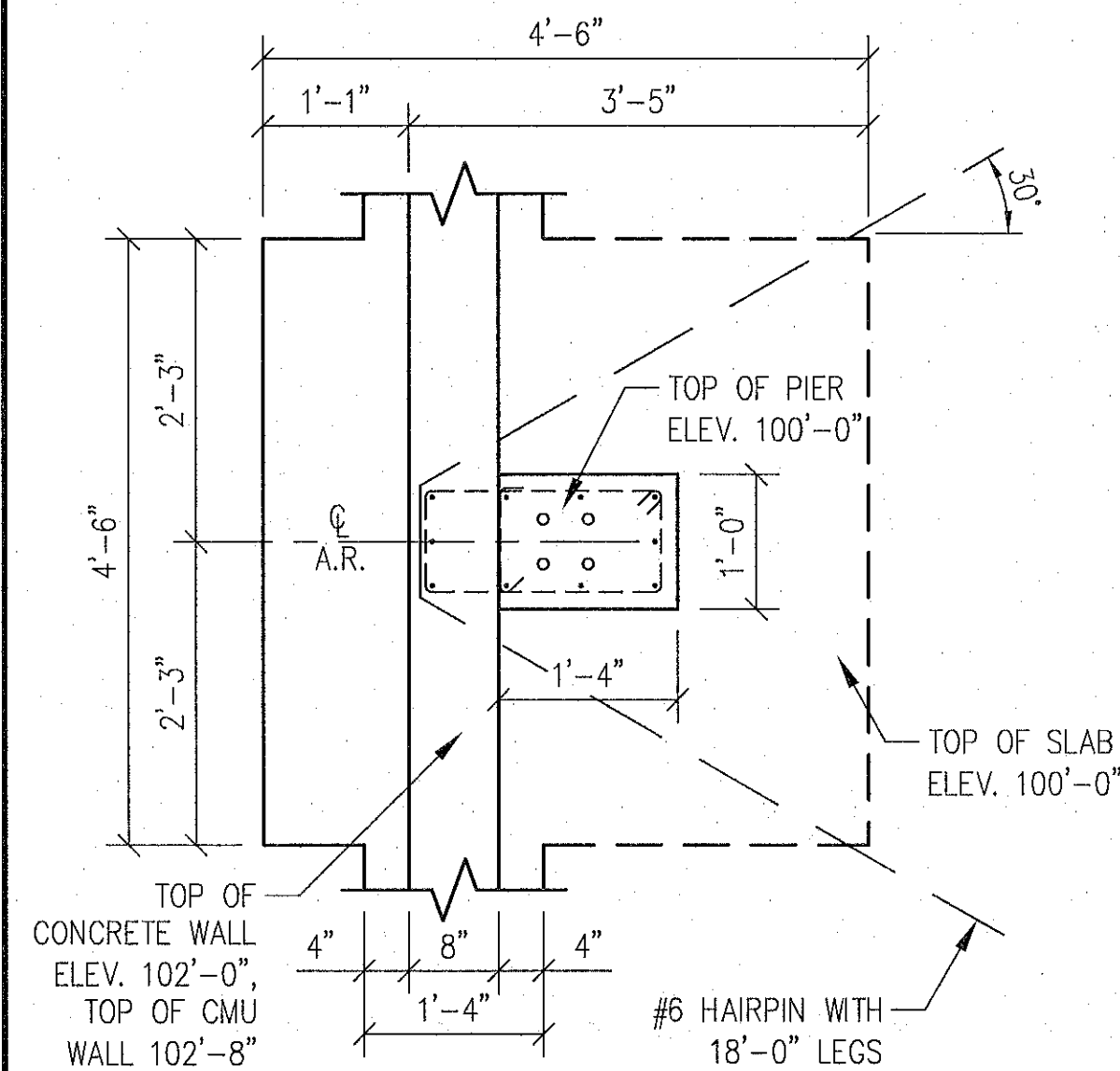


SHEET NUMBER:	
F-1	
DRAWN BY:	T.W.
ENGINEER:	J. LARSEN
MVE JOB NUMBER:	22-0915

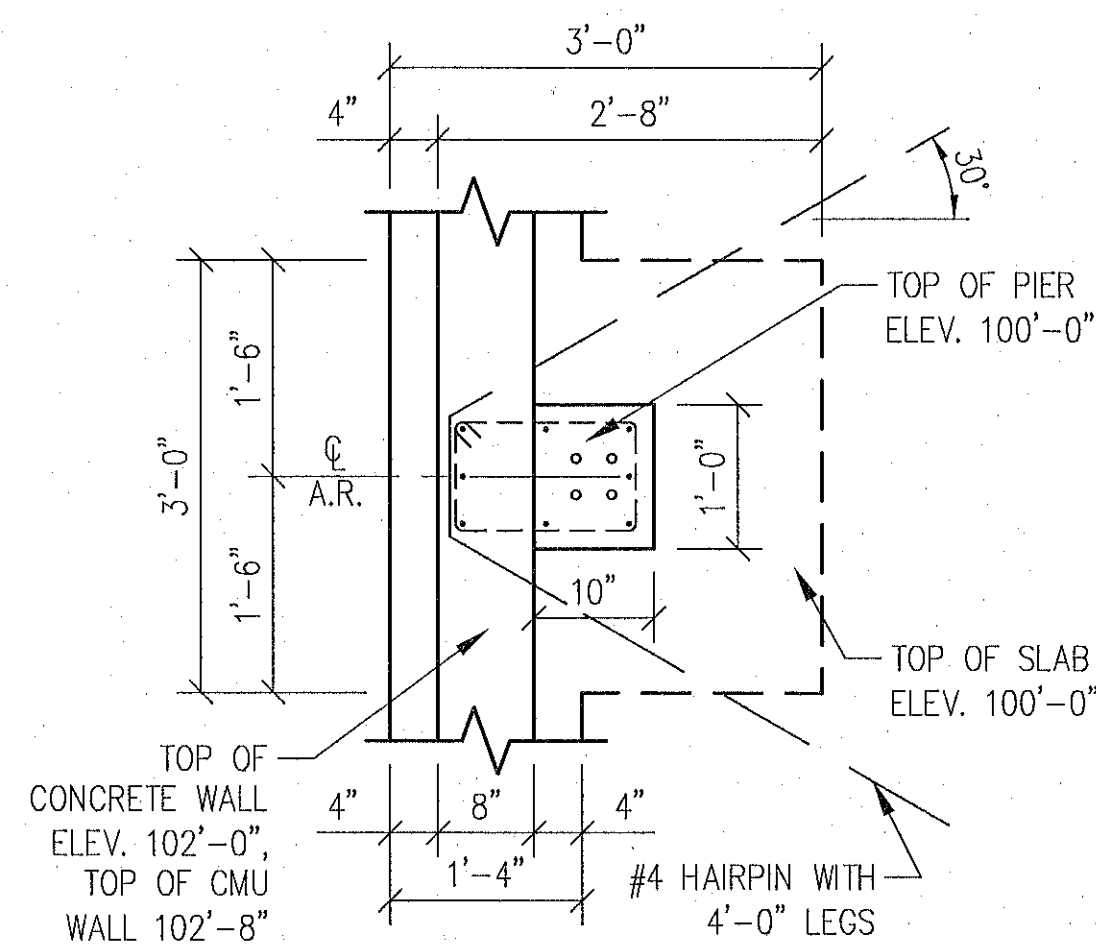
**MOUNTAIN VIEW ENGINEERING, INC.**

Consulting

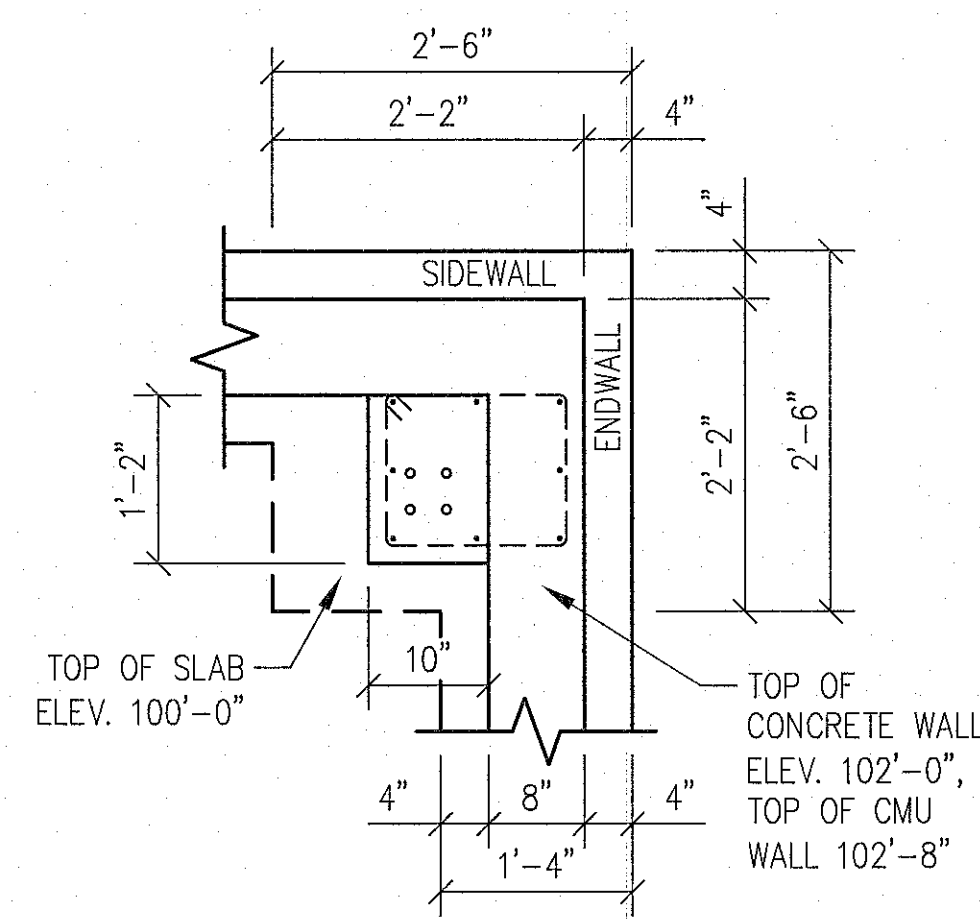
3445 North Main Street Ste. A, Brigham City, Utah 84302 (435) 734-9700 Fax (435) 734-8519



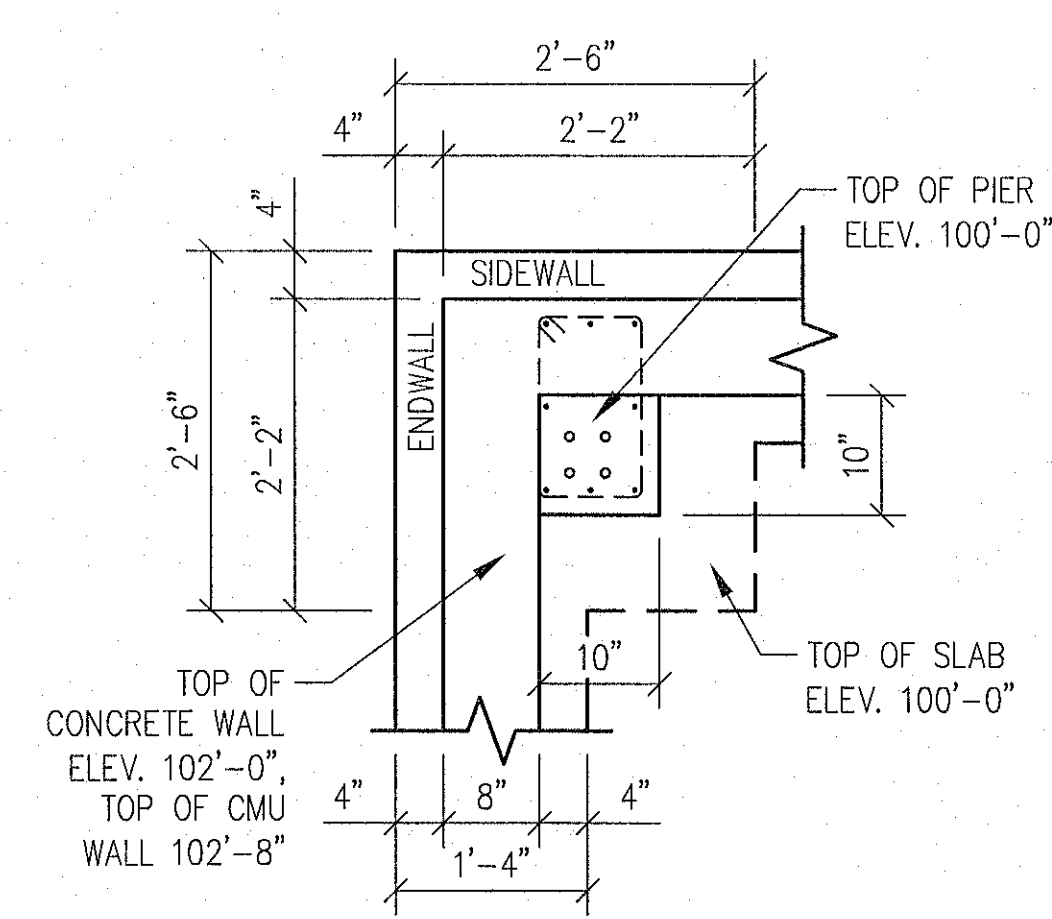
**F1** 3/4"=1'-0" SIDEWALL FOOTING DETAIL



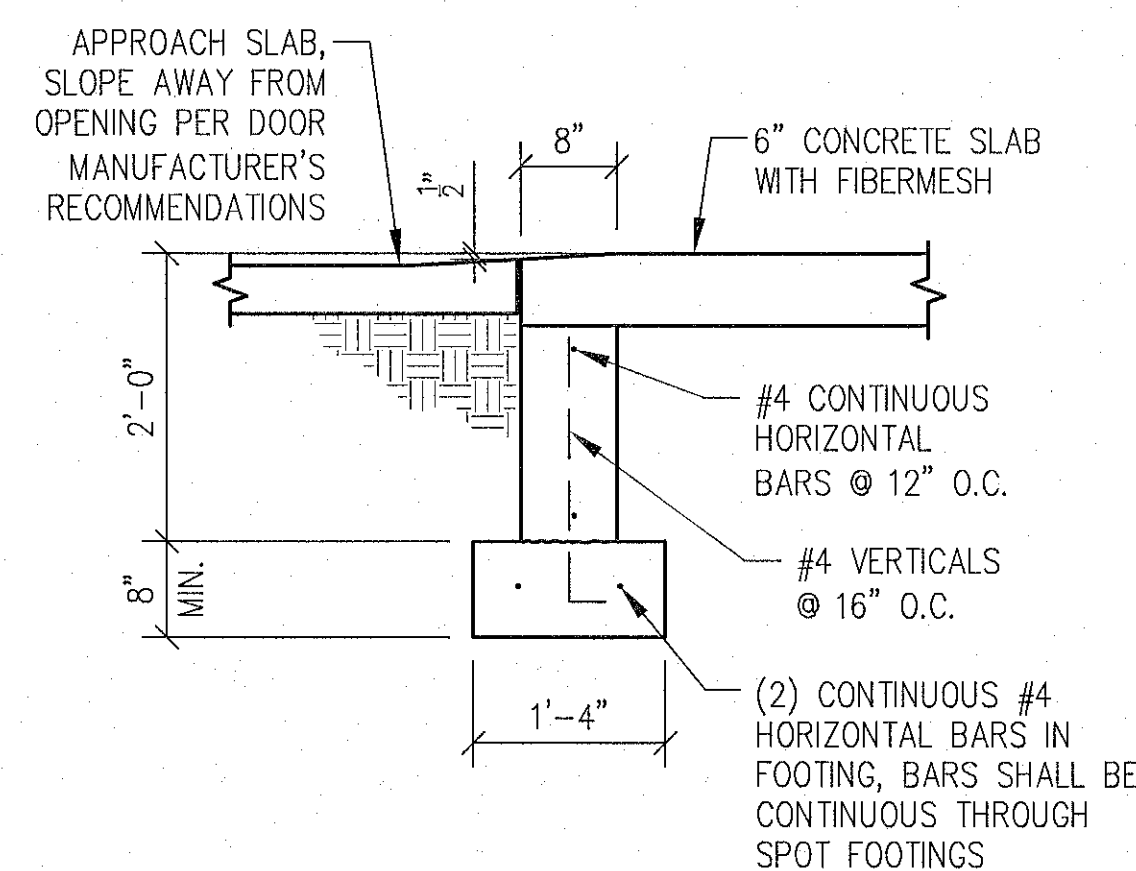
**F2** 3/4"=1'-0" ENDWALL FOOTING DETAIL



**F3** 3/4"=1'-0" CORNER FOOTING DETAIL



**F4** 3/4"=1'-0" CORNER FOOTING DETAIL

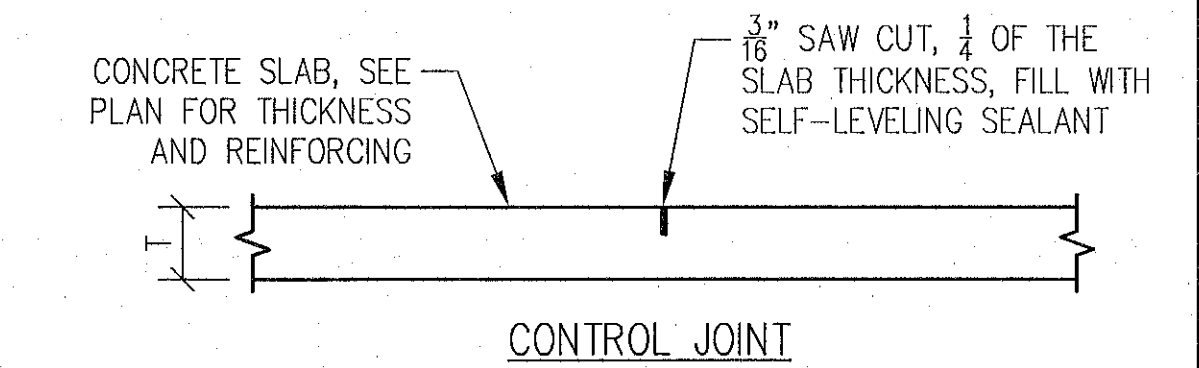
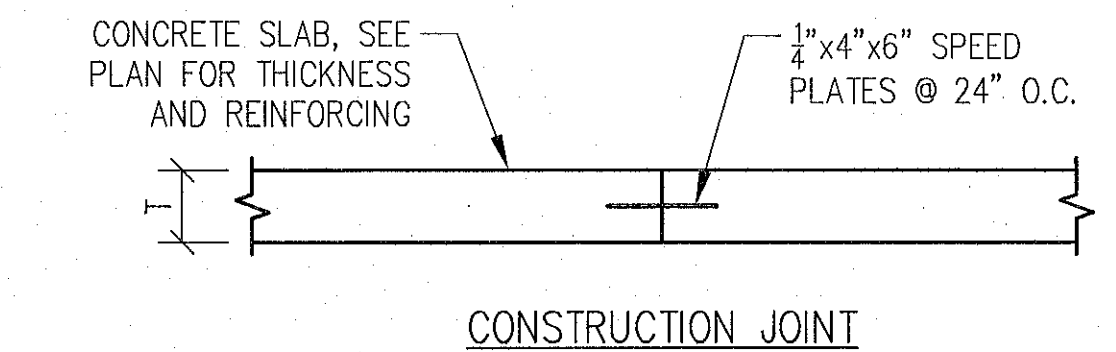


**B** 3/4"=1'-0" BLOCKOUT AT DOORS

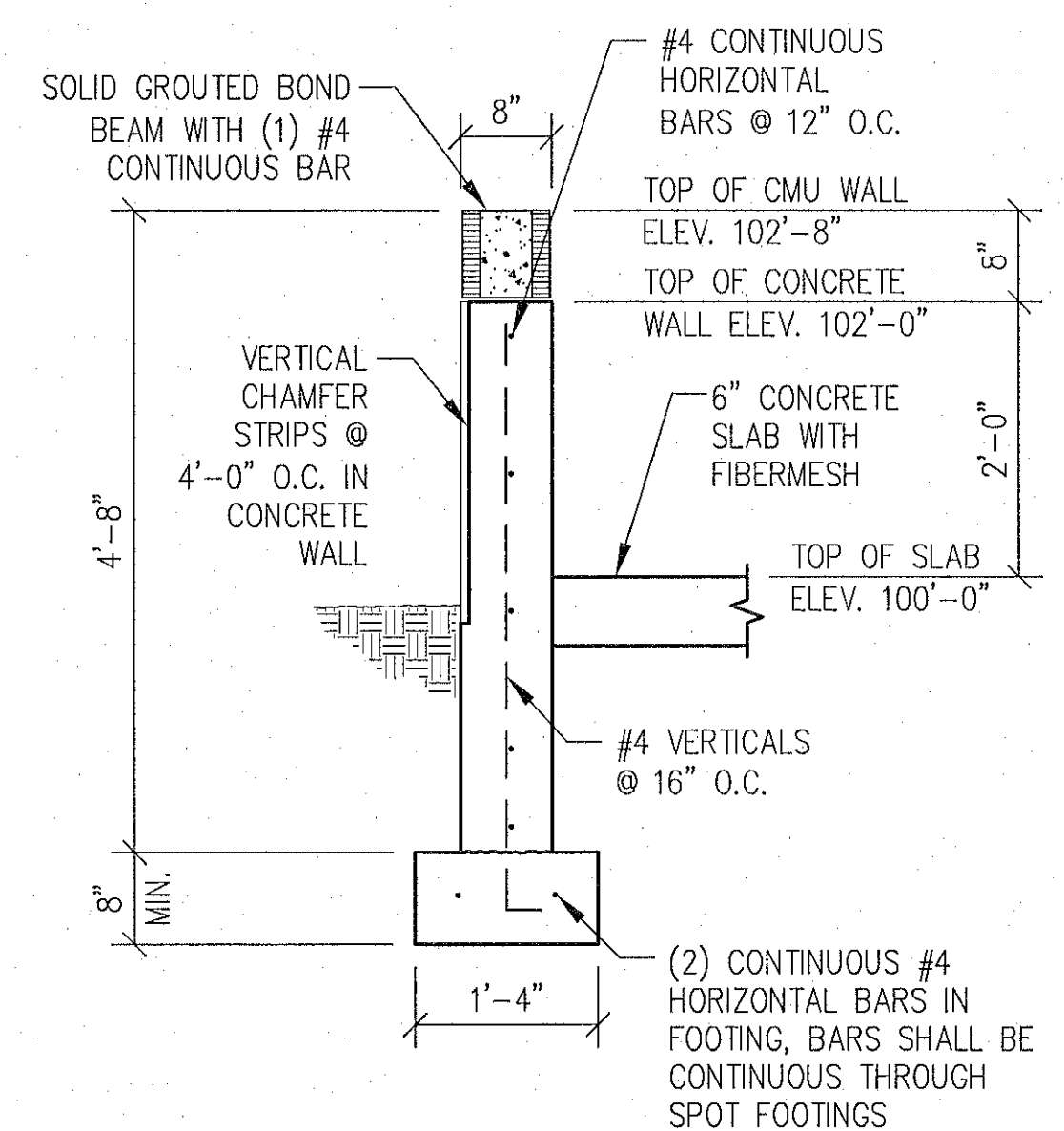
- CONTROL JOINT NOTES:**
- Control joints shall be field located by the contractor.
  - Control joints shall be located to limit the frequency and width of random cracks in the concrete slab.
  - Locate and install control joints in accordance with ACI 360R "Design of Slabs on Ground" and the details shown.
  - Maximum spacing of joints shall be per the table below.
  - Saw cuts should be made as soon as possible.

**MAXIMUM SPACING OF CONTROL JOINTS**

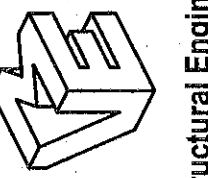
Slab thickness (T), in.	Slump 4 in. to 6 in.	
	Maximum-size aggregate less than 3/4 in.	Maximum-size aggregate 3/4 in. and larger
4	8 ft.	10 ft.
5	10 ft.	13 ft.
6	12 ft.	15 ft.
7	14 ft.	18 ft.
8	16 ft.	20 ft.



**A** N.T.S. CONTROL JOINTS



**C** 3/4"=1'-0" PERIMETER GRADE BEAM DETAIL



**MOUNTAIN VIEW  
ENGINEERING, INC.**

Structural Engineering Consulting  
345 North Main Street Ste. A, Brigham City, Utah 84302 (435) 734-9700 Fax (435) 734-9519

SHEET TITLE: FOUNDATION DETAILS

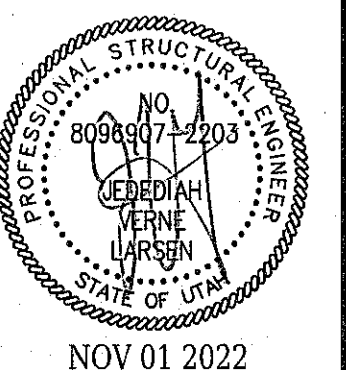
JENMAR III

LOCATION: CLEARFIELD, UTAH

CONTRACTOR: UTAH SYSTEMS BUILDERS

PLAN ISSUE DATES

DATE	BY	DESCRIPTION
8-18-22	T.W.	FOR PERMIT
11-1-22	J.P.	FOR CONSTRUCTION

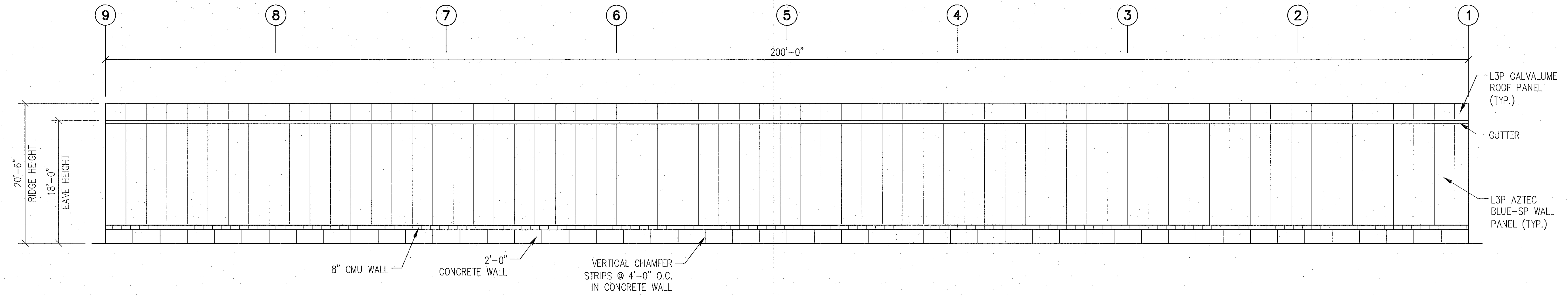


SHEET NUMBER:

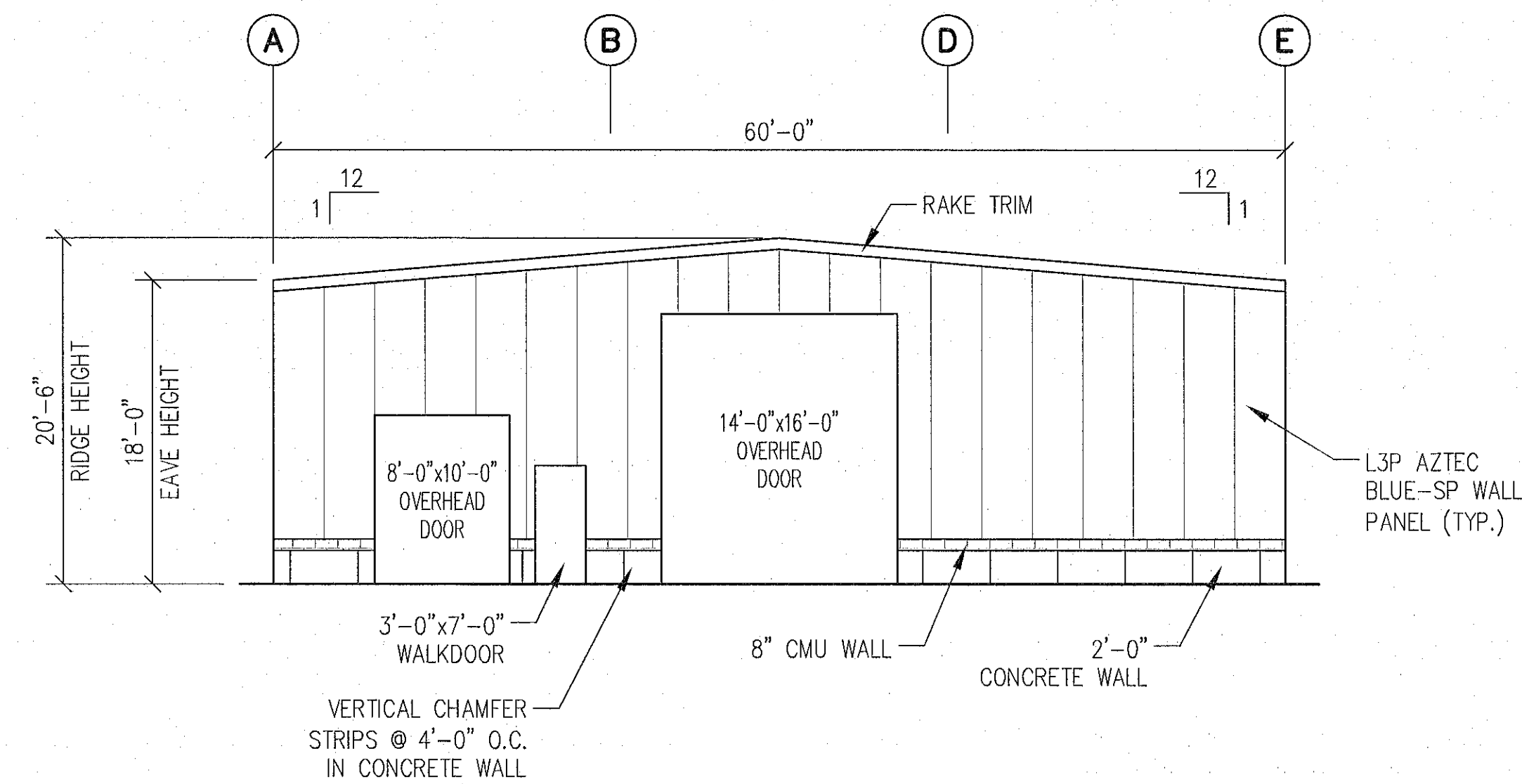
**F-2**

DRAWN BY: T.W.  
ENGINEER: J. LARSEN  
MVE JOB NUMBER: 22-0915

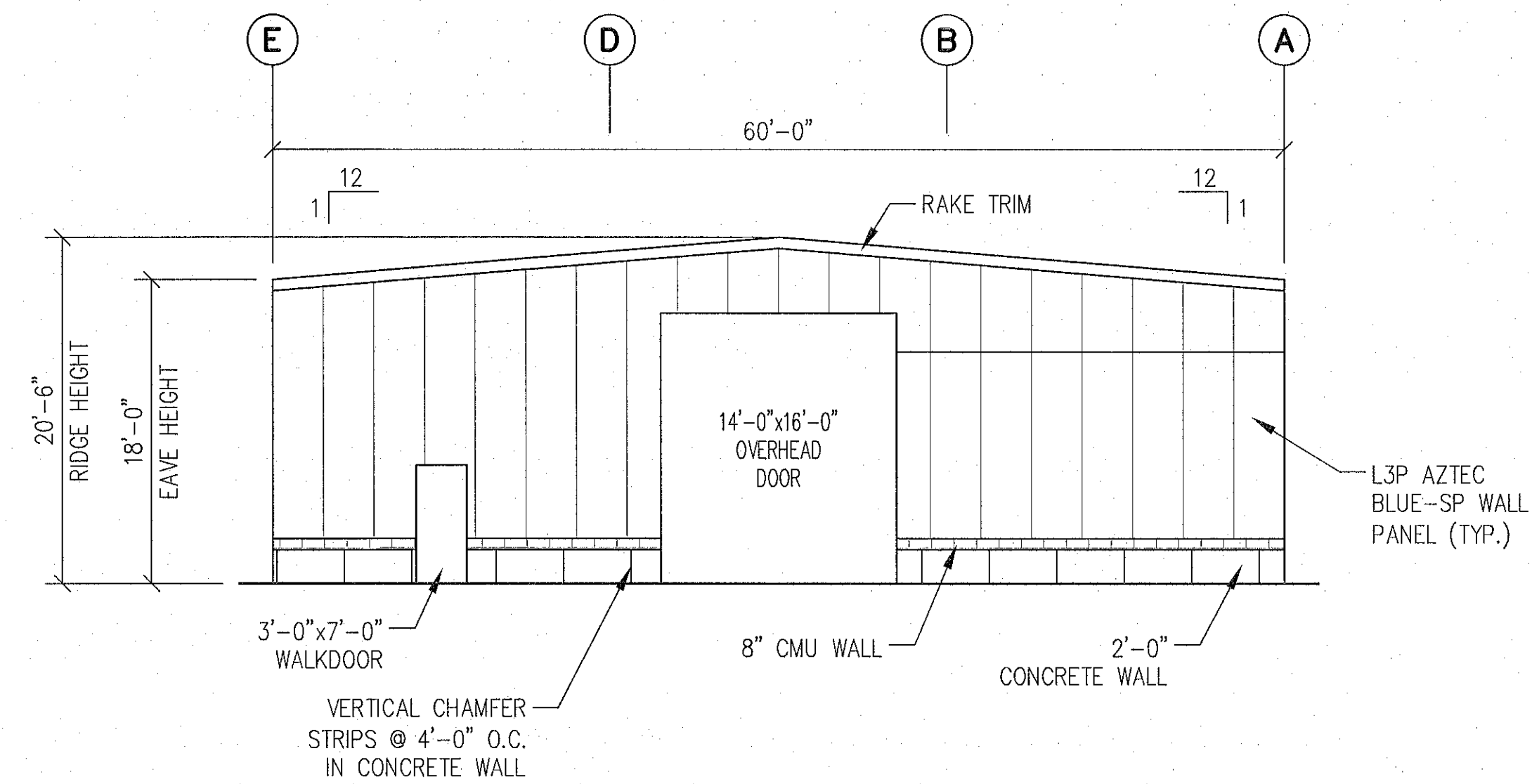




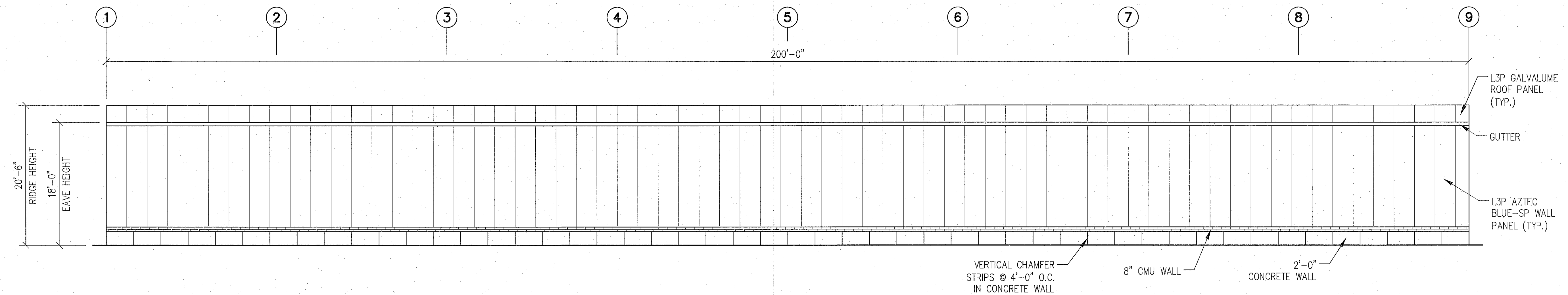
EAST WALL ELEVATION @ LINE A



NORTH WALL ELEVATION @ LINE 1

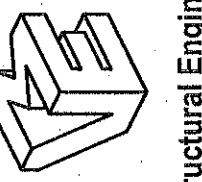


SOUTH WALL ELEVATION @ LINE 9



WEST WALL ELEVATION @ LINE E

**MOUNTAIN VIEW  
ENGINEERING, INC.**



Structural Engineering  
345 North Main Street Ste. A, Brigham City, Utah 84302 (435) 734-9700 Fax (435) 734-9519  
Design

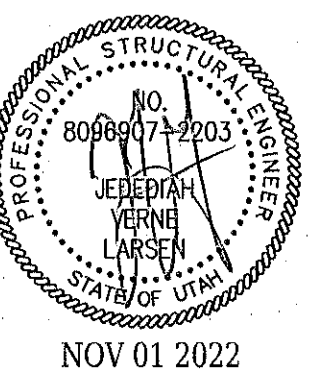
SHEET TITLE: WALL ELEVATIONS

JENMAR III

CONTRACTOR: UTAH SYSTEMS BUILDERS

PLAN / ISSUE DATES

DATE	BY	DESCRIPTION
8-18-22	T.W.	FOR PERMIT
11-1-22	J.P.	FOR CONSTRUCTION



SHEET NUMBER:

**A-1**

DRAWN BY: T.W.  
ENGINEER: J. LARSEN  
MVE JOB NUMBER: 22-0915



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

November 23<sup>rd</sup>, 2022

Attn: Tyson Stoddard, Planner  
Proj: Jennmar Storage Building  
Subj: Development Review #1

Tyson,

I have reviewed the submitted plans shared on Bluebeam for Jennmar Storage Building. The plans have a few comments that will need to be addressed prior to our recommendation of approval.

1. Title page indicates all construction to conform to Ogden City Standards and Specifications.... Please change to Clearfield City.
2. All patching in the road will require a T-Patch per Clearfield Standards. Add this to the notes. C-100
  - a. Continue patch for entire width of road, 175 E, for water utility tie in.
3. Notes need to be placed on the Site Plan Improvement Drawings indicating all deteriorated, damaged, or missing surface improvements surrounding the perimeter of the development and on-site be replaced or installed, i.e., curb and gutter, sidewalk, landscaping park strip improvements, asphalt patching, landscaping replacement, site lighting, dumpster screening, concrete improvement, etc.
4. The following notes regarding on-site private utilities will need to be added to the drawings:
  - a. Culinary Water Facilities: All facilities i.e., pipes, service laterals, valves, bends, thrust blocks, fire hydrants, miscellaneous fittings are the sole responsibility of the property owners to manage and repair to the City Standards when failures occur.
  - b. Storm Water Facilities: All facilities i.e., pipes, manholes, inlet catch basins, orifice and orifice control structures, detention storage basins, overflow spillways are the sole responsibility of the property owners to manage and repair to the City Standards when failures occur.
  - c. Roadways and Sidewalks Facilities: All hard-surface facilities i.e., roadways, curb and gutter, sidewalk are the sole responsibility of the property owners to manage and repair to the City Standards when failures occur.
5. The roadway in front of the site, 175 E, is not a private street. Please label as a public road.



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

6. Verify location of existing water line on 175 E. Our utility map indicates it continues north, running through proposed SD line leaving the expansion site. Verify depths to ensure there will be no conflicts in the utility crossing.
7. How will stormwater in the SW Corner of the expansion site be managed? Or will that be designated landscaping area?
  - a. Indicate boundaries for pervious surfaces and impervious surfaces. Locations of landscape areas is confusing.
8. Include TBC data for new curb and gutter being installed on NW area of site.
9. Orifice details were provided, but no size was indicated.
10. A hydrodynamic pre-treatment device required on storm water before entering the detention basin.
11. Storm sewer line crossing 175 E must be 15" RCP per Clearfield City Standards.
12. Include calculation to show LID retention is being obtained on site
13. Indicate on plans where orifice plate will be located.
  - a. The orifice should be located such that wen the orifice is plugged the maintenance workers will not have to go underwater to unplug the orifice. The orifice structure should have two 4' x 4' chambers that will provide a dry access to the orifice for cleaning.
14. Include details for storm drain tie-in into existing catch basin.
15. There needs to be a note on the drawing that the storm water collection boxes in the parking lot need to be "hooded" boxes.
16. A Clearfield City SWPPP will need to be submitted to Public Works.
17. A engineers estimate for the public improvements and storm drain improvements should be prepared and submitted to Public Works.
18. Include details/material for fence.

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



## CLEARFIELD CITY PLANNING COMMISSION 2023 APPLICATION DEADLINES & MEETING DATES

APPLICATION DEADLINE	MEETING DATE
December 7, 2022	January 4, 2023
December 21, 2022	January 18, 2023
January 4, 2023	February 1, 2023
January 18, 2023	February 15, 2023
February 1, 2023	March 1, 2023
February 15, 2023	March 15, 2023
March 8, 2023	April 5, 2023
March 22, 2023	April 19, 2023
April 5, 2023	May 3, 2023
April 19, 2023	May 17, 2023
May 10, 2023	June 7, 2023
May 24, 2023	June 21, 2023
June 7, 2023	July 5, 2023
June 21, 2023	July 19, 2023
July 5, 2023	August 2, 2023
July 19, 2023	August 16, 2023
August 9, 2023	September 6, 2023
August 23, 2023	September 20, 2023
September 6, 2023	October 4, 2023
September 20, 2023	October 18, 2023
October 4, 2023	November 1, 2023
October 18, 2023	November 15, 2023
November 8, 2023	December 6, 2023
November 22, 2023	December 20, 2023

This list is organized by the application deadline on the left and the corresponding meeting date to the right. Incomplete applications **WILL NOT** be accepted and scheduled for the next meeting. Complete applications must meet **ALL** of the requirements on the applications checklist unless otherwise noted by City Staff.

All applications for new development shall be reviewed in a Development Review Meeting prior to any application being submitted and scheduled for a Planning Commission meeting. Please contact the Planning Division at 801-525-2780 or email to [planning@clearfieldcity.org](mailto:planning@clearfieldcity.org) to schedule a time during the next Development Review Meeting.