



SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, UT 84335

AGENDA

Public Notice is given that the Smithfield City Council will meet in a regularly scheduled meeting at 96 South Main, Smithfield, Utah, on **Wednesday, January 8, 2025**. The meeting will begin at 6:30 PM.

Welcome/pledge of allegiance and thought/prayer by Todd Orme

1. Approval of the city council meeting minutes from December 11, 2024.
2. Resident Input
3. Youth Council Report
4. Discussion and possible vote on Ordinance 24-30, an Ordinance rezoning Cache County Parcel Numbers 08-222-0026, 08-222-0027, 08-222-0028, 08-222-0029, 08-222-0030, 08-222-0031, 08-222-0032, 08-222-0033, 08-222-0034, 08-222-0035, 08-222-0036, 08-222-0037, 08-222-0038, 08-222-0039, 08-222-0040, 08-222-0041, 08-222-0042, 08-222-0043, 08-222-0044, 08-222-0045, 08-222-0046, 08-222-0047, 08-222-0048, 08-222-0049, 08-222-0050, 08-222-0051, 08-222-0052, 08-222-0053, 08-222-0054, 08-222-0055, 08-222-0056, 08-222-0057, 08-222-0058, 08-222-0059, 08-222-0070, 08-222-0071, 08-222-0072, 08-222-0073, 08-222-0074, 08-222-0075, 08-222-0076, 08-222-0077, 08-222-0078, 08-222-0079, 08-222-0080, 08-222-0081, 08-222-0082, 08-222-0083, 08-222-0084, 08-222-0085, 08-222-0086, 08-222-0087, 08-222-0088, 08-222-0089, 08-222-0090, 08-222-0091, 08-222-0092, 08-222-0093, 08-222-0094 and 08-222-9001 from RM PUD (Multiple-Family Residential Planned Unit Development Overlay Zone) to RM PUD (Multiple-Family Residential Planned Unit Development Overlay Zone). The parcels are located at approximately 380 East 800 South. The request was submitted by Jake Thompson.
5. Public Hearing for the purpose of discussing Resolution 2025-01, a Resolution amending the Fiscal Year 2025 Budget which is the period of July 1, 2024, through June 30, 2025.
6. Discussion and possible vote on Resolution 2025-01.

7. City Manager Report
8. Council Member and Mayor Reports
9. Closed Meeting to discuss the purchase, exchange or lease of real property. Utah Code Annotated 52-4-205 (1) (d).
10. Closed Meeting to discuss the character, professional competence, or physical or mental health of an individual. Utah Code Annotated 52-4-205 (1) (a).

Adjournment

*****Items on the agenda may be considered earlier than shown on the agenda.*****

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Recorder at (435) 792-7997, at least three (3) days before the date of the meeting.



SMITHFIELD CITY COUNCIL MINUTES December 11, 2024

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, December 11, 2024. Mayor Monson was in the chair.

Opening remarks Jenn Staker

Council Members in Attendance: Wade Campbell, Sue Hyer, Todd Orme, Jenn Staker, Ted Stokes

City Staff: Justin Lewis (City Manager), Dana Lazcanotegui (City Recorder), Clay Bodily (City Engineer), Travis Allen (Police Chief), Shawn Bliss (Library Director), Karen Bowling (Library Assistant Director)

Visitors: Bob Holbrook, Jesse Vega, Chris Olsen, Dave Forrester, Mike Monson, Jeff Barnes, Caralee Stokes, Lacey Dahlgren, Braygan Hutchison

Approval of City Council Meeting Minutes from November 13, 2024

***** Motion made by Councilmember Campbell to approve the November 13, 2024 meeting minutes. Motion seconded by Councilmember Orme Vote 5-0.**

Yes Vote: Campbell, Hyer, Orme, Staker, Stokes

No Vote: None

Resident Input

No public comments

Youth Council Report

Kaisa Olsen reported that the Youth Council recently helped with the Turkey Trot, Storybook Festival, and Chamber of Commerce Night of Giving. They will help with the upcoming indoor triathlon. The Youth Executive Committee will travel to Salt Lake City for a tour during the legislative session.

Discussion and possible approval of Lacey Dahlgren & Braygan Hutchison as members of the Smithfield Library Board effective January 1, 2025.

***** Motion made by Councilmember Campbell to approve the appointment of Lacey Dahlgren & Braygan Hutchison as members of the Smithfield Library Board, effective January 1, 2025. Motion seconded by Councilmember Staker. Vote 5-0. *****

Yes Vote: Campbell, Hyer, Orme, Staker, Stokes

No Vote: None

Discussion and possible vote on the request by Jesse Vega for approval of the Final Plat for the Birch Creek Business Park, Phase 1, a (6) lot/unit subdivision located at 475 West 600 South. Zoned GC (General Commercial).

Mr. Boudrero advised that the request is for approval of the final plat for the first phase of a commercial subdivision on a four-acre property located at 475 West 600 South. The applicant has met all requirements, and the Planning Commission has reviewed the request and recommended approval.

Mr. Jesse Vega said that in this phase, they will be keeping building #1 as one lot. Building #2 will be subdivided, condominium-style, so that each lot will have its own parcel number; this will provide more flexibility with the future lease, sale, and/or rental of the units.

Mr. Boudrero confirmed for Councilmember Stokes that the previous culinary water issue was resolved and the rezone has been approved.

Councilmember Stokes asked about the sidewalk; Mr. Vega explained there would be a sidewalk, streetlight, and sign in front along 600 South. He confirmed for Councilmember Stokes that the HOA (Homeowner's Association) will maintain the common areas, including the park strip.

Councilmember Stokes said that to the extent the Council can participate in the regulation and maintenance of common areas, he would like a precedent to be set that the City expects that those areas will be adequately taken care of.

Mr. Boudrero explained that in this project, the guidelines are clearly laid out and required within the CCRs (covenants, codes and restrictions), which an attorney has reviewed. Councilmember Stokes wants to ensure all projects look good from a curb appeal perspective.

Mr. Vega advised that building #1 has a sprinkler system, building #2 has the foundation, and that sprinkler system has been put in and is stubbed to go into the park strip.

Councilmember Orme asked about the temporary turnaround; Mr. Boudrero said this is part of the first phase and will remain in place until the project is completed and a permanent one is in place. The temporary turnaround will be replaced when the next phase of the project extends to the north.

*****Motion made by Councilmember Campbell to approve the request by Jesse Vega for approval of the Final Plat for the Birch Creek Business Park, Phase 1, a (6) lot/unit subdivision located at 475 West 600 South. Zoned GC (General Commercial). Councilmember Hyer seconded the motion. Vote 5-0.*****

Yes Vote: Campbell, Hyer, Orme, Staker, Stokes

No Vote: None

Discussion and possible vote on Ordinance 24-27, an Ordinance establishing a time and place for holding regular meetings during calendar year 2025.

The tentative 2025 City Council regular meetings shall be held on the below dates beginning at 6:30 p.m. in the City Office Building: Jan 8th, Feb 12th, Mar 12th, Apr 9th, May 14th, June 11th, July 9th, Aug 13th & 27th, Sept 10th, Oct 8th, Nov 12th and Dec 10th.

The Planning Commission shall conduct its regular meeting on the third Wednesday of each month during 2025 at the City Office Building, located at 96 South Main, Smithfield, Utah. The meeting shall begin at 6:30 p.m. unless otherwise posted.

Mayor Monson would like to see if there was any opportunity to change the city council meeting start time from 6:30 p.m. to 6:00 p.m. There was no further discussion.

*****Motion made by Councilmember Campbell to approve Ordinance 24-27, an Ordinance establishing a time and place for holding regular meetings during the calendar year 2025 as proposed. Councilmember Staker seconded the motion. Vote 5-0.*****

Yes Vote: Campbell, Hyer, Orme, Staker, Stokes

No Vote: None

Selection of Mayor Pro Tempore for calendar year 2025.

The Council selected Councilmember Campbell to serve as Mayor Pro Tempore for 2025; he will fill in during the mayor's absence.

Discussion and possible vote on Ordinance 24-25, an Ordinance amending the Smithfield City Municipal Code Title 17 "Zoning Regulations", Chapter 17.81 "Master Planned Community (MPC) Zone, Section 17.81.040 "Rezone Required", and Chapter 17.88 "Planned Unit Developments", Section 17.88.150 "Failure to Perform".

Mr. Boudrero explained that the Master Planned Community (MPC) and the Planned Unit Development Overlay (PUD) codes stipulate that the approved rezone directly corresponds with the approved preliminary plans. The current Code stipulates that if the approved plans are unused, the City will start the rezone process. It is proposed that the current Code be changed to remove the responsibility of rezoning from the City to the prospective developer in the case of unused plans as the city does not rezone parcels unless they own them. The same wording will be altered in the MPC and PUD sections.

Mr. Lewis pointed out that the Council approves MPC/PUD plans; if any changes are proposed, the process would begin again and come back to the Council for review and possible approval.

*****Motion made by Councilmember Orme to approve Ordinance 24-25, an Ordinance amending the Smithfield City Municipal Code Title 17 “Zoning Regulations”, Chapter 17.81 “Master Planned Community (MPC) Zone, Section 17.81.040 “Rezone Required”, and Chapter 17.88 “Planned Unit Developments”, Section 17.88.150 “Failure to Perform”. Councilmember Campbell seconded the motion. Vote 5-0.*****

Yes Vote: Campbell, Hyer, Orme, Staker, Stokes

No Vote: None

Discussion and possible vote on Ordinance 24-26, an Ordinance rezoning Cache County Parcel Number 08-079-0008 from RA-1 (Residential Agricultural 1-Acre) to R-1-12 (Single-Family Residential 12,000 Square Feet). The parcel is located at approximately 450 West 400 North, and is approximately 4.55 acres. The request was submitted by Smithfield City.

Mr. Lewis explained that Smithfield City is requesting a rezone for the property located at approximately 420 North 450 West. The parcel is currently used for agricultural purposes and is needed for a road connection conforming to the City Master Transportation Plan. Residential and residential agricultural zones primarily surround the property. The long-term plan is to connect 400 North to 440 North; however, there is no timeline set. There are also no current plans to put in the road due to financial reasons. This is the first step in a long process that will allow the Council to make future decisions with this parcel. The Planning Commission has reviewed the request and is recommending City Council approval. The Commission meeting notes were reviewed.

*****Motion made by Councilmember Campbell to approve Ordinance 24-26, an Ordinance rezoning Cache County Parcel Number 08-079-0008 from RA-1 (Residential Agricultural 1-Acre) to R-1-12 (Single Family Residential 12,000 Square Feet). The parcel is located at approximately 450 West 400 North, and is approximately 4.55 acres. The request was submitted by Smithfield City. Councilmember Staker seconded the motion. Vote 5-0.*****

Yes Vote: Campbell, Hyer, Orme, Staker, Stokes

No Vote: None

Public Hearing for the purpose of discussing Ordinance 24-28, an Ordinance amending the Smithfield City Municipal Code Title 2 “Administration and Personnel”, Chapter 2.16 “City Officers Generally”, Sections 2.16.160 “Justice Court Judge”, 2.16.030 “Oath of Office”, 2.16.090 “City Manager”, 2.16.050 “Salaries”, Chapter 2.36 “Planning Commission”, Sections 2.36.015 “Planning Department Created”, 2.36.020 “Term of Office”, 2.36.060 “Petition For Change”, and Chapter 2.40 “Board of Adjustment”.

Mr. Lewis outlined the proposed changes to include:

2.16.160 JUSTICE COURT JUDGE: – Change the title to **RESERVED** and remove The office of city justice court judge is hereby created and the person appointed to this office shall act as the justice court judge of the Smithfield City justice court. The justice court

~~judge shall be appointed and shall have such powers and duties as set forth in the Utah Code Annotated, as amended.~~

2.16.030 OATH OF OFFICE

B. Administered: The oath of office shall be administered by the city recorder, ~~any judge, including a justice court judge,~~ or notary public.

2.36.015 PLANNING DEPARTMENT CREATED

~~Remove: There is established a planning department consisting of a city planner, planning and zoning administrator, and other such individuals designated by resolution of the city council.~~

Add: There is established a planning department consisting of a Planning Manager and other such individuals as designated or assigned by the City Manager.

~~Remove: The terms of the planning commission shall be staggered. Each member of the planning commission shall serve for a term of five (5) years and until his successor is appointed, provided that the term of the first members shall be such that the terms of two (2) members shall expire each year. Terms of members of the planning commission shall begin on or before the first Monday in February of each year. The governing body may remove any member of the planning commission for cause and after a public hearing, if one is requested. Vacancies shall be promptly filled in the same manner as the original appointment for the remainder of the unexpired term.~~

Add: Each member of the planning commission shall serve for a term of four (4) years and until his/her successor is appointed. Terms of members of the planning commission, including alternates, shall begin upon the approval date by the city council. The city council may remove any member for cause.

2.36.060 PETITION

Change to: In each instance where any person shall desire to have such a change made, a petition shall be made to the governing body, ~~definitely~~ setting out such request and ~~particularizing~~ detailing the change desired.

~~2.40 BOARD OF ADJUSTMENT~~ - Change title to **RESERVED**

2.16.090 CITY MANAGER

1. Appoint And Remove Employees: The city manager may, under the direction of the mayor, have the authority to appoint, employ and remove employees as provided herein. The city manager shall also be responsible for reviewing the status and performance of any personnel being considered for promotion in and discharge, transfer, or demotion from appointment or employment with the city. The city manager shall also perform annual performance evaluations of all appointed officials and employees, ~~except for the city recorder, treasurer, chief of police and fire chief, which shall be performed by the mayor, and~~ except for any others performed by department heads or other city supervisors.

2.16.050 SALARIES

(Wording addition in **bold print**)

A. The salary of the officers of this municipality shall be paid in the amount, **set by ordinance**, and at such time as is ~~set by ordinance~~ **established in the Employee Personnel Manual**.

B. In addition to the salary paid the officers and employees of this municipality, they shall receive the following benefits:

1. Health and accident insurance for themselves and their families on such basis and cost to the employee or officer as the governing body may from time to time establish ~~by resolution~~; in the Employee Personnel Manual.

2. ~~Vacation and sick leave~~ **Personal Time Off (PTO)** on such basis as the governing body may from time to time establish ~~by resolution~~; **in the Employee Personnel Manual**.

3. Participation in the Utah state retirement (**URS**) program on such basis and cost as the Page 3 of 3 governing body may from time to time by resolution establish in the Employee Personnel Manual.

6:58 p.m. Public Hearing Opened

There were not any comments or questions.

6:59 p.m. Public Hearing Closed

Discussion and possible vote on <u>Ordinance 24-28</u>.
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Mr. Lewis explained that this housekeeping ordinance aligns the Code with the process. One item for the Council to consider is the term of a planning commissioner. This will not affect anyone currently serving. Councilmember Campbell likes the 4-year term.

Mr. Lewis clarified that no salaries are being changed; this change will only be referenced where that information can be found.

Councilmember Stokes asked how long the chair of the planning commission serves. Mr. Lewis said he does not think this is specified, but it is usually until the member's term expires or they request a change. Councilmember Stokes noted that as a small business owner, he likes leadership changes, which allows more people to serve in leadership roles. He suggested changing the chair annually or bi-annually.

Mr. Lewis said the Code can be amended and brought back to the Council for approval.

Mr. Boudrero answered for Councilmember Staker that the chair has been selected by the commission in the past. Councilmember Stokes recommended that the chair not be allowed to serve back-to-back times.

Mayor Monson did not know if she agreed with this change and questioned why someone doing a good job should not be allowed to serve longer than one year.

Councilmember Stokes would like to see the opportunity for other members to step up and have the ability to serve in a different role. Councilmember Campbell stated the commission should determine who the chair is; Mayor Monson agreed.

Councilmember Stokes thinks it is good to have leadership rotation in appointed committees. Mayor Monson said she is discussing how commission members are selected in the future and possibly asking people in the public if they would like to be involved, which is a significant step to becoming more involved in city government. This could allow a broader group of people to choose from. The Mayor has contacted people in the past, and the City Council would approve the appointment. Councilmember Stokes pointed out that the previous City Council had no problem turning down recommended appointees because, politically, they did not think certain people were in line with their views. He suggested that there should be some internal discussion before the nomination.

Councilmember Stokes said if the commission chair has the right to stay in his/her position, he does not want them to see this request as them being “ousted”; the intent is to allow others the opportunity to serve. This is one of the reasons he likes the idea of a rotation. Councilmember Orme agreed but also felt that if an individual is doing a good job, it should not be mandated that they cannot stay in that position.

Councilmember Staker would like to develop a better relationship between the City Council and the Planning Commission, as there seems to be a disconnect. Both groups are tasked with service for the betterment of Smithfield. Councilmember Stokes agreed and said some people, from a political standpoint, will not change, which is why political appointments are necessary. He wants to see the Planning Commission be more divisive in their votes and more discussion to help flesh out why decisions are being made. Councilmember Staker would like to understand better what the Commission’s recommendations are based on.

*****Motion made by Councilmember Campbell to approve Ordinance 24-28, an Ordinance amending the Smithfield City Municipal Code Title 2 “Administration and Personnel”, Chapter 2.16 “City Officers Generally”, Sections 2.16.160 “Justice Court Judge”, 2.16.030 “Oath of Office”, 2.16.090 “City Manager”, 2.16.050 “Salaries”, Chapter 2.36 “Planning Commission”, Sections 2.36.015 “Planning Department Created”, 2.36.020 “Term of Office”, 2.36.060 “Petition For Change”, and Chapter 2.40 “Board of Adjustment”. Councilmember Staker seconded the motion. Vote 5-0.*****

Yes Vote: Campbell, Hyer, Orme, Staker, Stokes

No Vote: None

Discussion and possible vote on Personnel Manual Updates

Mr. Lewis explained that the change is proposed in Section VI – Rules & Regulations, Article IV – Public Works Department and Parks Division On-Call Policy, A-5 to add the last sentence of “The same will apply if the on-call employee is called out when on-call during a holiday.” This is a clarification as a holiday was not listed in the past in this regard.

Councilmember Stokes asked if on-call holiday pay would be, or should be, double pay. Mr. Lewis said it would be the standard 1.5 times.

*****Motion made by Councilmember Hyer to approve updates to the Personnel Manual. Councilmember Campbell seconded the motion. Vote 5-0.*****

Yes Vote: Campbell, Hyer, Orme, Staker, Stokes

No Vote: None

Discussion and possible vote on Resolution 24-07, a Resolution updating the Prevailing Fee Schedule of the City.

Mr. Lewis explained that the proposed changes are all within the Rec Center. Brett Daniels, Rec Center Director, reviewed and suggested the following increases for 2025 programs. Overall, the increases are small, \$2.50-\$5.00, to help offset cost increases.

Mayor Monson said the Rec Center does a fantastic job with the budget they have.

Mr. Lewis reviewed the priority categories as listed on the schedule.

*****Motion made by Councilmember Campbell to approve Resolution 24-07, a Resolution updating the Prevailing Fee Schedule of the City. Councilmember Orme seconded the motion. Vote 5-0.*****

Yes Vote: Campbell, Hyer, Orme, Staker, Stokes

No Vote: None

Initial Discussion of Municipal Code Section 12.24.040 “Plantings”.

Mayor Monson said many members of the Council have heard how people feel about this topic. There are a few ways to address the concern. The City can do nothing or realize that there is currently a \$3-4 million problem. The estimate of how much it would cost to trim all the trees in the park strips throughout the city. Because this is such a broad topic, tonight’s discussion will be about future tree plantings in the park strip. One option would be to allow residents to plant what they want, from an approved list, but ensure they know that plantings in the park strip are their responsibility. A consensus on how to handle this problem needs to be discussed. The City has a great Tree Committee that can help make recommendations, but one concern is how the City will police and enforce it.

Mr. Lewis said the staff seeks guidance and help with this issue. The Tree Committee webpage has been updated. There is a lot of misinformation, so he clarified that tonight is discussion only; no votes or decisions will be made. The city will not go around randomly removing trees. Possible options would be to do nothing, which the City feels is not appropriate and will only make the problem worse. Not allow trees to be planted in park strips in the future, or allow trees from an approved list. The staff’s biggest concern is how to police this and how areas will be maintained. This is an expensive and growing problem for the City to deal with. Another option is leaving trees in the strip but using the developed list. One concern is that developers often don’t pay attention, and the City doesn’t have time or money to inspect every new tree which is planted.

Councilmember Orme said resident education is an important component. Information about responsibilities should be sent out at least annually.

Mayor Monson said one of the challenges is that in some of the older parts of town, the trees were initially put in and taken care of by the City. When that changed and became the homeowner's responsibility, in some instances, it became quite costly for them to take care of. Future development will need to have better guidelines and plans.

Councilmember Orme agreed and said the area along 250 East is a good example; when it changed from the City taking care of them to the property owners, the trees were not watered, died, and subsequently had to be removed. The trees were behind the resident's fence, and there was no good way to water them.

Mr. Lewis said calls are always received complaining that trees are overhanging into the road or sidewalk. Letters are sent to the homeowners to trim the tree(s). If it is too expensive for the homeowner to take care of, they call in and complain about the idea of being cited for trees they did not put in and cannot afford to take care of.

Councilmember Stokes said the amendment last month put the City in a better position to address urgent needs, which is a good first step. Escalation of past problems needs to stop. If an ordinance is passed and trees are eliminated or must be from a recommended list. A civil liability penalty could be created in the Code (he will have to check with legal counsel), allowing residents/HOA to have some recourse against a developer if improper trees are planted. He agrees with the education aspect. He also thinks the developer should sign a document outlining the installation of trees and what is required. Information about what is expected should be given to every resident upon occupancy so they know their responsibilities. Honing in on neighborhood design can help prevent future problems.

Mr. Lewis received a comment that if a list of trees is developed, the trees should be able to be purchased locally; another suggestion is that trees should be consistent in type and planting similar to Brigham City. Mayor Monson said the concern with the last comment is that they can become diseased.

Councilmember Staker said moving forward seems more straightforward. The challenge is how to address the existing problem. Mayor Monson agreed that addressing the current circumstance is essential, but she wants to keep tonight's discussion about moving forward with a plan for future park strip plantings.

Councilmember Orme suggested having the City Council meet with the Tree Committee. Mayor Monson agreed and suggested having a pre-meeting workshop with the committee to prepare a plan. Jeff Barnes said the Tree Committee will have a meeting in January, and he provided Councilmember Orme with some information. Council Orme can forward the Council's concerns to the committee. Councilmember Stokes agreed that he would like a recommendation from the Tree Committee before further discussion. Mayor Monson asked that suggestions be forwarded to Councilmember Orme.

City Manager Report

- ✓ Library recertification was approved. The letter of approval was included in the Council packet. The library staff was thanked for all their excellent work.
- ✓ The Douglass Mercantile building is progressing well. The south end is all cleaned out, the natural gas meter has been turned on, and new windows and doors will be

installed later this week.

- ✓ The Youth Center furnace quit working; a new one has been installed.
- ✓ The conversion to .gov emails will happen at month's end. The transition is a big job, and the Council will be informed of the process.
- ✓ Some other cities will be increasing their garbage rates. Smithfield is not planning to increase garbage rates; the last increase was in September 2022, and there is no forecasted change at this time.
- ✓ Annual meeting with Econo Waste. The city has had some calls concerned about the same truck doing recycling/garbage. It was learned that one truck has one route and dumps recycling items in Hyrum and takes garbage to the transfer station on Logan. All trucks are equipped with recording cameras in case of any problems.
- ✓ City offices will be closed on Christmas Eve and Christmas Day.

Council Member & Mayor Reports

Wade Campbell

- ✓ Cache Mosquito Abatement District approved the small property tax increase; there were no negative comments during their public meeting. First increase since 2007.
- ✓ The Library Board will begin meeting next month. Looking forward to working with new members.

Ted Stokes

- ✓ Met with Mayor Monson about trails; there will be a meeting with the Trails Committee at the beginning of January to outline a proposed trail to come down into Smithfield from Bonneville Shoreline.

Sue Hyer

- ✓ Youth Council has been very busy. They are a good example for the youth.
- ✓ Localscapes class will be held on April 12th at the library.

Jen Staker

- ✓ The First Annual Arts Council Storybook Festival was great; much of the community was involved. Received several good comments.

Todd Orme

- ✓ Thanked Mr. Lewis for the website updates for the Tree Committee. Much more, and easier to find information.
- ✓ Douglass Mercantile building updates moving forward. He appreciates the Historic Society update at last month's meeting and all their great work.

Mayor Monson

- ✓ Council assignments will be kept the same for 2025.
- ✓ Would like to see the Storybook Festival to become a permanent annual event.
- ✓ UDOT (Utah Department of Transportation), after much work, has finally approved a left turn signal on 600 South westbound, northbound, and southbound. This is a problem area, and this will help prevent accidents.

*** The meeting adjourned at 7:49 p.m. ***

SMITHFIELD CITY CORPORATION

Kristi Monson, Mayor

ATTEST:

Dana Lazcanotegui, City Recorder



SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, UT 84335

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5. Discussion and possible vote on the request by Jesse Vega for approval of the Final Plat for the Birch Creek Business Park, Phase 1, a (6) lot/unit subdivision located at 475 West 600 South. Zoned GC (General Commercial).
6. Discussion and possible vote on Ordinance 24-27, an Ordinance establishing a time and place for holding regular meetings during calendar year 2025.
7. Selection of Mayor Pro Tempore for Calendar Year 2025.
8. Discussion and possible vote on Ordinance 24-25, an Ordinance amending the Smithfield City Municipal Code Title 17 "Zoning Regulations", Chapter 17.81 "Master Planned Community (MPC) Zone", Section 17.81.040 "Rezone Required", and Chapter 17.88 "Planned Unit Developments", Section 17.88.150 "Failure to Perform".
9. Discussion and possible vote on Ordinance 24-26, an Ordinance rezoning Cache County Parcel Number 08-079-0008 from RA-1 (Residential Agricultural 1-Acre) to R-1-12 (Single Family Residential 12,000 Square Feet). The parcel is located at approximately 450 West 400 North and is approximately 4.55 acres. The request was submitted by Smithfield City.
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11. Discussion and possible vote on Ordinance 24-28.
12. Discussion and possible vote on Personnel Manual Updates.
13. Discussion and possible vote on Resolution 24-07, a Resolution updating the Prevailing Fee Schedule of the City.
14. Initial discussion on Municipal Code Section 12.24.050 "Plantings".
15. City Manager Report
16. Council Member and Mayor Reports

Adjournment

Items on the agenda may be considered earlier than shown on the agenda

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Recorder at (435) 792-7997, at least three (3) days before the date of the meeting.

ORDINANCE NO 24-30

AN ORDINANCE AMENDING TITLE 17, ZONING OF THE SMITHFIELD MUNICIPAL CODE, BY AMENDING THE ZONING MAP OF SMITHFIELD CITY.

BE IT ORDAINED by the City Council of Smithfield City, Utah as follows:

That certain map or maps entitled "Zoning Map of Smithfield City, Utah" is hereby amended and the following described property is hereby rezoned from RM PUD (Multiple-Family Residential Planned Unit Development Overlay Zone) to RM PUD (Multiple-Family Residential Planned Unit Development Overlay Zone).

Approximate Property Location: 380 East 800 South

Cache County Parcel Number: 08-222-0026

ALL OF LOT 26 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.06 AC

08-222-0027

ALL OF LOT 27 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.07 AC

08-222-0028

ALL OF LOT 28 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.07 AC

08-222-0029

ALL OF LOT 29 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.07 AC

08-222-0030

ALL OF LOT 30 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.06 AC

08-222-0031

ALL OF LOT 31 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.06 AC

08-222-0032

ALL OF LOT 32 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.07 AC

08-222-0033

ALL OF LOT 33 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.07 AC

Ordinance 24-30

08-222-0034

ALL OF LOT 34 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.07 AC

08-222-0035

ALL OF LOT 35 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.06 AC

08-222-0036

ALL OF LOT 36 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.06 AC

08-222-0037

ALL OF LOT 37 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.07 AC

08-222-0038

ALL OF LOT 38 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.07 AC

08-222-0039

ALL OF LOT 39 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.07 AC

08-222-0040

ALL OF LOT 40 THE MEADOWS AT SKY VIEW PHASE 2 CONT 0.06 AC

08-222-0041

ALL OF LOT 41 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0042

ALL OF LOT 42 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0043

ALL OF LOT 43 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0044

ALL OF LOT 44 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

Ordinance 24-30

08-222-0045

ALL OF LOT 45 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0046

ALL OF LOT 46 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0047

ALL OF LOT 47 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0048

ALL OF LOT 48 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0049

ALL OF LOT 49 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0050

ALL OF LOT 50 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0051

ALL OF LOT 51 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.07 AC

08-222-0052

ALL OF LOT 52 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.07 AC

08-222-0053

ALL OF LOT 53 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.07 AC

08-222-0054

ALL OF LOT 54 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0055

ALL OF LOT 55 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

Ordinance 24-30

08-222-0056

ALL OF LOT 56 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.07 AC

08-222-0057

ALL OF LOT 57 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.07 AC

08-222-0058

ALL OF LOT 58 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.07 AC

08-222-0059

ALL OF LOT 59 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0070

ALL OF LOT 70 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0071

ALL OF LOT 71 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0072

ALL OF LOT 72 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0073

ALL OF LOT 73 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0074

ALL OF LOT 74 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0075

ALL OF LOT 75 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0076

ALL OF LOT 76 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

Ordinance 24-30

08-222-0077

ALL OF LOT 77 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0078

ALL OF LOT 78 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0079

ALL OF LOT 79 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0080

ALL OF LOT 80 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0081

ALL OF LOT 81 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0082

ALL OF LOT 82 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0083

ALL OF LOT 83 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0084

ALL OF LOT 84 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0085

ALL OF LOT 85 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0086

ALL OF LOT 86 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0087

ALL OF LOT 87 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

Ordinance 24-30

08-222-0088

ALL OF LOT 88 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0089

ALL OF LOT 89 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0090

ALL OF LOT 90 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0091

ALL OF LOT 91 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0092

ALL OF LOT 92 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0093

ALL OF LOT 93 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-0094

ALL OF LOT 94 THE MEADOWS AT SKY VIEW PHASE 3 CONT 0.06 AC

08-222-9001

ALL OF OPEN SPACE A AND OPEN SPACE B THE MEADOWS AT SKY VIEW PHASE 1 CONT 0.26 AC ALL OF COMMON AREA C THE MEADOWS AT SKY VIEW PHASE 2 CONT 1.08 AC ALL OF THE COMMON AREA IN THE MEADOWS AT SKY VIEW PHASE 3 CONT 1.01 AC CONT NET 2.35 AC (CCR)

APPROVED by the Smithfield City Council this 8th day of January, 2025.

SMITHFIELD CITY CORPORATION

Kristi Monson, Mayor

ATTEST:

Dana Lazcanotegui, City Recorder



Smithfield City Staff Report

Community Development Department

Administration • Engineering • Planning • Zoning

Meadows Walk PUD Rezone

December 18, 2024

This staff report is an analysis of the application information base on adopted city codes, standard city development practices and other available information. This report is to be used to review and consider the merits of the application. Additional information may be provided, that supplements or amends this report.

Project Information

Parcel ID: 08-222-9001

Applicant: Jake Thompson

08-222-0001 through 08-222-0094

Action Type: Legislative

Staff Recommendation: None

Project Location

Location:

800 South 380 East
Smithfield, Utah

Lot Size:

8.11 Acres

Surrounding Uses:

North - R-1-10 Residential

South - County

East - County

West - RM Multi-Family (PUD)

Current Zoning:

RM Multi-Family (PUD)

Proposed Zoning:

RM Multi-Family (PUD)

Project Summary

Jake Thompson is requesting a rezone from an RM-Planned Unit Development to another RM-Planned Unit Development. They have resubmitted preliminary plans for the remainder of the units in the existing Meadows at Sky View PUD.



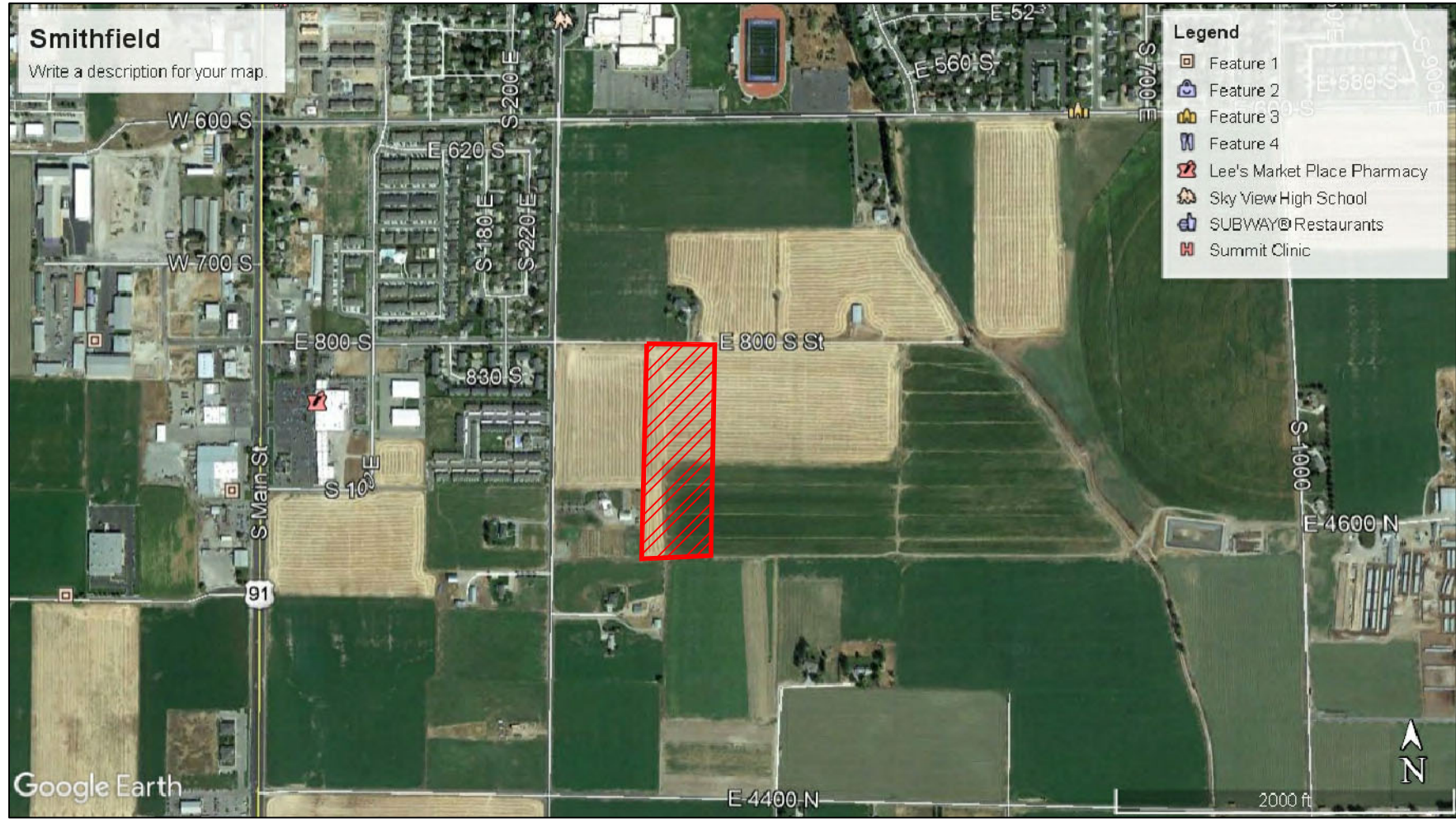
12/12/2024

Page 1

Smithfield City Community Development
96 South Main Street, Smithfield, Utah 84335

Phone: (435) 563.6226
Email: info@smithfieldcity.org

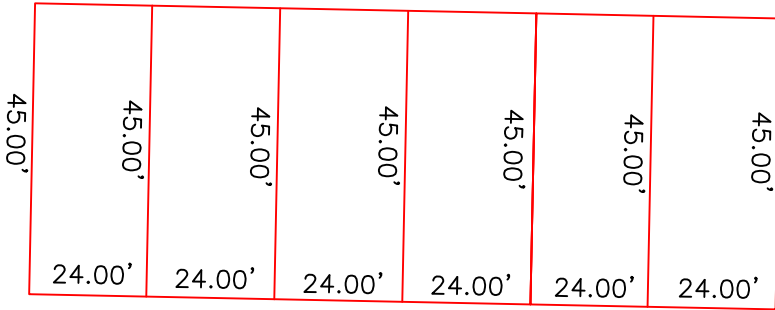
<http://smithfieldcity.org/comdev>
Administration • Engineering • Planning • Zoning



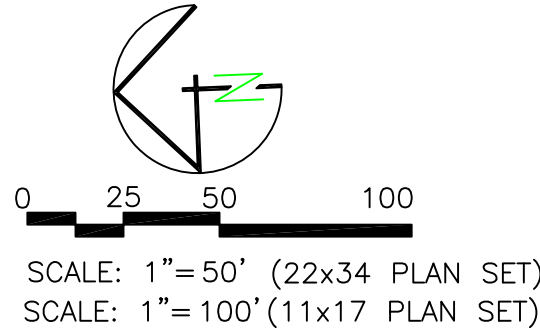
VICINITY

MEADOWS WALK A PLANNED UNIT DEVELOPMENT

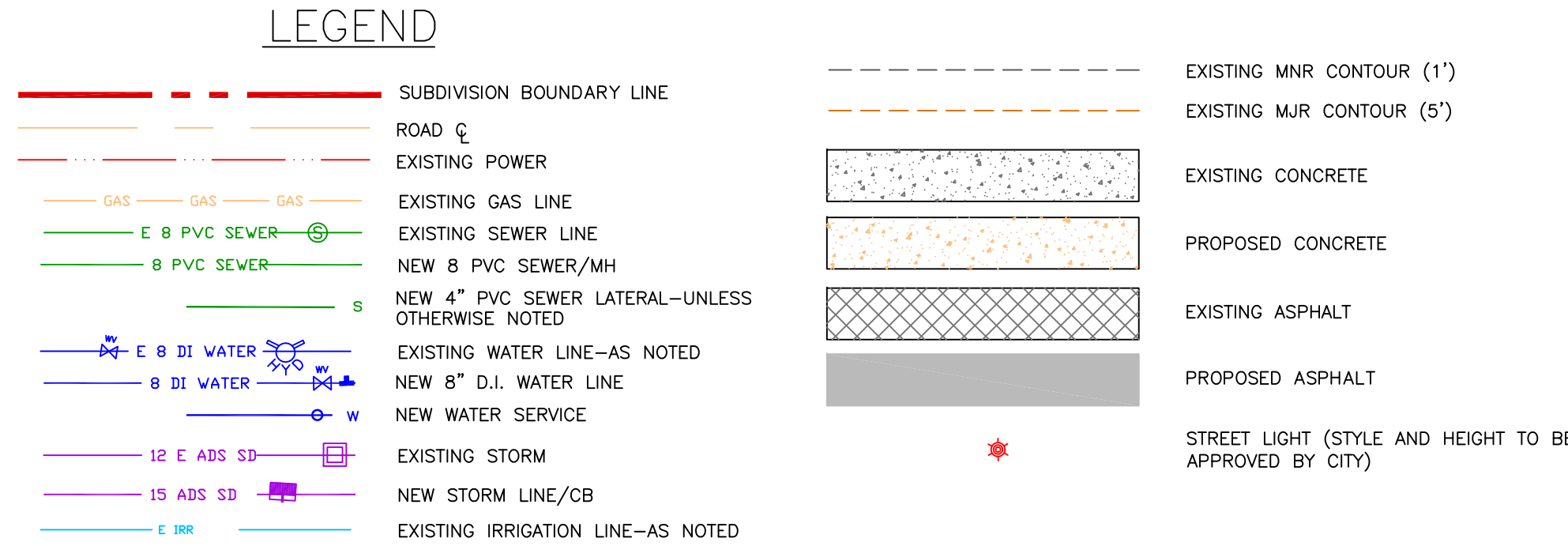
PART OF THE SOUTH HALF OF SECTION 34
TOWNSHIP 13 NORTH, RANGE 1 EAST
SALT LAKE BASELINE AND MERIDIAN
SMITHFIELD, UTAH



TYPICAL LOT DIMENSIONS 6-PLEX



SCALE: 1"=50' (22x34 PLAN SET)
SCALE: 1"=100' (11x17 PLAN SET)



NOTES:

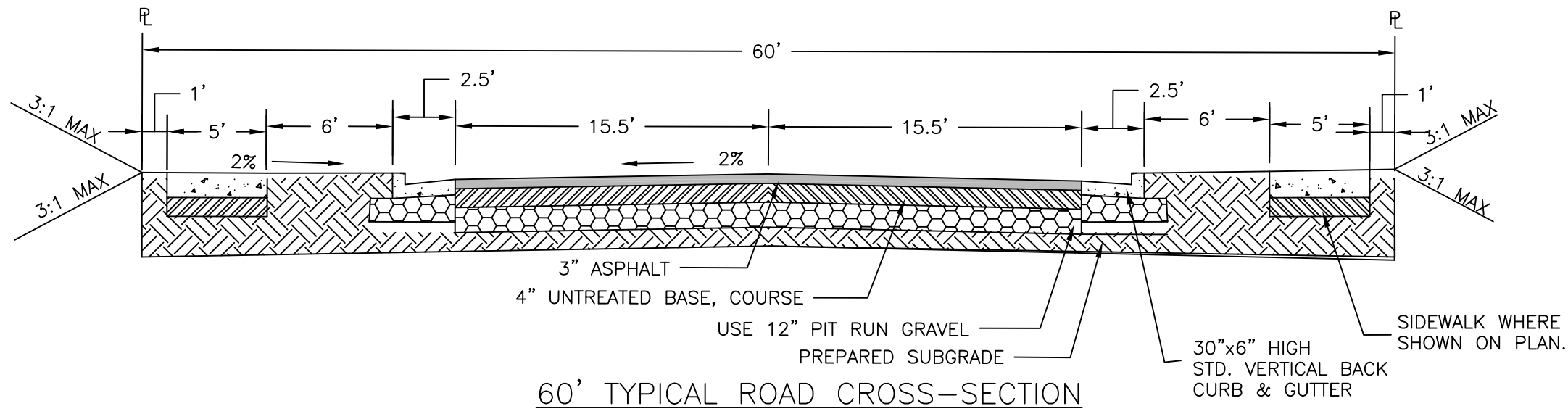
- Total Area: 8.11 acres
- Net area (revised area): 5.76 acres
Base density: 10 unit/acre=57.6
Proposed units(in revised area): 81 units (14.06 units/acre)
Bonus Density Breakdown for 41% bonus density:
10% for two car garages
10% for building materials of stucco and masonry
5% for pedestrian/bicycle trails
5% for fencing(along east side of property)
10% for amenities(pickleball, basketball, playground,pavilion)
1% for extra open space
- Total Open space: 2.93 acres (51.0%)
- EXISTING ZONE: RM WITH PUD OVERLAY
- SETBACKS:
FRONT GARAGE: 25'
FRONT RESIDENCE 20'
REAR: 20'
SIDE: 6' WITH MINIMUM 15' BETWEEN BUILDINGS
CORNER SIDE: 20'
- HOA TO MANAGE ALL COMMON AREA
- STORM WATER TO BE MANAGED BY SUMPS AND POND.
- PROJECT TO BE BUILT IN ONE PHASE
- STRUCTURES TO HAVE VISIBLE FACADE SHIFT
- ALL OPEN SPACE WILL BE COMMON SPACE, FOR USE BY THE PUBLIC

OWNERSHIP NOTE:

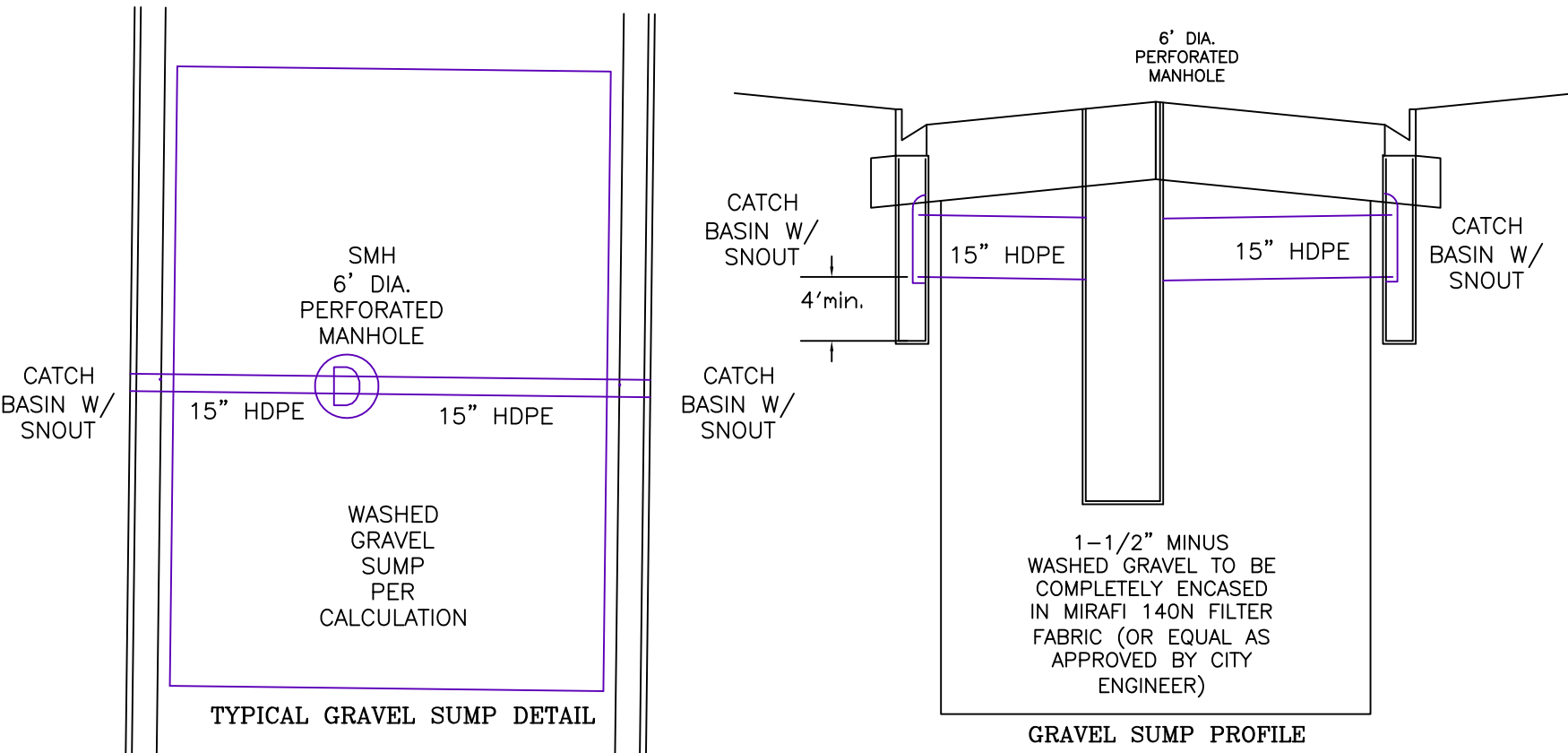
ALL STORM WATER LINES IN THE
COMMON OPEN SPACE ARE
"PRIVATE" AND WILL BE OWNED AND MAINTAINED BY THE
DEVELOPER OR HOA. WATER METERS WILL BE OWNED AND
MAINTAINED BY SMITHFIELD CITY.

CONSTRUCTION NOTES:

- WATER METERS TO BE 1" SERVICE
LINES WITH 3/4" METERS
- SEWER LATERALS TO BE 4"
SERVICE LAID AT 2% SLOPE.

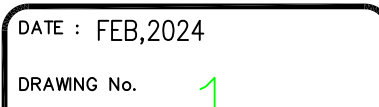
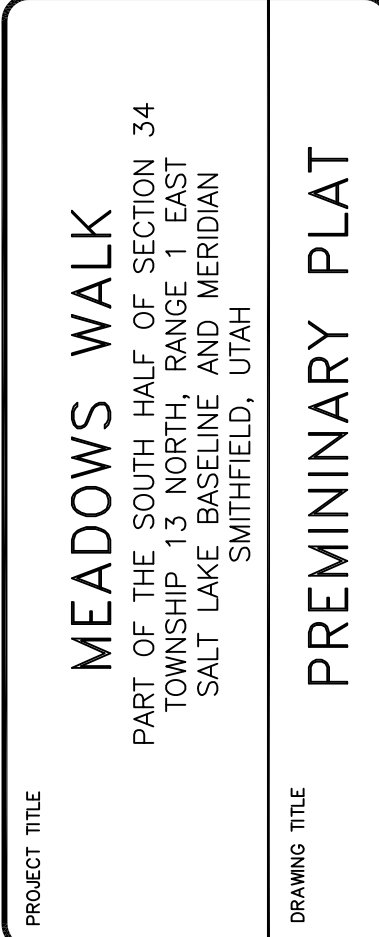
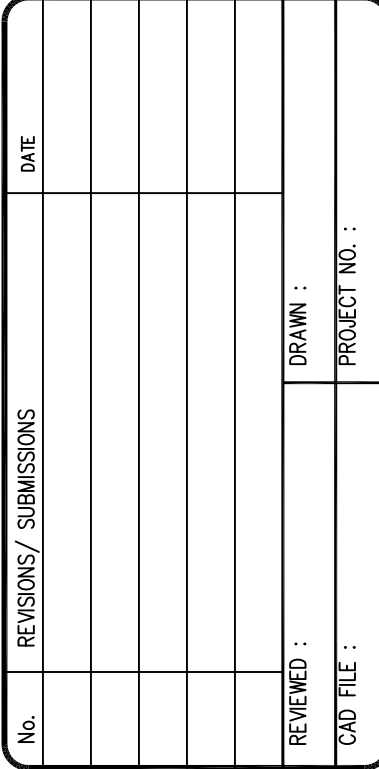
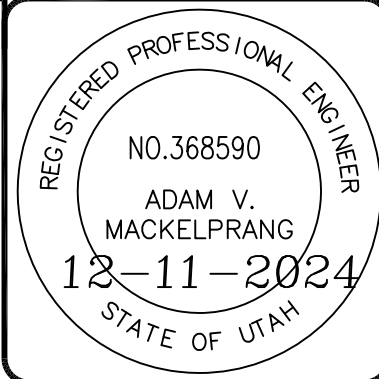
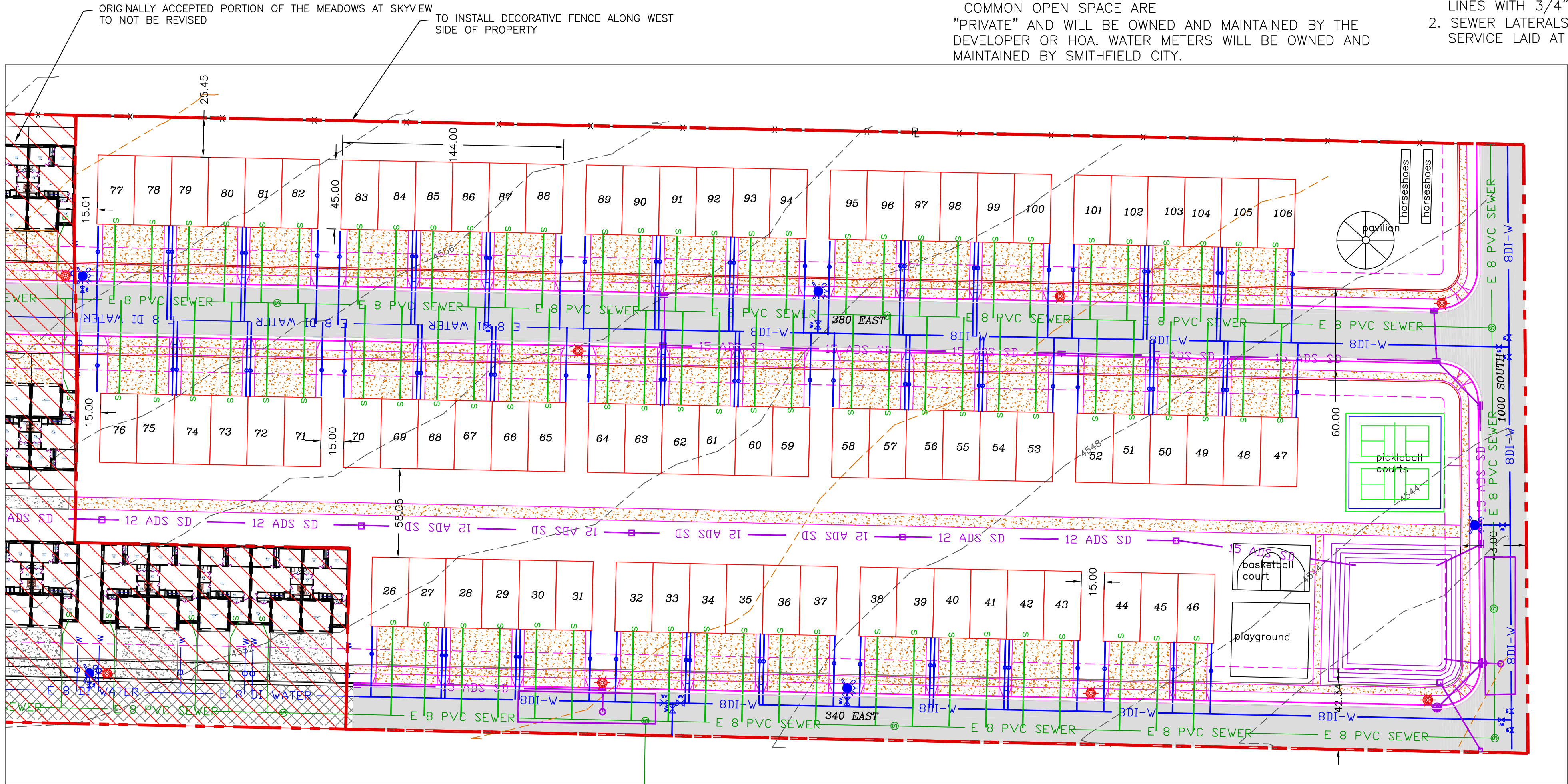


60' TYPICAL ROAD CROSS-SECTION

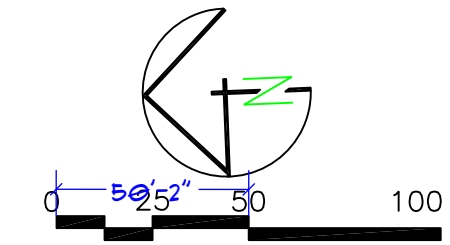


GRAVEL SUMP PROFILE

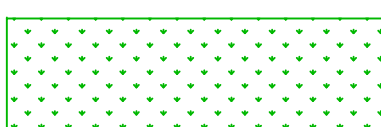
Curve Number Determination and Direct Runoff Calculations				
Basin Calculations		AREA POND EXPANSION		
Description	Area (sq ft)	Area (ac)	CN	Area*CN
Impervious Area		0	98	0
Commercial	0	0	92	0
Open Space	0	0	80	0
Residential	490485	11.25999	93	1047.178719
Mixed Use/Institutional	0	0	92	0
Pre Development	490485	11.25999	84	945.838643
Average CN		0	11.25999	93.0
Initial Abstraction		0.15	inches	
for pre dev		0.38	inches	
Watershed Storage		0.75	inches	
for pre dev		1.90	inches	
Precipitation (10 Yr)	24 hour storm	2.04	inches	precipitation
Precipitation (25 Yr)	24 hour storm	2.41	inches	
Precipitation (100 Yr)	24 hour storm	3.02	inches	
Direct Runoff (10 Yr)	24 hour storm	1.35	total runoff depth	
for pre dev (10 Yr)	24 hour storm	0.77	total runoff depth	
Direct Runoff (25 Yr)	24 hour storm	1.69	total runoff depth	
for pre dev (25 Yr)	24 hour storm	1.05	total runoff depth	
Direct Runoff (100 Yr)	24 hour storm	2.27	total runoff depth	
for pre dev (100 Yr)	24 hour storm	1.53	total runoff depth	
<u>Post Development</u>				
10-Year Direct Runoff		1.27 acre-ft		55228.52165 ft ³
25-Year Direct Runoff		1.59 acre-ft		69275.23943 ft ³
100-Year Direct Runoff		2.13 acre-ft		92913.55023 ft ³
<u>Pre Development</u>				
10-Year Direct Runoff		0.72 acre-ft		ft ³
25-Year Direct Runoff		0.98 acre-ft		42777.52323 ft ³
100-Year Direct Runoff		1.44 acre-ft		62649.67469 ft ³
<u>Required Storage</u>				
10-Year Direct Runoff				55228.52165 ft ³
25-Year Direct Runoff				26497.71621 ft ³
100-Year Direct Runoff				30263.87554 ft ³
<u>Required Permanent Retention</u>		0.5 inches		20436.675 ft ³
TOTAL STORAGE FROM PONDS AND SUMPS: 31556 CF				



PART OF THE SOUTH HALF OF SECTION 34
TOWNSHIP 13 NORTH, RANGE 1 EAST
SALT LAKE BASELINE AND MERIDIAN
SMITHFIELD, UTAH

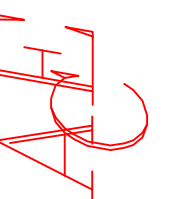


SCALE: 1"=50' (22x34 PLAN SET)
SCALE: 1"=100' (11x17 PLAN SET)

PLANT TREES	SCHEDULE CODE	BOTANICAL	COMMON	SIZE	QUANTITY
	PYR CALL	PYRUS CALLERYANA	CHANTICLEER PEAR (14)	2" CALIPER	15
	MAL BAC	MALUS BACCATA	FLOWERING CRABAPPLE (14)	2" CALIPER	15
	PIC GLA	PICEA GLAUCA	WHITE SPRUCE(4)	2" CALIPER	6
	ACER RUB	ACER RUBRUM	RED MAPLE (9)	2" CALIPER	4
	GRASS				



**ALLIANCE CONSULTING
ENGINEERS**
150 EAST 200 NORTH SUITE P
LOGAN, UTAH 84321
(435)755-5121
alliancelogan@yahoo.com

[illegible]

MEADOWS WALK
PART OF THE SOUTH HALF OF SECTION 34
TOWNSHIP 13 NORTH, RANGE 1 EAST
SALT LAKE BASIN AND MERIDIAN
SMITHFIELD, UTAH

LANDSCAPE PLAN

DATE : FEB,2024

DRAWING No.

2

RESOLUTION 2025-01

A RESOLUTION AMENDING THE FISCAL YEAR 2025 BUDGET FOR THE CITY OF SMITHFIELD, UTAH.

BE IT ORDAINED by the City Council Members of the City of Smithfield, Utah, that the Fiscal Year 2025 budget be amended to include increases/(decreases) within the General Fund and Enterprise Funds.

GENERAL FUND

Revenue	\$872,508
<u>Expenses</u>	
Youth Council	\$0
Court	0
Administrative	12,965
Election	0
Planning	0
Police	13,669
Streets	85,000
Public Works	1,099
Class "C" Roads	0
Central Dispatch	5,000
Parks	91,084
Civic Center	2,000
Celebrations	311
Senior Center	4,250
Youth Center	0
Historical Society	140
Library	5,354
Cemetery	4,500
Park Impact	150,887
Fire Dept	345,570
Recreation	11,068
Golf	33,598
Capital Improvement	106,013
Total	\$872,508

GENERAL CAPITAL IMPROVEMENT FUND

Revenue	\$119,013
Expense	\$653,099

WATER ENTERPRISE FUND

Revenue	\$391,518
Revenue - Impact Fee	\$548,122

Expense	\$103,013
Expense - Impact Fee	\$548,122

SEWER ENTERPRISE FUND

Revenue	\$18,100
Revenue - Impact Fee	\$497,603

Expense	(\$502,725)
Expense - Impact Fee	\$497,603

STORM WATER ENTERPRISE FUND

Revenue	\$0
Revenue – Impact Fees	\$337,949

Expense	\$60,928
Expense – Impact Fees	\$337,949

SOLID WASTE ENTERPRISE FUND

Revenue	\$24,462
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Expense	\$24,462
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PASSED AND APPROVED this 8th day of January, 2025.

SMITHFIELD CITY CORPORATION

Kristi Monson, Mayor

ATTEST:

Dana Lazcanotegui, City Recorder