



## 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 meeting at **6:30 P.M., Wednesday, May 7<sup>th</sup>, 2025**, 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.

#### REGULAR MEETING – 6:30 PM- Council Chambers

- CALL TO ORDER – PLEDGE OF ALLEGIANCE
- PLANNING COMMISSION CHAIR STATEMENT
- APPROVAL OF MINUTES
  - None

#### DECISION ITEMS

##### Scheduled Items:

1. Discussion and Possible Action on **CUP 2025-0402**, a conditional use permit request by Brogan Fullmer for a home occupation business to clean and detail vehicles within an attached garage. **Location:** 1118 South 1375 West (TIN: 12-718-0048). **Parcel Area:** 0.17 Acres. **Zone:** R-1-O (Residential). **Staff:** Tyson Stoddard, Planner (**Administrative Action**).

#### DISCUSSION ITEMS

1. Staff Discussion
  - Training on Special Land Use Topics
    - o Grandfathered Uses and Structures
    - o CC&Rs (Homeowner Associations)
2. Staff Communications

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

Dated this 1<sup>st</sup> day of May 2025.

/s/Tyson Stoddard, 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.

The complete public notice is posted on the Utah Public Notice Website - [www.utah.gov/pmn/](http://www.utah.gov/pmn/), the Clearfield City Website - clearfield.city, and at Clearfield City Hall, 55 South State Street, Clearfield, UT 84015. To request a copy of the public notice or for additional inquiries please contact Tyson Stoddard at Clearfield City, [tyson.stoddard@clearfieldcity.org](mailto:tyson.stoddard@clearfieldcity.org) & 801-525-2718.



# Planning Commission

## STAFF REPORT

AGENDA ITEM

#1

**TO:** Clearfield City Planning Commission

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

**MEETING DATE:** Wednesday, May 7<sup>th</sup>, 2025

**SUBJECT:** Discussion and Possible Action on **CUP 2025-0402**, a conditional use permit request by Brogan Fullmer for a home occupation business to clean and detail vehicles within an attached garage. **Location:** 1118 South 1375 West (TIN: 12-718-0048). **Parcel Area:** 0.17 Acres. **Zone:** R-1-O (Residential). **(Administrative Action).**

### RECOMMENDATION

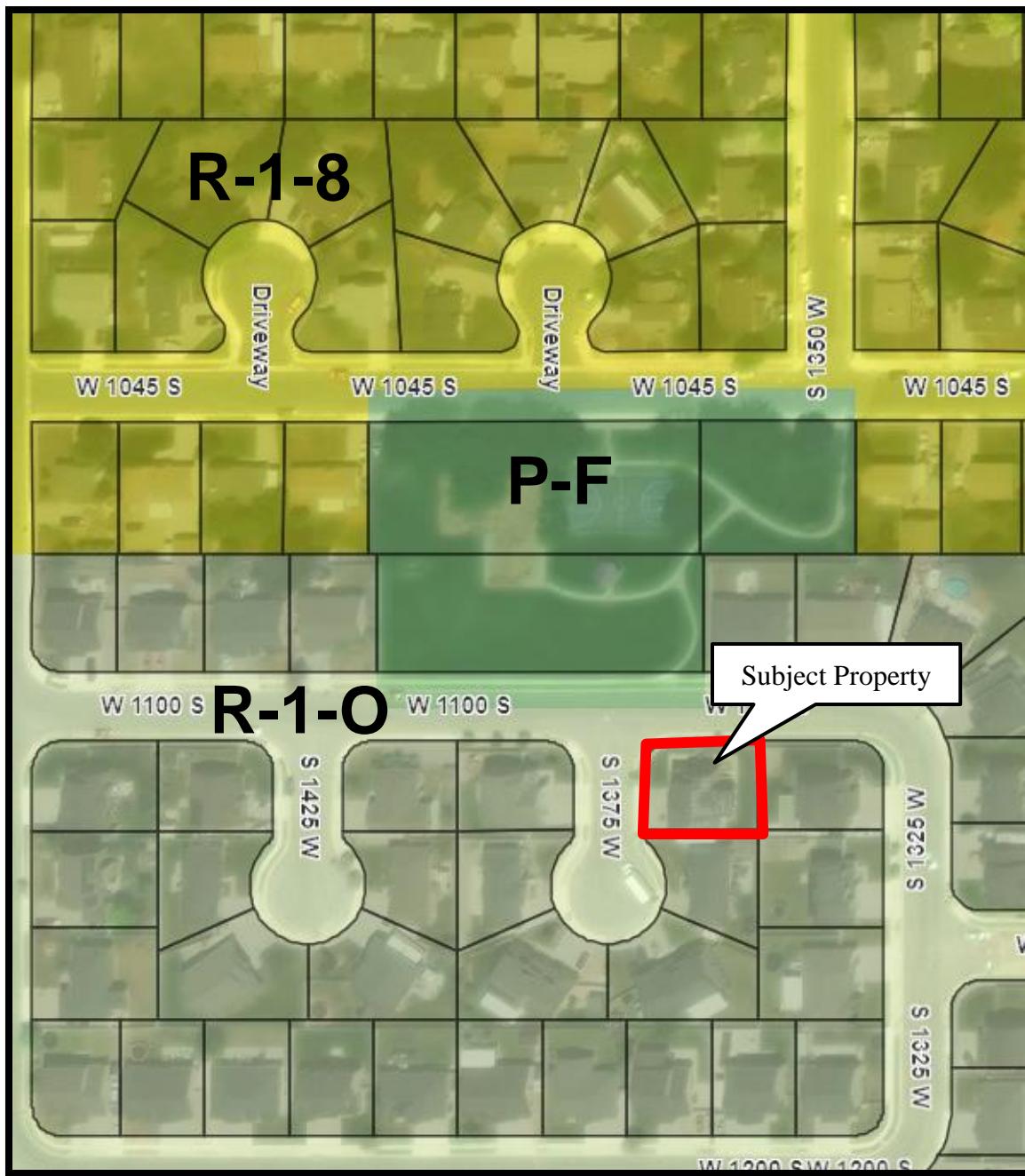
Staff recommends that the Planning Commission **approve as conditioned, CUP 2025-0402**, a conditional use permit request by Brogan Fullmer for a home occupation business to clean and detail vehicles within an attached garage at the property addressed 1118 South 1375 West (TIN: 12-718-0048). This recommendation is based on the findings and discussion in the Staff Report.

### PROJECT SUMMARY

Project Information	
Project Name	Detail Therapy
Site Location	1118 South 1375 West
Parcel ID	12-718-0048
Applicant	Brogan Fullmer
Property Owner	Brogan & Melinda Fullmer
Proposed Actions	Conditional Use Permit Approval – Home Occupation (Use of Attached Garage)
Current Zoning	R-1-O (Residential)
Parcel Area	0.17 Acres

Surrounding Properties and Uses:		Zoning District	General Plan Land Use Classification
North	Residential / Parks & Open Space	R-1-O (Residential) & P-F (Public Facilities)	Residential
East	Residential	R-1-O (Residential)	Residential
South	Residential	R-1-O (Residential)	Residential
West	Residential	R-1-O (Residential)	Residential

Aerial Image and Zoning



**BACKGROUND AND ANALYSIS**

Brogan Fullmer is seeking conditional use permit approval to conduct a home occupation business out of an attached garage at the subject property. The proposed business is for the cleaning and detailing of vehicles. The property is located in an R-1-O (Residential) neighborhood that is located across the street from Jacobsen Park. The property has a lot area of 0.17 acres and contains a single-family dwelling.

Home occupations are permitted in all residential zones and subject to standards outlined in Chapter 11-16 of the Clearfield City Code. Typically, a home occupation is conducted wholly within the primary structure of the premises. When the use of a garage or accessory structure is proposed as part of a home occupation, conditional use permit approval is required.

The purpose of a conditional use permit is to allow for a land use that— because of its unique characteristics or potential impact on the municipality, surrounding neighbors, or adjacent land uses— may be compatible as long as certain conditions are met to mitigate or eliminate any detrimental impacts.

Section 11-16-3 of the Home Occupation ordinance gives general regulations that all home occupations shall comply with. One of the regulations states that the home occupation shall not alter the residential character of the neighborhood in which it is located. Given the specific nature of cleaning and detailing vehicles, staff has included conditions of approval to address hours of operation, parking, noise, and storage. The home occupation code standards together with the recommended conditions are intended to prevent the changing of the residential character of the neighborhood and to mitigate any adverse impacts to the area.

#### **Public Comment**

Public notice was placed on the property on May 2<sup>nd</sup>, 2025. Staff have not received any public comment as of the writing of this report.

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

The plans were shared for review by the Planning Division and Building Division. They had no concerns with the home occupation.

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#### **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.

<b>REVIEW CONSIDERATION</b>		<b>Staff Analysis</b>
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>	With conditions, 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 well-being of the community and neighborhood;</i>	With conditions, the proposed use will contribute to the general well-being of the community.

3)	<p><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></p>	<p>With conditions, the use will not be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity.</p>
4)	<p><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></p>	<p>The proposed conditions are based upon ordinance standards.</p>

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#### CONDITIONS OF APPROVAL

*The following 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) The cleaning and detailing operations shall take place wholly within the garage and not in the driveway or public street.
- 2) No more than one (1) nonresident may be employed on the premises, at any time.
- 3) The home occupation shall not physically change the dwelling to the extent that it would alter the residential character of the neighborhood in which it is located.
- 4) The use shall not unreasonably disturb the peace and quiet of the neighborhood by reason of signage, color, design, materials, construction, lighting, sound, noises, or vibrations.
- 5) Storage of material shall be entirely within an enclosed structure.
- 6) The home occupation shall not generate vehicular traffic significantly in excess of that which is normally generated by a residential use.
- 7) All vehicles of customers or residents that are on the subject property shall be parked on authorized and properly surfaced portions of the lot.
- 8) The home occupation shall not be associated with noise, dust, odors, noxious fumes, glare, or other hazards to safety and health, which are emitted and may be discernable beyond the premises. The home occupation shall not create a hazard by using or storing flammable, explosive, or other dangerous materials in quantities that exceed those which may normally be found in a residence.
- 9) To protect the residential character of the neighborhood, the business shall operate only between the hours of 8:00 a.m. and 8:00 p.m.
- 10) The applicant shall obtain a Clearfield City business license.

**ATTACHMENTS**

1. Floor Plan

# Detail Therapy – Floor Plan

