CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
September 02, 2025 - WORK SESSION

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

55 South State Street
Third Floor
Clearfield, Utah

6:00 P.M. WORK SESSION

Fourth of July Recap

Discussion of the Proclamation to Designate Clearfield as a JustServe City

Discussion on Detached Accessory Dwellings

Discussion of the Communication Department's FY26 Council Initiatives

*****ADJOURN THE CITY COUNCIL WORK SESSION*****

Posted August 28, 2025.

/s/Chersty Titensor, Deputy City Recorder

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

The complete public notice is posted on the Utah Public Notice Website - 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 Nancy R. Dean at Clearfield City, nancy.dean@clearfieldcity.org & 801-525-2714

STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Curtis Dickson, Deputy Community Services Director

MEETING DATE: September 2, 2025

SUBJECT: Fourth of July Recap

RECOMMENDED ACTION

Review the 2025 Fourth of July events and take feedback and suggestions for the 2026 Fourth of July and America 250 Celebration.

DESCRIPTION / BACKGROUND

Every staff reviews the Fourth of July events with City Council to gain their perspective and insights to how each of the events went. This is a discussion to help staff evaluate how the events are structured and any suggestions on improvement, and or changes for the upcoming year's celebration in 2026.

CORRESPONDING POLICY PRIORITIES

- Improving Clearfield's Image, Livability, and Economy

The City's Fourth of July Celebration is the marquee celebration of the year. The events are designed to bring the community together as we celebrate our nations founding.

FISCAL IMPACT

Fiscal impact will depend on the Council's feedback and their desire start, stop or adjust events associated with the City's annual Fourth of July Celebation

LIST OF ATTACHMENTS

- Recap
- America250 Utah

CLEARFIELD CITY

FOURTH OF JULY RECAP

SEARCH THE CITY

June 23-29

- Attendees: 229
- Staff: 3
- In-Kind Donations: $1,600
- Cost: $1,241

IDK CONCERT

June 28

- Attendees: ~500
- Staff: 1
- Volunteers: 15
- Cost: $100

MOVIE IN THE PARK

June 28

- Jumanji: Welcome to the Jungle
- Attendees: ~500
- Staff: 14
- Volunteers: 3
- Cost: $1,589

PAINT THE BRIDGE

June 30

- Attendees: ~1,000
- Staff: 20
- Volunteers: 10
- Cost: $7,198

PATRIOTIC CONCERT

July 2

- Attendees: ~375
- Staff: 7
- Volunteers: 3
- Cost: $150

POOL BASH

July 3

- Attendees: ~400
- Staff: 22
- Volunteers: 5
- Cost: $143

CLEARFIELD CITY

FOURTH OF JULY RECAP

FREEDOM RUN 5K/1MILE

July 4

- Attendees: 339
- Staff: 25
- Volunteers: 5
- Cost: $5,416
- Revenue: $5,215

HOMETOWN PARADE

July 4

- Attendees: Plethora
- Staff: 60
- Volunteers: 14
- Cost: $5,000

FREEDOM FESTIVAL

July 4

- Entertainment:
  - 2 Bands
  - 5 Inflatables
  - 15 Food Vendors
  - Fireworks

FREEDOM FESTIVAL

July 4

- VIP Experience/Dinner
- Attendees: Plethora[3]
- Staff: 60
- Cost: $92,000
- Memories: Lifelong

MISC. INFO

- Participants: ~375
- Staff Hours: ~1,289
- Volunteer Hours: ~346
- Social Media Reach: 144,219
- Paid Ads Reach: 103,407

Utah’s Invitation

The semi-quincentennial anniversary of the Declaration of Independence offers us an opportunity to reflect on how far we have come as a country and consider the ongoing work of democracy. America250 Utah will commemorate the anniversary with wide-ranging activities, beginning in 2025 and culminating in 2026. www.america250.utah.gov

Available Programs

500 for Our future: Teacher Professional Development

Over the next two years, America250 Utah is partnering with Utah Valley University's Center for Constitutional Studies and others to reach 500 K–12 teachers with professional training and resources for civics education. They provide professional development training related to the Declaration of Independence and the American political tradition, including training on the "We The People" program. The curriculum has a 50-year track record of success and covers the history and principles of constitutional democracy in the United States. Numerous reports indicate that alumni are better informed and have higher rates of civic knowledge and attitudes. Professional development opportunities for Utah teachers are held throughout the year.

Email Pam Su’a at pams@uvu.edu, to learn more about the next training opportunity.

The Pen is Mightier: Writing a Revolution

The full exhibit of The Pen is Mightier: Writing a Revolution will be on display on the 4th floor of the Utah State Capitol from January - December 2026. A unique highlight of the full exhibition includes a 1776 copy of Common Sense courtesy of the Special Collections at the J. Willard Marriott Library at the University of Utah, opens in a new tab

Traveling to Utah's 29 Counties

September 2025 - December 2026

In partnership with the Utah Division of Arts & Museums Traveling Exhibitions Program, some 26 panels will be displayed in participating county locations including museums, community galleries, arts and cultural centers, schools, and libraries.

AMERICA 250 | UTAH

Walk 250 Utah Challenge

Walk250 Utah challenges every Utahn to complete 250 miles of outdoor exercise between July 2025 to July 2026 to honor our nation's 250th anniversary.

The power of Utah's landscapes offers a powerful lens through which we can view the past, be a jumping off point for adventure, and foster learning about mountains, deserts, and waterways we call home. We hope that through celebrating the outdoors Utahns can take time to examine our natural environments and use it to find connections to each other and our country's history.

All Walk250 Utah participants who complete the 250-mile challenge will receive quarterly email updates, a printable commemorative certificate, and have the opportunity to win prizes for completing the challenge.

Service

Get Involved in Your Community!!

You have the power to shape the future — in your neighborhood, your school, your community. Service is where change begins. It starts with showing up, helping out, and connecting with others. When we serve side by side, we discover purpose, community, and a shared investment in something bigger than ourselves.

Whether you join a clean-up crew, mentor a student, or mow your neighbor's lawn, you are part of continuing the legacy of America's founding ideals and our responsibility to one another. There are many ways to serve.

America's Potluck: July 5, 2026

America's Potluck is an opportunity for neighbors to join with one another to share a fun, communal meal, creating a sense of connection and belonging and fostering interactions among people from all walks of life.

Speaker Series: Distinguished Speaker Series

While Utahns and Americans live across various geographies, cultures, and circumstances, we share a narrative and a commitment to make progress toward a "more perfect union." By exploring shared themes of America's world-changing propositions of liberty, freedom, cooperation, and innovation we can build bridges among people of different backgrounds and political beliefs. Historians, influencers, and innovators are presented in partnership with Utah's institutions of higher education and will be streamed via PBS Utah.

STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Spencer W. Brimley, Assistant City Manager

MEETING DATE: September 2, 2025

SUBJECT: Discussion to designate Clearfield as a JustServe City

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RECOMMENDED ACTION

Discussion for the acceptance of the proclamation to designate Clearfield as a JustServe City and set a date for consideration of the proclamation.

DESCRIPTION / BACKGROUND

JustServe is a free volunteer-matching platform that connects residents with local service opportunities across nonprofits, faith groups, schools, and municipalities. The "JustServe City" program recognizes municipalities that publicly commit to volunteerism and use the platform to help residents engage in service. Cities may also pursue "Global JustServe City" recognition for sustained activity and civic engagement through service opportunities.

There is value in the JustServe City program for the City and the community. The stated purposes of the JustServe City program are:

- Brings people together, working to build united and harmonious communities.
- Helps nurture a culture of service in the lives of individuals, families, and groups.
- Increases understanding and the desire to help and do good for others.
- Is free to individual of all ages, persuasions, societies, and faiths.

HEDGEHOG ANALYSIS

None was conducted

CORRESPONDING POLICY PRIORITY (OR PRIORITIES)

- Providing quality municipal services
- Improving Clearfield's Image, Livability and Economy
- Maintaining a highly-motivated and well-trained workforce

FISCAL IMPACT

Fees: None. JustServe is explicitly described as free for municipalities, organizations, and volunteers; hosting, updates, and admin training/support are provided by JustServe.

City staff time (primary cost):

- Drafting/adopting a City Volunteerism Proclamation and submitting it.
- Designating a staff liaison (or team) to post projects and respond to volunteers.
- Light, ongoing communications (web, social, newsletter) to point residents to JustServe.

Potential incidental costs: Printing/displaying the proclamation, minor recognition materials for local awardees (templates and some materials are provided by JustServe).

ALTERNATIVES

The Council can choose to make the proclamation and join other Utah cities. The Council can also choose not to make the proclamation to be a JustServe City.

Currently Eric Howes, Community Services Director, is the point of contact (POC) to participate with the City, that may be posted on JustServe.org. The site designates him as the POC for anyone with questions for city sponsored projects or events.

SCHEDULE / TIME CONSTRAINTS

No current time constraints for this proclamation.

LIST OF ATTACHMENTS

- None

PROCLAMATION

COMMITMENT TO VOLUNTEERISM IN CLEARFIELD CITY

WHEREAS, we firmly believe that the values of compassion, empathy, and community support are the foundation of a united harmonious society and fosters connections that transcend differences; and

WHEREAS, the strength and prosperity of our cities, towns, and villages are based in the selflessness of its residents to serve and uplift one another; and

WHEREAS, we acknowledge the profound impact that can be achieved when we extend a helping hand to our neighbors, especially those of diverse backgrounds and lifting them up and collectively working to improve lives; and

WHEREAS, we nurture a culture of giving within our cities, emphasizing that volunteerism is not just a duty but a source of personal fulfillment and community strength; and as we work side by side with and learn from each other, mutual understanding increases, misconceptions can be corrected, and new friendships are built; and

WHEREAS, we urge all citizens to care for one another, volunteer, and engage in acts of service and kindness that contribute to our city's betterment and its inhabitants' well-being, regardless of background or belief; and

WHEREAS, the Clearfield City has joined a growing list of supporters, including the President of the National League of Cities and hundreds of leaders to date, in making a commitment to volunteerism;

NOW, THEREFORE, BE IT PROCLAIMED I, Mark R. Shepherd, Mayor of Clearfield City, that the City of Clearfield commits to promoting volunteerism, leveraging JustServe.org to make it easier for residents to find and engage in volunteer opportunities and will regularly acknowledge and celebrate the contributions of volunteers.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the of the City of Clearfield to be affixed on the 9th day of September, 2025

CLEARFIELD CITY CORPORATION

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Mark R. Shepherd, Clearfield City Mayor

STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Tyson Stoddard, Associate Planner

MEETING DATE: September 2, 2025

SUBJECT: Discussion on Detached Accessory Dwellings

RECOMMENDED ACTION

Provide discussion, feedback, and direction on proposed Accessory Dwelling Unit regulations.

DESCRIPTION / BACKGROUND

In September of 2021, Clearfield City adopted an Internal Accessory Dwelling Unit (IADU) ordinance to allow attached accessory dwelling units. This ordinance was specifically for accessory units that would be within the structure of single-family dwellings, on lot sizes of at least 6,000 square feet.

One of the strategies identified in the City's Moderate Income Housing Plan (MIHP) is to allow for and reduce regulations related to internal or detached accessory dwelling units in residential zones. With that strategy in mind, the City Council discussed detached accessory dwelling units during a work session in September of 2024 and reviewed sample ordinances from other cities such as Syracuse, Layton, and Murray. The direction provided by the Council was for staff to prepare a draft ordinance for detached accessory units that could be discussed at a later date.

Analysis

With the high demand and low supply of housing witnessed in the region over the past few years, many cities have adopted ordinances allowing accessory dwelling units (ADUs). This type of housing can provide more affordable housing options and may appeal to residents who don't need as much space. It can also provide flexibility to homeowners who may gain income through rent while offering housing.

Impact Fees & Utility Connections

As small dwellings that exist on the same property as a single-family residence, ADUs make use of the existing infrastructure and utilities already in place. Utah State Code (11-36a-201) does not allow impact fees for internal accessory dwelling units, within existing primary dwellings. Of the various cities that allow detached accessory dwelling units, research indicates that most do not charge impact fees for the development of those units.

Clearfield's existing IADU ordinance requires that single-family dwellings with an accessory unit only have one (1) meter for each water, gas, and electricity utility. The requirement for one utility connection supports that the additional unit is accessory to the primary dwelling. Research indicates that most cities require that detached ADU's are serviced by the same utility connections as the primary dwelling. Farmington City is an example of a city that may require separate utility connections in some instances, due to their unique ADU ordinance that allows for subdivision and separate ownership.

Draft Ordinance
Staff has taken the existing IADU Ordinance as found in Title 11, Chapter 19 of Clearfield City Code and is proposing amendments to allow detached accessory units, with appropriate development standards. With the prospect of detached accessory units, standards related to size, height, and setback distances are considered. These standards are provided in a draft of the proposed ordinance that is included as an attachment to this report.

CORRESPONDING POLICY PRIORITIES

- Providing Quality Municipal Services
- Improving Clearfield's Image, Livability, and Economy

A key tenet of Providing Quality Municipal Services is continuous improvement through innovation. Continued dialogue about the City's regulations and evaluation of potential changes supports this policy priority to be open to innovation. The allowance of ADUs in a community has an impact on the City's image, can impact livability, and support the local economy. Livability can be enhanced by providing ADUs with appropriate regulation to maintain the single-family character of longstanding neighborhoods. Providing additional housing options in Clearfield can support the local economy by allowing property owners flexibility and potential rental income, while providing more affordable housing options within single-family neighborhoods for Clearfield residents that may be interested in a small accessory unit.

HEDGEHOG SCORE

Not considered

FISCAL IMPACT

Minimal fiscal impact anticipated.

ALTERNATIVES

Staff welcomes the discussion of alternatives not addressed in this report or the attached draft regulations.

SCHEDULE / TIME CONSTRAINTS

There are no specific time constraints for the adoption of a detached accessory dwelling unit ordinance. Following discussion, Staff can make any identified changes to the draft ordinance and schedule the ordinance to be presented to the Planning Commission for a recommendation to the City Council.

LIST OF ATTACHMENTS

- Draft ADU Ordinance Amendments

DRAFT ADU ORDINANCE AMENDMENTS

CHAPTER 19
~~INTERNAL~~ ACCESSORY DWELLING UNITS

11-19-1: PURPOSE AND INTENT:

The ~~Internal~~ Accessory Dwelling Unit (~~I~~ADU) ordinance is established to provide areas for the encouragement and promotion of an environment for family life by providing for the establishment of an accessory unit in conjunction with single-family detached dwellings on individual lots. This ordinance is hereby established to promote the use of accessory units; to provide flexibility for the changes in household size associated with life cycle; to offer financial security for home buyers; and to offer security against problems associated with frailty in old age. These provisions are also intended to provide for affordable housing with reasonable limitations to minimize the impact on neighboring properties and neighborhoods, and to promote the health, safety, and welfare of the property owners and residents of accessory dwelling units. (Ord. 2021-14, 9-28-2021)

11-19-2: DEFINITION OF ACCESSORY DWELLING UNIT:

A subordinate dwelling, which has its own kitchen, living/sleeping area, and full bathroom, including, sink, toilet shower/bath which ~~is~~ may be within or attached to a single-family residential building~~.~~, or detached from a single-family residential building. (Ord. 2021-14, 9-28-2021)

11-19-3: OWNER OCCUPIED:

For the purpose of this section, the term “owner occupied” shall be defined as fulltime residency ~~within the home~~ at the property by the bona fide property owner(s) as shown on the Davis County tax assessment rolls. No accessory dwelling units shall be created, established, or occupied ~~in a single-family dwelling~~ unless the owner of the property lives on the property within either the principal dwelling or accessory dwelling unit. (Ord. 2021-14, 9-28-2021)

11-19-4: DWELLING UNIT OCCUPANCY:

The occupants of an accessory dwelling unit shall be limited by one of the following family categories:

A. One person living alone; or

B. Two (2) related or unrelated adults and their children.

C. Any of the above categories plus a temporary guest. A "temporary guest" is defined as a person who stays with a family for a period of less than thirty (30) days within any rolling one-year period and does not utilize the dwelling as a legal address for any purpose. (Ord. 2021-14, 9-28-2021)

11-19-5: ZONES:

An accessory dwelling which meets ordinance requirements may be allowed ~~in a single-family dwelling unit~~ within all single-family and agricultural zones on lots ~~greater than~~ 6,000 square feet and larger. No accessory dwelling unit may be allowed in any multi-family dwelling or zone. (Ord. 2021-14, 9-28-2021)

11-19-6: NUMBER OF ACCESSORY DWELLING UNITS:

A maximum of one accessory dwelling unit shall be allowed ~~in each owner-occupied single-family dwelling~~ per lot. (Ord. 2021-14, 9-28-2021)

11-19-7: ADDRESS:

The principal dwelling unit and the accessory dwelling unit shall have the same address number but shall refer to the accessory dwelling unit as unit B. Addresses must be located in a visible location on the street frontage side of the home. (Ord. 2021-14, 9-28-2021)

11-19-8: SEPARATE LIVING AREAS:

An accessory dwelling unit must provide living areas for eating, sleeping and full bathroom, including, sink, toilet shower/bath, separate from the principal dwelling unit. (Ord. 2021-14, 9-28-2021)

11-19-9: FIRE, BUILDING, AND HEALTH CODES:

An ~~I~~ADU shall comply with all building construction and fire codes in effect at the time the ~~I~~ADU is constructed, created or subsequently remodeled, including the obtaining of required building and other permits. (Ord. 2021-14, 9-28-2021)

11-19-10: UTILITY METERS:

A single-family dwelling with an accessory dwelling shall have one (1) meter for each water, gas, and electricity utility service, and each meter shall be in the property owner's name. (Ord. 2021-14, 9-28-2021)

11-19-11: NOT INTENDED FOR SALE:

Accessory dwelling units shall not be sold separately nor subdivided from the primary dwelling unit or lot. (Ord. 2021-14, 9-28-2021)

11-19-12: ACCESSORY DWELLING UNIT REGISTRATION / BUSINESS LICENSE:

Any person owning an existing accessory dwelling unit that has not previously been permitted by the city, or any person constructing or causing the construction of a residence that has an accessory dwelling unit, or any person remodeling or causing the remodeling of a residence for an accessory dwelling unit, shall register the accessory dwelling unit with the Community Development Department. If the accessory dwelling unit is a rental unit a business license is also required. This shall be in addition to a building permit for the work to be performed. In order to meet the requirements of the registration, the applicant shall:

A. Submit a fee as identified in the Consolidated Fee Schedule with a completed registration form/application including a site plan that shows property lines and dimensions, the location of existing buildings and building entrances, dimensions from buildings or additions to property lines, the location of parking stalls, and utility meter.

B. Include detailed floor plans with labels on rooms indicating uses or proposed uses.

C. Pay building permit fees, if applicable, for ~~the~~ construction and/or remodeling ~~of an existing dwelling~~, in accordance with the established fees and charges.

D. Make all corrections identified as necessary to comply with building code requirements, as identified by the chief building official or ~~his~~ designee and provide photos of the life safety items required by building code, including carbon monoxide detectors, smoke detectors, and earthquake strapping on water heaters.

~~E. Failure To Complete and Obtain a Land Use Permit: If the property owner does not obtain a land use permit as outlined this chapter, the IADU shall not be considered legal or approved. Failure to obtain a land use permit for an existing dwelling unit within two (2) years of this section may result in a citation for a code violation as governed by Title 1-16. "Code Enforcement," of this Code.~~

~~F~~E. Failure to complete registration of ~~I~~ADU: If the property owner does not complete the registration as outlined above, the accessory dwelling unit shall not be considered legal or approved. Failure to complete the registration of an existing accessory dwelling unit may result in a fine, which may result in a lien on the property. After the fine is assessed, the building official or ~~his~~ designee shall determine an appropriate deadline for compliance. An additional fine may be assessed for each deadline that is not met. (Ord. 2021-14, 9-28-2021)

11-19-13: HOME OCCUPATION BUSINESSES:

Home occupation businesses which may be approved in an accessory dwelling unit shall be restricted to a home office use which creates no customer traffic. No home occupation business shall be established within an accessory dwelling unit without the express written permission of the property owner, and approval from the City Business license official. (Ord. 2021-14, 9-28-2021)

11-19-14: DEVELOPMENT STANDARDS:

For Internal Accessory Dwelling Units (IADU's):

~~A. Size: The total area of the IADU shall be fifty percent (50%) or less of the total square footage of the primary residence and be located within the footprint of the home.~~

~~B~~A. Appearance: The architectural design, color pallet, and materials for an IADU shall be similar to the primary dwelling unit. The use of portable storage containers in the creation or construction of IADU's is prohibited.

~~C~~B. Location: IADUs shall meet the same setbacks as required for the primary residence in the zone.

1. IADUs and the primary dwelling must be on the same parcel and may not be subdivided.

2. Accessory dwelling units may be allowed as long as the zoning requirements for properties in a single-family neighborhood are met. The IADU shall not be within the building front, rear, or side yard setbacks for the zoning district in which the dwelling lot is located. In addition, the following standards apply:

3. Attached accessory dwelling units are allowed:

a. Over an attached garage, provided the accessory unit does not otherwise disrupt required covered parking.

b. Inside the primary residential dwelling through an internal conversion of the housing unit as an addition or in the basement.

c. By an addition to the house, containing an internal connection between dwelling units provided that the addition will not alter the single-family character of the building.

~~D~~C. Building Entrances: An accessory dwelling unit shall have a separate entrance located on any side or rear of the single-family home or at the front of the home if it is below grade and maintains the characteristics of a single-family home. The purpose of this requirement is to preserve the single-family residential appearance of the building.

~~E. Parking: A single-family dwelling with an accessory dwelling unit shall provide at least one (1) additional off-street parking space for the IADU. In no case shall the number of off-street parking spaces be less than the number of vehicles being maintained on the premises. This shall include covered parking, garages and tandem parking in driveways. Tandem parking within a driveway is allowed to meet the parking requirement. No parking~~ spaces may be located within the front or side yard setbacks adjacent to a street, except for within an approved driveway. At a minimum, all parking areas and driveways shall be paved with concrete, asphalt, masonry, or concrete pavers. Permitted accessory parking standards must meet minimum parking requirements. No accessory dwelling may be allowed on any lot that cannot satisfy the parking requirements. (Ord. 2021-14, 9-28-2021)

For Detached Accessory Dwelling Units:

A. Appearance: The architectural design, color pallet, and materials for an ADU shall be similar to the primary dwelling unit. The use of storage containers for accessory units is prohibited. The use of portable storage containers in the creation or construction of ADU's is prohibited.

B. Location: Detached accessory units shall be located in the rear yard of the primary dwelling.

C. Height: Not to exceed 25 feet or the height of the primary dwelling, whichever is less.

D. Setbacks: Detached accessory units shall maintain the following setbacks.

    1. Rear: 10 feet if single-story, 20 feet if two-story

    2. Side: 10 feet

    3. Corner Side: 20 feet on the side adjacent to a street

    4. Distance from Primary Dwelling: 10 feet

E. Size: Detached accessory units shall comply with the following total floor area requirements.

    1. No greater than 50% of the total floor area of the primary dwelling

    2. Minimum: 250 square feet

    3. Maximum: 1000 square feet

F. Lot Coverage: Detached accessory units shall comply with the following lot coverage requirements. Coverage calculation is for all buildings and structures,

both main and accessory, and shall not exceed the listed percentages based on lot size.

1. Lot Size of 43,560 square feet and larger: 20%
2. Lot Size of 43,559 to 15,000 square feet: 30%
3. Lot Size of 14,999 to 6,000 square feet: 40%

11-19-15: PARKING:

A single-family dwelling with an accessory dwelling unit shall provide at least one (1) additional off-street parking space for the ADU. In no case shall the number of off-street parking spaces be less than the number of vehicles being maintained on the premises. This shall include covered parking, garages and tandem parking in driveways. Tandem parking within a driveway is allowed to meet the parking requirement. No parking spaces may be located within the front or side yard setbacks adjacent to a street, except for within an approved driveway. At a minimum, all parking areas and driveways shall be paved with concrete, asphalt, masonry, or concrete pavers. Permitted accessory parking standards must meet minimum parking requirements. No accessory dwelling may be allowed on any lot that cannot satisfy the parking requirements. (Ord. 2021-14, 9-28-2021)

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STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Shaundra Rushton, Communications Manager

MEETING DATE: September 2, 2025

SUBJECT: Communication's FY26 Council Initiatives

RECOMMENDED ACTION

Select Communication's four council initiatives and clarify questions.

DESCRIPTION / BACKGROUND

The Communication Department has up to four council initiatives to focus on each year on top of their day-to-day responsibilities. These initiatives have a combined $15,000 from the communications budget, a potential of $50,000 from the council budget, and 5 hours per week (195 hours) of allotted staff time.

City Council selected three previous initiatives at the start of FY25. Those three initiatives were:
1. Jet statues
2. Murals
3. Glow Party

Communications is now seeking council's direction on the next four initiatives in FY26, as well as clarifying how Communication's four initiatives will interact with the $50,000 from the council budget.

CORRESPONDING POLICY PRIORITIES

- Improving Clearfield's Image, Livability, and Economy

HEDGEHOG SCORE

FISCAL IMPACT

The initiatives have a combined $15,000 from the communications budget and a potential of $50,000 from the council budget.

ALTERNATIVES

SCHEDULE / TIME CONSTRAINTS

The initiatives are selected on a yearly basis at the start of each fiscal year.

LIST OF ATTACHMENTS

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