

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 PM WORK MEETING
October 14, 2025

City Building
55 South State Street
Clearfield City, Utah

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PRESIDING: Mayor Mark Shepherd

PRESENT: Mayor Mark Shepherd, Councilmember Karece Thompson, Councilmember Nike Peterson, Councilmember Tim Roper, Councilmember Megan Ratchford, Councilmember Dakota Wurth

STAFF PRESENT: City Manager JJ Allen, Assistant City Manager Spencer Brimley, City Attorney Stuart Williams, Police Chief Kelly Bennett, Public Works Director Adam Favero, Finance Manager Rich Knapp, Community Development Director Stacy Millgate, Building Official Beth Dean, Planner Tyson Stoddard, Community Relations Director Shaundra Rushton, City Recorder Nancy Dean

VISITORS: Tony Thompson

Mayor Shepherd called the meeting to order at 6:00 p.m.

DISCUSSION ON THE CONSIDERATION OF THE ABATEMENT OF THREE NON-COMPLIANT PROPERTIES

Stacy Millgate, Community Development Director, discussed ongoing abatement efforts within the city. Ms. Millgate reviewed three properties that had persistent compliance issues and explained the process being implemented under recently approved abatement orders.

First Property (Villa Drive): Ms. Millgate reported multiple violations since 2020, including junk accumulation, vehicles, and weeds. The property had received eight Requests for Compliance (RFCs), two of which were resolved, leaving six defaults recorded with the county. An abatement order was signed on September 22, 2025, authorizing city staff to remove junk and vegetation at the owner's expense. The Council discussed towing concerns and disposal logistics. Beth Dean, the Acting Building Official, confirmed that a second quote for cleanup services was expected later in the week.

Second Property (750 North): Ms. Millgate presented images of another residence with junk and debris, inoperable vehicles, and porch clutter. Despite some progress by the property owner, five default RFCs remained. A hand-delivered compliance notice, signed by the Administrative Law Judge on October 9, 2025, authorized abatement should the property remain out of compliance. The City Attorney confirmed the abatement order would remain active for 12 months, allowing

follow-up abatements if new violations arose without requiring additional court orders.

Third Property (300 North): This property, zoned A-1 but smaller than the required half-acre minimum, housed approximately 15 chickens and goats. The property owner had been cited for animal-related nuisances and was criminally charged with two counts of public nuisance due to odor and animal control issues. A compliance letter was issued on September 22, 2025, with an October 5, 2025 deadline and no extensions. The City Attorney clarified that while the criminal case addressed animal issues, code enforcement would handle property cleanup and weeds.

There was a discussion about public health, administrative costs, and recovery of abatement expenses. Mayor Shepherd emphasized the city's duty to uphold property standards and maintain neighborhood quality. JJ Allen, City Manager, noted that abatement costs might require future budget adjustments, as cleanup expenses would initially be covered by the city and later recouped through liens. Kelly Bennett, Police Chief, confirmed that officers would be present during abatements for safety. Council supported continued enforcement efforts.

DISCUSSION ON LAND USE REGULATIONS FOR USES SUCH AS HOMELESS SHELTERS AND PERMANENT SUPPORTIVE HOUSING

Tyson Stoddard, Planner, presented proposed land use regulation options related to homeless shelters and permanent supportive housing (PSH) in response to state requirements and county initiatives. The city had enacted a temporary development moratorium in downtown Clearfield (CV and UR zones) to allow time for staff to draft appropriate regulations.

Mr. Stoddard outlined two regulatory approaches:

1. Conditional Use Permit (CUP): Would allow shelters or PSH in designated zones if conditions mitigated detrimental impacts. However, due to Utah's lenient mitigation threshold, conditional uses were often effectively "permitted" uses.
2. Overlay Zone: Would allow the city greater legislative control by requiring public hearings and council approval before any site could be designated for such a use.

The Council extensively discussed these approaches:

- Councilmember Peterson and Mayor Shepherd expressed preference for the overlay method, citing the need for local discretion and flexibility without pre-designating properties. They noted that preemptively mapping sites could create unnecessary concern or misinterpretation by the public or state.
- Councilmember Thompson asked clarifying questions about the intent—whether the focus was on shelters or supportive housing—and shared a personal perspective from prior experience with homelessness, emphasizing the importance of transit access and supportive services.
- Mayor Shepherd clarified that the city's intent was to plan for permanent supportive housing (PSH), not homeless shelters, and to demonstrate Clearfield's willingness to support regional solutions while protecting the newly revitalized downtown area.
- The Council discussed suitable zoning, identifying the C-1 commercial zone near Layton Hospital as the most appropriate due to its proximity to social services such as Open Doors, Workforce Services, and Davis Behavioral Health. They agreed that Form Based

Code (FBC) areas and the downtown core should be excluded.

The consensus direction was:

- Proceed with drafting regulations establishing an overlay zone (not a CUP) for permanent supportive housing (PSH) only.
- Limit eligibility primarily to the C-1 zone, excluding downtown and form-based code districts.
- Maintain legislative oversight by requiring council approval for any future overlay applications.

Mayor Shepherd concluded that the approach would balance community expectations, fulfill regional obligations, and maintain Clearfield's role as a cooperative partner in county-wide homelessness solutions.

The meeting reconvened at 7:50 p.m.

DEPARTMENT UPDATES

500 East Reconstruction

Adam Favero, Public Works Director, reported that the 500 East project had been delayed due to unstable soil conditions and sewer line cave-ins. Sewer installation was 100% complete, waterlines were 95% finished, and the storm drain work was ongoing. The contractor aimed to reopen the road before winter, focusing on asphalt completion and temporary surfacing. Communication letters had been sent to affected residents regarding progress, winter conditions, and water service changes. The city scheduled a contractor coordination meeting on October 22, 2025 to determine winter work plans and ensure resident access and snow clearance.

Police Department Vehicle Damage

Kelly Bennett, Police Chief, briefed the Council on a September 21, 2025 incident involving a reckless driver on State Street that resulted in damage to three police vehicles during a pursuit. Dashcam footage showed the driver, later determined to be experiencing a medical emergency due to low blood sugar, narrowly avoided several collisions before being stopped by Clearfield officers using controlled techniques. Estimated repair costs totaled approximately \$25,000 for the most damaged vehicle.

Chief Bennett explained pursuit policies, decision-making factors, and the officers' training status. He noted plans for future training for pursuit maneuvers and spike strip use. The Council commended officers for their measured response and for preventing potential injury to the public.

New Christmas Decorations

JJ Allen, City Manager, presented information prepared by Parks and Recreation staff about newly purchased Christmas décor for the City Center and tree-lighting event. While Parks staff

Eric Howes and Curtis Dickson were absent, Mr. Allen explained that they had attended the National Recreation and Park Association (NRPA) Conference, where they located a vendor, St. Nicholas Commercial Design and Décor, offering a substantial discount on display pieces.

The total purchase cost was approximately \$17,000, representing a savings of more than 60% compared to the nearly \$40,000 retail value. The purchase was made within the council-approved \$20,000 holiday décor budget. The display package included a large ornament, arches, presents, and a decorative tree to be placed near the City Center for the Tree Lighting Event on December 1, 2025.

Mayor Shepherd expressed appreciation for the acquisition and noted the value of the discount. The Council appeared to agree the addition would enhance the holiday celebration and reflect well on the city's image and community events.

Mural Committee Update

Shaundra Rushton, Communications Manager, provided a report on behalf of the City Mural Committee, summarizing the work completed during September to meet the Davis County mural grant program application deadline. The committee met multiple times between September 3 and September 30, 2025, to finalize the concept and site location.

The committee collaborated with an artist specializing in wildlife murals to design a piece featuring the American Kestrel Falcon, representing both Utah's wildlife and Clearfield's Air Force heritage. The mural would depict the falcon alongside jet formations against a blue sky, visually connecting the community's identity with nearby Hill Air Force Base.

Shaundra explained that the mural would be part of Utah's Wildlife Walls Program, which highlighted local wildlife species in each county and would include educational QR codes on-site linking to statewide resources. The committee submitted the mural concept and location before the deadline, and the city would learn whether it received the grant award by October 30, 2025.

The Council expressed enthusiasm for the project and praised the committee for meeting the timeline. Mayor Shepherd commended the concept's connection between community culture and regional pride.

Councilmember Peterson moved to adjourn at 8:14 p.m., seconded by Councilmember Thompson.

RESULT: Passed [5 TO 0]

YES: Councilmember Thompson, Councilmember Peterson, Councilmember Roper, Councilmember Ratchford, Councilmember Wurth

NO: None

APPROVED AND ADOPTED
This 28th day of October 2025

/s/ Mark R. Shepherd, Mayor

ATTEST:

/s/ Nancy R. Dean, City Recorder

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, October 14, 2025.

/s/ Nancy R. Dean, City Recorder