



CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
January 27, 2026 - POLICY MEETING

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

7:00 P.M. POLICY MEETING

CALL TO ORDER:

Mayor Pro Tem Megan Ratchford

OPENING CEREMONY:

Pledge of Allegiance
Solemn Moment of Reflection
Council Member King

APPROVAL OF MINUTES:

January 13, 2026 – work meeting
January 13, 2026 – policy meeting

PRESENTATIONS:

1. **SWEARING IN OF NEW CLEARFIELD CITY POLICE OFFICERS**

PUBLIC HEARINGS:

2. **PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A ZONING MAP AMENDMENT REQUEST BY DAVIS COUNTY TO REZONE PROPERTIES LOCATED AT APPROXIMATELY 160 SOUTH DEPOT STREET (TINs: 12-020-0034, 12-020-0047, 12-020-0033, & 12-020-0144) FROM UR (URBAN MIXED RESIDENTIAL) TO CV (CIVIC)**

BACKGROUND: Davis County requests to rezone the subject properties from UR (Urban Mixed Residential) to CV (Civic) to align the County-owned parcels with the adjacent Davis County Health Department zoning and to facilitate redevelopment of the former Dee's Service Center site. The proposed redevelopment includes a new Davis County Emissions Building with office space, a conference room, and an emissions service bay, consistent with the civic campus planned for Downtown Clearfield.

RECOMMENDATION: Receive public comment.

3. PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A CITY-SPONSORED ZONING TEXT AMENDMENT TO ESTABLISH A SUPPORTIVE HOUSING OVERLAY ZONE (S-H ZONE)

BACKGROUND: In 2023, the State of Utah created a strategic plan to address homelessness with a vision of making homelessness rare, brief, and non-recurring. Counties were tasked with addressing planning efforts related to prioritizing long-term solutions to homelessness. This prompted the City to review the Downtown Form Based Code (FBC) and Land Use Ordinance to evaluate amendments related to such uses. Accordingly, on August 26, 2025, the City adopted a temporary land use regulation prohibiting development in the Civic (CV) and Urban Mixed Residential (UR) zones for up to 180 days, allowing time to develop thoughtful and deliberate zoning regulations.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

4. OPEN COMMENT PERIOD

The Open Comment Period provides an opportunity to address the Mayor and City Council regarding concerns or ideas on any topic relevant to city business. To be considerate of everyone at this meeting, public comment will be limited to three minutes per person. Participants are to state their names for the record. Comments, which cannot be made within these limits, should be submitted in writing to the City Recorder at nancy.dean@clearfieldcityut.gov.

The Mayor and City Council encourage civil discourse for everyone who participates in the meeting.

5. CONSIDER APPROVAL OF ORDINANCE 2026-03 APPROVING A ZONING MAP AMENDMENT REQUEST BY DAVIS COUNTY TO REZONE THE PROPERTIES LOCATED AT APPROXIMATELY 160 SOUTH DEPOT STREET (TINs: 12-020-0034, 12-020-0047, 12-020-0033 & 12-020-0144) FROM UR (URBAN MIXED RESIDENTIAL) TO CV (CIVIC)

RECOMMENDATION: Approve Ordinance 2026-03 approving the zoning map amendment request by Davis County to rezone the properties located at approximately 160 South Depot Street from UR to CV, and authorize the mayor's signature to any necessary documents.

6. CONSIDER APPROVAL OF ORDINANCE 2026-02 APPROVING A ZONING TEXT AMENDMENT REQUEST BY CLEARFIELD CITY TO ESTABLISH A SUPPORTIVE HOUSING OVERLAY ZONE (S-H ZONE) IN THE CLEARFIELD CITY CODE

RECOMMENDATION: Approve Ordinance 2026-02 approving the zoning test amendment request establishing a Supportive Housing Overlay Zone (S-H Zone) in the Clearfield City Code, and authorize the mayor's signature to any necessary documents.

7. CONSIDER APPROVAL OF AND CONSENT TO THE MAYOR'S PROPOSED APPOINTMENT OF NICHOLAS DRAGON TO THE PLANNING COMMISSION

AS A REGULAR MEMBER EFFECTIVE MARCH 1, 2026

BACKGROUND: Currently there are two vacancies on the Planning Commission, one for a regular position and one for an alternate position. Additionally, Commissioner Brian Swan will be departing from the Planning Commission at the end of his term which ends February 28, 2026. Nicholas Dragon was appointed as an Alternate Planning Commissioner in October 2024 with a term expiring at the end of February 2026. In his time on the Commission, he has attended meetings regularly and provided thoughtful input during discussions on various planning and land use topics. He has also had the opportunity to fill in on the dais and vote on a number of occasions. If appointed to fill Commissioner Swan's vacancy, the term would expire February 2029.

RECOMMENDATION: Approve and consent to the mayor's appointment of Nicholas Dragon as a regular member of the Planning Commission with a term effective date of March 1, 2026 and expiration date of February 28, 2029 and authorize the mayor's signature to any necessary documents.

COMMUNICATION ITEMS:

- A. Mayor's Report
- B. City Council's Reports
- C. City Manager's Report
- D. Staff Reports

*****ADJOURN AS THE CITY COUNCIL*****

Posted on January 23, 2026.

/s/Nancy R. Dean, 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 – ClearfieldCityUT.gov, 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 Dean at Clearfield City, Nancy.dean@clearfieldcityut.gov & 801-525-2700.

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 PM WORK MEETING
January 13, 2026

City Building
55 South State Street
Clearfield City, Utah

These meeting minutes were created with the aid of an AI-powered transcription and summarization tool – Otter.ai and ChatGPT. The output was used as a draft and was subject to human review, editing, and fact-checking to ensure accuracy and compliance with city standards before publication. The City Clerk is responsible for the final content of these minutes.

PRESIDING: Mayor Mark Shepherd

PRESENT: Mayor Mark Shepherd, Councilmember Karece Thompson, Councilmember Nike Peterson, Councilmember Megan Ratchford, Councilmember Dakota Wurth, Councilmember Danielle King

STAFF PRESENT: City Manager JJ Allen, Assistant City Manager Spencer Brimley, City Attorney Stuart Williams, Community Services Director Eric Howes, Community Services Deputy Director Curtis Dickson, Police Chief Kelly Bennett, Public Works Director Adam Favero, Finance Manager Rich Knapp, Finance Department Lee Naylor, Community Development Director Stacy Millgate, Planner Tyson Stoddard, City Recorder Nancy Dean, Deputy City Recorder Chersty Titensor

VISITORS: Warren Anderson – HBME, LLC., Tony DeMille

Mayor Shepherd called the meeting to order at 7:01 p.m.

DISCUSSION OF THE AUDIT AND ANNUAL FINANCIAL REPORT FOR FISCAL YEAR 2025

Rich Knapp, Finance Manager, presented the annual independent financial audit conducted by HBME, LLC. Auditor Warren Anderson summarized the results of the audit and reported that the city received an unmodified “clean” opinion. The auditor stated that the financial statements were presented fairly in all material respects and that there were no reportable findings related to compliance with state law, federal requirements, or internal controls. The auditor noted the preparedness and responsiveness of city staff throughout the audit process.

Councilmember Thompson asked questions regarding fund balance trends, capital drawdowns, operating cash reserves, and internal controls. Auditor Anderson clarified that budgeting decisions and reserve levels were outside the scope of the audit but confirmed that the city’s fund balance met state requirements. Mr. Knapp acknowledged that fund balances were decreasing due to planned expenditures and provided additional context.

DISCUSSION TO CONSIDER HIRING THE BUDGETED FULL-TIME PARKS CREW
LEAD OR TO CONTINUE CONTRACTING A PORTION OF THE PARKS
MAINTENANCE

Eric Howes, Community Services Director, presented a review of contracted parks maintenance services using Lawn Butler during the 2025 mowing season. The presentation included a comparison of contracted services versus in-house staffing, including cost per acre, staffing capacity, equipment efficiency, and operational flexibility. Mr. Howes explained that Lawn Butler maintained approximately 6.44 acres across multiple park and open space locations and performed mowing, trimming, edging, limited weed control, and trash pickup.

The Council discussed the advantages and disadvantages of contracting versus hiring additional full-time staff. JJ Allen, City Manager, noted financial uncertainty related to recent revenue projections and expressed concern about currently committing to additional permanent staff. Several councilmembers emphasized the flexibility of contracting, particularly given budget constraints. Staff indicated that if Council later wished to add staff, recruitment would need to begin promptly. No direction was finalized, and the item remained for future budget consideration.

DISCUSSION ON A ZONING MAP AMENDMENT REQUEST BY DAVIS COUNTY TO
REZONE THE PROPERTIES LOCATED AT 160 SOUTH DEPOT STREET FROM UR
(URBAN MIXED RESIDENTIAL) TO CV (CIVIC)

Tyson Stoddard, Planner, presented a request from Davis County to rezone several parcels located south of the Davis County Health Department from Urban Residential (UR) to Civic (CV). The purpose of the request was to align zoning with existing county-owned property and to facilitate redevelopment of the former Dee's Service Center into an emissions testing and challenge facility. The proposed facility would include offices, a training area, and a single emissions testing bay.

Staff explained that the proposed Civic zoning was consistent with the City's General Plan future land use designation and that the Planning Commission had recommended approval. Councilmember Peterson asked questions regarding whether emissions testing would be permitted within the Civic zone. Staff clarified that the use would be classified as a public service under the Form Based Code. The Council discussed the timing of the request and confirmed that the item would proceed to a public hearing and policy meeting on January 27, 2026.

DISCUSSION ON A ZONING TEXT AMENDMENT REQUEST BY CLEARFIELD CITY
TO ESTABLISH A SUPPORTIVE HOUSING OVER ZONE (S-H ZONE)

Tyson Stoddard, Planner, provided an in-depth presentation regarding a proposed Supportive Housing (SH) Overlay Zone in response to recent State of Utah legislation addressing homelessness and Davis County's efforts to establish a permanent, year-round supportive housing facility. Staff explained that Davis County intended to develop a facility consisting of approximately 60 units, combining permanent supportive housing for individuals earning 0–30%

of area median income and transitional housing for individuals earning up to 60% of area median income. It was emphasized that the County had no plans to establish an emergency shelter and had not yet identified a specific site.

Mr. Stoddard explained that permanent supportive housing would serve individuals who might require long-term or lifetime supportive services, including individuals with disabilities, while transitional housing would serve individuals expected to transition to independent housing. He noted that multiple agencies, including hospitals, behavioral health providers, and workforce services had committed to providing support services at any future facility.

Mr. Stoddard proposed that the Supportive Housing Overlay Zone be limited exclusively to properties located within the C-1 Commercial Zone. The overlay would not apply automatically; instead, any proposal would require City Council approval of both a rezone and a development agreement. A map was presented identifying C-1 properties citywide, with staff noting that only a limited number of parcels were realistically large enough to accommodate a facility of the size proposed by Davis County.

Councilmember Peterson moved to adjourn the work meeting to reconvene in a policy meeting at 6:59 p.m., seconded by Councilmember Wurth.

RESULT: Passed [5 TO 0]

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

NO: None

Mayor Shepherd reconvened the meeting at 8:00 p.m.

Councilmembers expressed concerns regarding density, proximity to existing neighborhoods, access to employment opportunities, transit availability, and long-term impacts to surrounding property owners. Councilmember Thompson questioned whether the proposed locations provided adequate access to jobs for residents in transitional housing and expressed concern that individuals could remain disconnected from employment opportunities. Councilmember Peterson emphasized that access to workforce services alone would not sufficiently address long-term housing stability.

Mayor Shepherd expressed concern about allowing housing within a commercial zone and emphasized the importance of ensuring that any supportive housing development would be tightly regulated. Staff and the City Attorney clarified that a development agreement would be required for any proposal, allowing the city to impose conditions including unit caps, building height limits, density restrictions, operational requirements, and service expectations.

General consensus was expressed to continue refining the ordinance with restrictive standards to ensure city discretion, neighborhood compatibility, and deterrence of speculative development. Mr. Stoddard was directed to incorporate Council feedback and prepare revised language for consideration at the January 27, 2026 policy meeting.

DEPARTMENT UPDATES

FUNDS OWED TO UTAH RETIREMENT SYSTEMS (URS)

Stuart Williams, City Attorney, reported that the City was contacted by the Utah Department of Labor on December 17 regarding a complaint filed by a former employee related to pension contributions during a period of military leave beginning around 2009. The City Attorney explained that under state and federal law, employees on qualifying military leave were entitled to continued Utah Retirement Systems (URS) pension contributions unless specific disqualifying circumstances apply. Staff stated that, at the time, the city elected not to remit pension contributions but instead set aside approximately \$50,000 in anticipation of a potential return by the employee.

The employee later returned briefly to employment, worked one day, and resigned the same day. Following the resignation, the employee filed a complaint directly with the Department of Labor and URS. Staff explained that while the city had sufficient funds reserved to cover the original contributions, URS did not receive investment interest on those funds during the intervening years. As a result, the city might be responsible for interest owed to make URS whole. The City Attorney stated there were no fines or penalties assessed and that staff were actively working with the Department of Labor investigator and URS to resolve the matter.

INTIMATE PARTNER VIOLENCE (IPV) / STRANGULATION EXAMS

Kelly Bennett, Police Chief, provided an informational update regarding strangulation investigations and associated medical examinations in cases of intimate partner violence. Chief Bennett explained that strangulation was defined broadly as any pressure applied to the neck, even if minimal, and emphasized that such incidents were treated as high-risk due to the potential for serious injury or delayed fatality. Chief Bennett noted that recent training had been provided to officers to reinforce trauma-informed, victim-centered investigative practices.

Chief Bennett reported that Safe Harbor had historically conducted strangulation examinations using federal grant funding, which covered both nursing services and exam costs. However, the grant funding for strangulation exams had been fully expended within a short period of time. Safe Harbor continued to cover the nursing portion of the exams, while the city was now responsible for the examination cost, currently \$650 per exam. Chief Bennett stated that since early November there had been a notable increase in the number of strangulation exams, exceeding prior annual totals, which created unanticipated budget impacts. Chief Bennett further explained that if a victim elected to obtain an exam outside the local area, such as in Salt Lake County, the city could be responsible for the full cost of the exam, approximately \$1,300.

Councilmembers asked clarifying questions regarding the definition of strangulation, funding limitations, and whether costs could be denied in certain circumstances. Chief Bennett stated that the city could not ethically or practically refuse to authorize exams, even when victims were hesitant to cooperate, because the evidence could be critical for future prosecution. Mr. Williams suggested exploring potential supplemental funding options with regional partners. Mr. Allen acknowledged the budget implications and indicated staff would continue to monitor costs.

COMMUNITY SERVICES STRUCTURAL MODIFICATIONS

Eric Howes, Community Services Director, presented a detailed, informational overview of structural modifications implemented or proposed within the Community Services Department. Mr. Howes explained that the changes were intended to improve efficiency, clarify supervisory roles, and better manage increasing service demands without adding significant staffing.

a. Administration

Mr. Howes explained that administrative reporting relationships had been adjusted so that the four division managers now reported to the Community Services Director through the Deputy Director. The Deputy Director provided day-to-day operational support and guidance to managers, allowing the Director to focus on long-term planning, policy development, and strategic initiatives. Mr. Howes stated that administrative assistants and part-time support staff reported directly to the Director. Mr. Howes noted that the department had been operating under the revised structure for several months and that the changes had improved role clarity and reduced confusion regarding responsibilities.

b. Facilities

Mr. Howes discussed Facilities staffing challenges, noting that Facilities staff had previously been dispersed across multiple buildings without a centralized reporting location. Plans were described to relocate Facilities staff to a shared space in the former Public Works building, where morning coordination meetings and access to shop space could occur. Mr. Howes emphasized the importance of cross-training Facilities staff so they could respond to maintenance issues citywide rather than being limited to specific buildings.

c. Parks and Open Spaces

Mr. Howes explained that job titles and responsibilities within Parks operations had been clarified by renaming certain positions as crew leads, reflecting their supervisory role over part-time staff. Mr. Howes also described operational changes to address workload inequities, noting that one crew had previously been responsible for approximately 200 acres of open space and parks. The department was redistributing open space responsibilities across all crews so that each crew managed a combination of park, cemetery, and open space areas, creating a more balanced and equitable workload.

d. Recreation & Arts

Mr. Howes reported that recreation and arts supervisory staff had been consolidated into the Art Center facility and reclassified to support both recreation and arts programming rather than operating in separate silos. This approach allowed staff to respond more flexibly to higher recreation demand without increasing personnel. Mr. Howes also noted efforts to maintain program momentum in anticipation of upcoming staff leave, emphasizing cross-training and shared responsibility.

e. Aquatic & Fitness Center

Mr. Howes discussed staffing ratios at the Aquatic & Fitness Center, noting that a small number of full-time supervisors managed a very large part-time workforce. Proposed adjustments included reducing the number of managers on duty and front desk staffing to create an assistant manager position. The change would distribute supervisory responsibilities more evenly, allow

the center manager to focus on planning and operations, and improve support for frontline supervisors. Additional details were scheduled for further discussion at a future meeting.

700 SOUTH UTILITY UNDERGROUNDING

Spencer Brimley, Assistant City Manager, provided an informational update on the 700 South utility undergrounding project. Mr. Brimley explained that the Community Development and Redevelopment Agency (CDRA) Board had previously set aside funding for the project and that progress had been limited until a new consultant team and utility contacts were established. Jones and Associates had completed a design for undergrounding the power lines and were assisting with easement acquisition from affected property owners.

Mr. Brimley reported that approximately \$14,000 had been expended to date for design and professional services, while the majority of the allocated project funding remained unspent pending completion of easements and coordination with Rocky Mountain Power. Mr. Brimley explained that the project scope had been modified due to private development, with certain segments of undergrounding to be completed by a developer rather than the city. Additional work would include undergrounding a light pole fed from the south side of the corridor.

Council discussed coordination challenges with telecommunications providers, anticipated timing uncertainties, and the importance of securing easements that could accommodate future utility undergrounding. Staff indicated that easements were being designed broadly enough to allow for telecom participation if feasible. No formal action was taken.

PRIVACY PROGRAM UPDATE

Spencer Brimley, Assistant City Manager, presented an update on the city's implementation of the Utah Government Data Privacy Act. Staff explained that the Act required cities to establish formal privacy programs, provide employee training, and ensure third-party vendor compliance. The City initiated its data privacy program prior to the December 31, 2025 deadline.

Staff reported that approximately 75% of city employees had completed required privacy training and that all new employees would be required to complete training within 30 days of hire. Mr. Brimley stated that annual reporting to the State would be required and that full compliance was expected by July 2027.

The City Manager was identified as the chief administrative officer responsible for compliance, with coordination among departments including Information Technology, Human Resources, and the Recorder's Office. Staff emphasized that the State was providing guidance, training resources, and flexibility in implementation timelines. The update was informational only.

Councilmember Wurth moved to adjourn the work meeting at 8:50 p.m., seconded by Councilmember Thompson.

RESULT: Passed [5 TO 0]

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

NO: None

The minutes for the CDRA are in a separate location

**APPROVED AND ADOPTED
This day of 2026**

/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, January 13, 2026.

/s/ Nancy R. Dean, City Recorder

CLEARFIELD CITY COUNCIL MEETING MINUTES
7:00 PM POLICY MEETING
January 13, 2026

City Building
55 South State Street
Clearfield City, Utah

These meeting minutes were created with the aid of an AI-powered transcription and summarization tool – Otter.ai and ChatGPT. The output was used as a draft and was subject to human review, editing, and fact-checking to ensure accuracy and compliance with city standards before publication. The City Clerk is responsible for the final content of these minutes.

PRESIDING: Mayor Mark Shepherd

PRESENT: Mayor Mark Shepherd, Councilmember Nike Peterson, Councilmember Karece Thompson, Councilmember Megan Ratchford, Councilmember Dakota Wurth, Councilmember Danielle King

STAFF PRESENT: City Manager JJ Allen, Assistant City Manager Spencer Brimley, City Attorney Stuart Williams, Police Chief Kelly Bennett, Community Services Director Eric Howes, Community Services Deputy Director Curtis Dickson, Public Works Director Adam Favero, Community Development Director Stacy Millgate, Planner Tyson Stoddard, City Recorder Nancy Dean, Deputy City Recorder Chersty Titensor

VISITORS: Tony DeMille, David Lewis – D.R. Horton, Trinity Larkin – Utah Dumped Ducks Network, Justin Anderson, Carson Cronk, Basil Chelemes, Tanner Webster, Connor DeBry

Mayor Shepherd called the meeting to order at 7:01 p.m.

Councilmember Wurth led the opening ceremonies.

APPROVAL OF MINUTES

November 18, 2025 – work meeting
November 25, 2025 – work meeting
November 25, 2025 – policy meeting
December 9, 2025 – work meeting
December 9, 2025 – policy meeting

Councilmember Peterson moved to approve the November 18, 2025 work meeting, November 25, 2025 work meeting, November 25, 2025 policy meeting, December 9, 2025 work meeting, and December 9, 2025 policy meeting, seconded by Councilmember Ratchford.

RESULT: Passed [5 TO 0]

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

NO: None

PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON A PROPOSED DEVELOPMENT AGREEMENT FOR THE MIXED USE PROJECT LOCATED AT 175 WEST ANTELOPE DRIVE

Mayor Shepherd opened the public hearing to receive public comment on a proposed development agreement for a mixed-use project located at 175 West Antelope Drive.

Tyson Stoddard, Planner, presented background information on the development agreement. He explained that the property had previously been subject to a General Plan amendment and rezone request, which was approved by the Council contingent upon execution of a development agreement. The agreement was intended to establish standards and requirements governing future development of the site.

Mr. Stoddard explained that the project included two primary components: commercial development along Antelope Drive and residential townhomes at the rear of the property. The agreement required a minimum of 9,000 square feet of commercial floor area, proposed across three commercial buildings. The residential component allowed up to 55 townhomes at a density of approximately 13 units per acre, limited to two stories.

He noted that the agreement required the townhomes to be sold for owner occupancy, with a one-year owner-occupancy requirement. The planner described the proposed site layout, access points, shared access agreements with adjacent properties, and coordination with the school district for access near South Main Street. He reviewed parking, pedestrian circulation, architectural standards, and private street requirements. A traffic study prepared for the project projected approximately 4,000 daily trips at full build-out, with most traffic associated with drive-through commercial uses. The study concluded that roadway widening was not required, though striping modifications were recommended.

Mr. Stoddard reported that the Planning Commission recommended approval of the development agreement and that revisions had been made following the City Council work session discussion, including incorporation of the one-year owner-occupancy requirement.

Mayor Shepherd invited public comment.

The following individuals spoke in support of the project, citing housing affordability, limited availability of entry-level homeownership options, and the importance of providing opportunities for local families to remain in Clearfield. Some speakers expressed appreciation for the one-year owner-occupancy requirement as a balance between development feasibility and community stability:

- Basil Chelmes, property owner
- Tony DeMille, community member
- Tanner Webster, nearby property owner
- Carson Cronk, prospective homebuyer
- Connor DeBry, recent homebuyer

The City Recorder reported receipt of a written comment submitted by Adam Speth, President of the Northern Wasatch Association of Realtors, via email, expressing support for the project and emphasizing the need for additional housing inventory and attainable homeownership options within the city.

No comments in opposition were received.

Councilmember Thompson moved to close the public hearing at 7:24 p.m., seconded by Councilmember Wurth.

RESULT: Passed [5 TO 0]

YES: Councilmember Peterson, Councilmember Thompson, Councilmember Ratchford, Councilmember Wurth, Voting Member King

NO: None

OPEN COMMENT PERIOD

Mayor Shepherd opened the floor for general public comment.

Trinity Larkin addressed the Council regarding environmental and safety concerns at Steed Pond. The speaker described repeated instances of wildlife injury caused by discarded fishing line and debris and reported a growing population of abandoned domestic ducks at the pond. The speaker stated that volunteer cleanup efforts had not resolved the issue and requested Council consideration of a fishing ban at the pond, installation of signage discouraging illegal dumping of domestic animals, and providing information on proper surrender options.

Mayor Shepherd thanked the speaker and stated that the matter could not be acted upon during the meeting but would be referred to Parks and Recreation staff for review and consideration.

APPROVAL OF ORDINANCE 2026-01 APPROVING A DEVELOPMENT AGREEMENT FOR THE MIXED USE PROJECT LOCATED AT 175 WEST ANTELOPE DRIVE

Mayor Shepherd opened City Council discussion regarding approval of Ordinance 2026-01 approving the development agreement for the mixed-use project at 175 West Antelope Drive.

Councilmember Peterson expressed general support for the project but voiced her continued concerns for traffic impacts to the community. Councilmember Peterson recommended adding language to the development agreement requiring the one-year owner-occupancy restriction to also be included in the homeowners association (HOA) CC&Rs, noting it would assist with long-term compliance and enforcement.

Councilmember Wurth expressed appreciation to the public for participation and stated that the Council had spent significant time deliberating access, traffic, and land-use impacts. Councilmember Wurth emphasized that the project aligned with Council goals to preserve commercial corridors, provide attainable homeownership opportunities, and introduce amenities beneficial to residents.

Mayor Shepherd acknowledged ongoing concerns regarding access and traffic but stated that development of the property would generate traffic regardless of use. Mayor Shepherd emphasized the city's need for attainable housing and expressed appreciation for public engagement.

Councilmember Ratchford commended the applicant for consistently responding to Council feedback and working collaboratively throughout the review process, describing the effort as a partnership rather than an adversarial process.

Councilmember Ratchford moved to approve Ordinance 2026-01 approving the development agreement for the mixed-use project at 175 West Antelope Drive, including language to be crafted by staff requiring the owner-occupancy provision to be included in the CC&Rs, and authorizes the mayor's signature to any necessary documents, seconded by Councilmember Wurth.

RESULT: Passed [4 TO 1]

YES: Councilmember Thompson, Councilmember Ratchford, Councilmember Wurth, Councilmember King

NO: Councilmember Peterson

MAYORAL APPOINTMENT

Mayor Shepherd recommended the appointment of Councilmember Megan Ratchford as Mayor Pro Tem for calendar year 2026.

Councilmember Wurth moved to approve and consent to the mayor's appointment of Councilmember Megan Ratchford as the Mayor Pro Tem for calendar year 2026 and authorize the mayor's signature to any necessary documents, seconded by Councilmember Thompson.

RESULT: Passed [5 TO 0]

YES: Councilmember Peterson, Councilmember Thompson, Councilmember Ratchford, Councilmember Wurth, Voting Member King

NO: None

APPROVAL OF RESOLUTION 2026-01 APPOINTING COUNCILMEMBER DANIELLE KING AS CLEARFIELD CITY'S REPRESENTATIVE ON THE MOSQUITO ABATEMENT DISTRICT – DAVIS COUNTY BOARD

Mayor Shepherd recommended appointment of Councilmember Danielle King as Clearfield City's representative to the Davis County Mosquito Abatement District.

Councilmember Ratchford moved to approve Resolution 2026R-01 appointing Councilmember Danielle King as Clearfield City's representative on the Mosquito Abatement District-Davis County Board and authorize the mayor's signature to any necessary documents, seconded by Councilmember Peterson.

RESULT: Passed [5 TO 0]

YES: Councilmember Peterson, Councilmember Thompson, Councilmember Ratchford, Councilmember Wurth, Voting Member King

NO: None

APPROVAL OF RESOLUTION 2026R-02 MAKING APPOINTMENTS TO THE NORTH DAVIS FIRE DISTRICT'S ADMINISTRATIVE BOARD OF TRUSTEES

Mayor Shepherd recommended reappointment of Mayor Shepherd and appointment of Councilmember Wurth to the North Davis Fire District Administrative Board of Trustees, with terms expiring December 31, 2029.

Councilmember Ratchford moved to approve Resolution 2026R-02 reappointing Mayor Mark Shepherd and appointing Councilmember Wurth to the North Davis Fire District's Administrative Board of Trustees with terms expiring December 31, 2026 and authorize the mayor's signature to any necessary documents, seconded by Councilmember Thompson.

RESULT: Passed [5 TO 0]

YES: Councilmember Peterson, Councilmember Thompson, Councilmember Ratchford, Councilmember Wurth, Voting Member King

NO: None

COMMUNICATION ITEMS

MAYOR'S REPORT

Mayor Shepherd

- Nothing to report.

CITY COUNCIL'S REPORTS

Councilmember Peterson

- Nothing to report.

Councilmember Wurth

- Informed the Council of his additional appointment to the Open Doors Board. Councilmember Wurth stated enthusiasm for continuing service in support of firefighters and social service initiatives and expressed appreciation for the opportunity to contribute to both public safety and community welfare efforts.

Councilmember Ratchford

- Reported on attendance at a recent open forum hosted by Hill Air Force Base, noting participation alongside community members, regional stakeholders, and base leadership. Councilmember Ratchford conveyed that HAFB representatives expressed significant appreciation for the support provided by Clearfield City and Davis County, particularly in welcoming military families and personnel assigned to the area. Councilmember Ratchford

stated that HAFB leadership asked how they could further give back to the community and invited future collaboration opportunities. Additionally, Councilmember Ratchford shared an example of community partnership involving Lifetime Products, which donated a playground structure to a local child experiencing serious health challenges, allowing the child to safely play at home. Councilmember Ratchford emphasized that the donation was made without request for recognition and highlighted the company's role as a positive corporate citizen within the community.

Councilmember King

- Thanked the Council for the welcoming and supportive transition into council service. Councilmember King expressed appreciation for the opportunity to serve and stated enthusiasm for working collaboratively with fellow councilmembers. Councilmember King also announced acceptance of the role as Council liaison for Communities That Care, indicating plans to participate in policy workgroups and community meetings associated with that organization.

Councilmember Thompson

- Nothing to report.

CITY MANAGER'S REPORT

JJ Allen, City Manager

- Reported on the upcoming Council retreat and encouraged councilmembers to prepare thoughts on what priorities or objectives they had for their term of service and review budget materials in advance. He noted the Martin Luther King Jr. Day holiday closure of city offices. He reported on a recent legislative tour, and the upcoming annual employee holiday party. He reported that he would be meeting with department heads to debrief direction that would be received from council at the council retreat.

STAFF REPORTS

Nancy Dean, City Recorder

- Provided an update on the meeting schedule and noted there would be no meeting the following week but meetings would resume on January 27, 2026 with work and policy meetings.
-

Councilmember Thompson moved to adjourn the policy meeting and reconvene as the CDRA board at 7:47 p.m., seconded by Councilmember Wurth.

RESULT: Passed [5 TO 0]

YES: Councilmember Peterson, Councilmember Thompson, Councilmember Ratchford, Councilmember Wurth, Voting Member King

NO: None

APPROVED AND ADOPTED
This day of 2026

/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, January 13, 2026.

/s/ Nancy R. Dean, City Recorder

DRAFT

TO: Mayor Shepherd and City Council Members

FROM: Tyson Stoddard, Planner

MEETING DATE: January 13, 2026

SUBJECT: RZN 2025-1201, a zoning map amendment request by Davis County to rezone the subject properties from UR (Urban Mixed Residential) to CV (Civic). Location: 160 South Depot Street (TINs: 12-020-0034, 12-020-0047, 12-020-0033, & 12-020-0144). Parcel Area: 0.818 Acres. (Legislative Matter)

RECOMMENDED ACTION

On January 7, 2026, the Planning Commission forwarded a recommendation of APPROVAL of RZN 2025-1201, a zoning map amendment request by Davis County to rezone the subject properties located at 160 South Depot Street from the current zoning designation of UR (Urban Mixed Residential) to CV (Civic).

DESCRIPTION / BACKGROUND


Davis County is proposing the rezoning of the subject properties from the current UR Zone (Urban Mixed Residential) to the CV Zone (Civic). The purpose of the rezone is to align the Davis County owned subject properties with zoning that matches that of the adjacent Davis County Health Department, and to allow for the redevelopment of the old Dee's Service Center site with a new Davis County Emissions Building. The Emissions Building would include office space, a conference room, an emissions service bay, and would be part of the civic campus envisioned for Downtown Clearfield.

Public Comment

Mailed notices and the public hearing notice legal ad went out the week of December 15, 2025. Public Hearing Notice signs were placed in front of the property the week of December 29, 2025. As of the date of this report, staff responded to one (1) phone call from a resident that received a mailed notice. The resident requested more information about the rezone request and did not state a position in favor or against the request.

Zoning Map Amendment Analysis

As outlined in Section 11-6-3 of the Clearfield City Land Use Ordinance, the Planning Commission shall review the petition to change the land use title or zoning map and provide recommendation to the City Council. The Planning Commission may recommend adoption of the proposed amendment



when it finds that the proposed amendment is in accordance with one of the two considerations listed in the table below.

Review Consideration	Staff Analysis
<i>The proposed amendment is in accordance with the General Plan and Map; or</i>	The requested amendment is consistent with the goals of the General Plan and Map as the appropriate zone for current and future public service uses and government facilities.
<i>Changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.</i>	The CV Zone is conducive to the plans Davis County has for redevelopment of the site with a new emissions building, and the request provides an opportunity to align the zoning of the subject properties with the General Plan future land use designation of “Community / Civic”.

General Plan Analysis

The Clearfield City General Plan outlines the overall community vision and provides land use guidelines located in Chapter 6 - Land Use & City Form, which help provide a visual understanding of where and how growth, development, and change should—or should not—be accommodated over the next 10 to 20 years.


The future land use designation of the subject properties as shown on the General Plan Future Land Use Map is “Community / Civic”. This category is for current or future sports facilities, recreation centers, educational, and public service uses, such as libraries, police and fire stations, public works, and government facilities. The Zones that correspond to the “Community / Civic” land use designation are the Public Facilities Zone (PF) and the Civic Zone (CV) in the Form Based Code Area.

Based on the review and analysis of the General Plan, staff finds that the CV Zone is appropriate for the subject properties and consistent with the goals and objectives of the general plan.

Findings and Conclusion

Based on the analysis of this request and the Clearfield City General Plan, staff recommends that the Planning Commission forward a recommendation of APPROVAL to the Clearfield City Council for the proposed zoning map amendments. This recommendation is based on the analysis of the staff report and the following findings:

1. The proposed zoning map amendment is consistent with the “Community / Civic” future land use designation as shown in the Clearfield City General Plan Future Land Use Map.

- 
2. The rezone to CV (Civic) will align development regulations conducive to a government facility and a public use.

CORRESPONDING POLICY PRIORITIES

- Improving Clearfield's Image, Livability, and Economy

The Clearfield City General plan envisions the subject properties to be in a community focused area that allows for public service uses and government facilities, with the CV Zone intended to provide a civic and office campus in Downtown. The rezone will facilitate redevelopment of an older vehicle service building into a new County office and emissions building.

HEDGEHOG SCORE

Not considered

FISCAL IMPACT


Not considered

ALTERNATIVES

After consideration and analysis of the information provided, the Clearfield City Council will have the following decision options:

1. Approve RZN 2025-1201, to the Clearfield City Council, a zoning map amendment request by Davis County to rezone the subject properties located at 160 South Depot Street from the current zoning designation of UR (Urban Mixed Residential) to CV (Civic).
2. Deny RZN 2025-1201, to the Clearfield City Council, a zoning map amendment request by Davis County to rezone the subject properties located at 160 South Depot Street from the current zoning designation of UR (Urban Mixed Residential) to CV (Civic).
3. Table 1. RZN 2025-1201 to a specific meeting date and request additional information to consider the request.

SCHEDULE / TIME CONSTRAINTS



The rezone request is scheduled for a discussion in the January 13, 2026 work session, and for a public hearing and policy session on January 27, 2026.

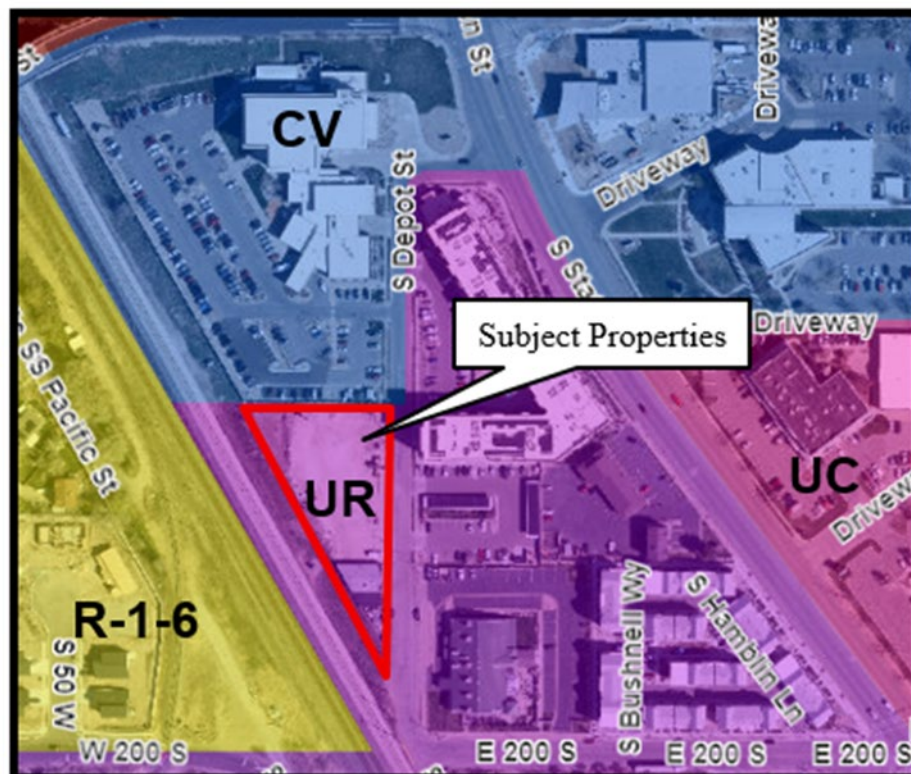
LIST OF ATTACHMENTS

- 160 South Depot Street – General Plan Map
- 160 South Depot Street – Zoning Map

160 SOUTH DEPOT STREET – GENERAL PLAN MAP



160 SOUTH DEPOT STREET – ZONING MAP





DAVIS COUNTY UR TO CV

Rezone



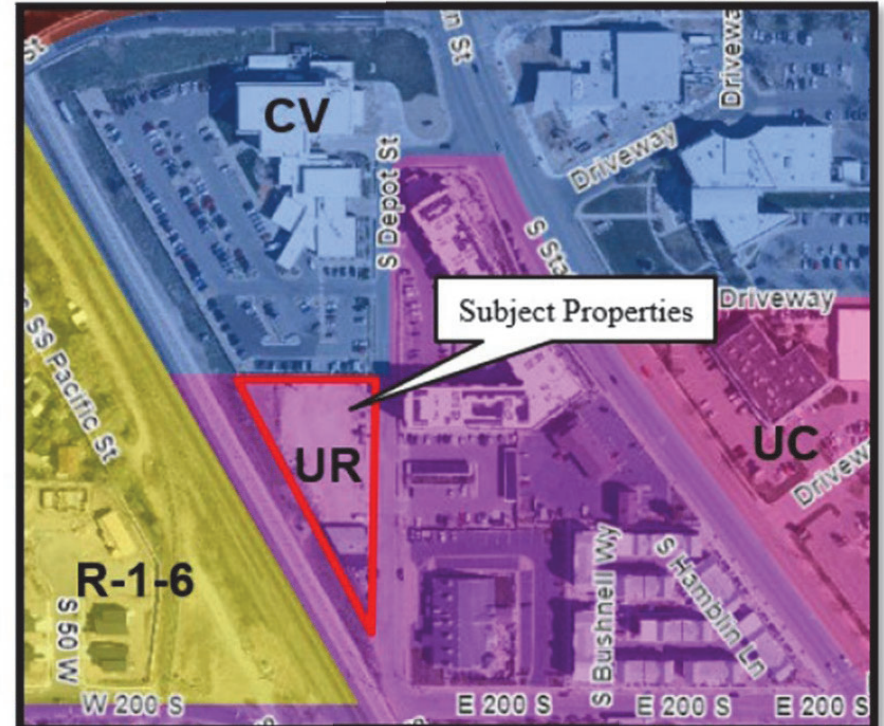
Background

- *Current Zoning: UR (Urban Residential)*
- *Requested Zoning: CV (Civic)*
- *CV Zone: To provide a civic and office campus in the core of Downtown Clearfield*
- *Davis County*
 - *Align zoning of subject properties with Health Department*
 - *Plans to redevelop the old Dee's Service Center with an emissions building*

Future Land Use & Zoning Maps



General Plan



Zoning



Rezone Analysis

Review Consideration	Staff Analysis
<i>The proposed amendment is in accordance with the General Plan and Map; or</i>	The requested amendment is consistent with the goals of the General Plan and Map as the appropriate zone for current and future public service uses and government facilities.
<i>Changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.</i>	The CV Zone is conducive to the plans Davis County has for redevelopment of the site with a new emissions building, and the request provides an opportunity to align the zoning of the subject properties with the General Plan future land use designation of “Community / Civic”.

Site Photo





Planning Commission Recommendation & City Council Schedule

- *PC Recommendation: Approval*
- *CC Work Meeting: January 13th*
- *CC Public Hearing & Policy Meeting: January 27th*
- *Discussion or Questions?*

TO: Mayor Shepherd and City Council Members

FROM: Tyson Stoddard, Planner

MEETING DATE: January 13, 2026

SUBJECT: ZTA 2025-1105, a zoning text amendment request by Clearfield City to establish a Supportive Housing Overlay Zone (S-H Zone). (Legislative Matter).

RECOMMENDED ACTION

On January 7, 2026, the Planning Commission forwarded a recommendation of approval of ZTA 2025-1105, a zoning text amendment request to establish a Supportive Housing Overlay Zone (S-H Zone).


DESCRIPTION / BACKGROUND

In 2023, the State of Utah created a strategic plan to address homelessness (Utah's Plan to Address Homelessness, February 2023). The vision for Utah's homeless response system is to "make homelessness rare, brief, and non-recurring; that all people experiencing homelessness can thrive to their fullest potential; and that our communities are stable and safe for everyone." With planning efforts related to homelessness, Davis County created the Davis County Winter Overflow Task Force, which has prioritized long-term solutions to homelessness through the development of permanent supportive housing. Additionally, the State of Utah requires that Davis County establish a permanent, year-round supportive housing facility in the County. To date, this requirement of the County has not been met.

Recently, the City had reason to believe that the County was considering constructing, operating, or purchasing additional property within the Downtown Clearfield Form Based Code (FBC) for the purpose of housing a Homeless Shelter or Permanent Supportive Housing. As a result, the City found there was a compelling public interest in reviewing the FBC and the City's Land Use Ordinance to consider making amendments to our current land use regulations specific to uses such as Homeless Shelters and Permanent Supportive Housing. As such, on August 26, 2025, the city passed a temporary land use regulation to prohibit development in the Civic (CV) and Urban Mixed Residential (UR) zones for up to 180 days. The enactment of the temporary land use regulation has allowed the City time to work through well thought out and purposeful zoning regulations.

Proposed Zoning Text Amendment and Analysis

After careful review of both local and national zoning and regulations trends that are intended to



promote the health, safety, and welfare of the community—and following discussions with the Planning Commission and City Council on the topic—staff is proposing the adoption of a Supportive Housing Overlay Zone (S-H Zone), which could be applied as an overlay to a property or a select number of properties within the C-1 Zone.

In considering supportive housing intended for individuals experiencing extreme poverty with complex service needs, the C-1 Zone was identified as the most appropriate zone based on location and the surrounding land uses and services. The C-1 Zone is primarily confined to a mostly developed 32-acre area near Antelope Drive and 1500 East (See Exhibit A). This area of the C-1 Zone has existing uses such as assisted living facilities for seniors, skilled nursing and rehabilitation facilities, and the Department of Workforce Services which aims to assist individuals in finding jobs and meet workforce needs of Utah businesses, while also leading initiatives to address poverty, homelessness, and affordable housing. This area is also in close proximity to Davis Holy Cross Hospital, local bus stops and routes, and the Clearfield Frontrunner Station.

Proposed Amendment

The proposed S-H Zone and development standards are included as an attachment to this report (see Exhibit B), and a summary is provided in the following bullet points:

- The purpose of the overlay is to allow for the development of supportive housing that is paired with ongoing support services intended to promote long-term well-being and housing stability for individuals affected by homelessness.
- Application for a S-H Zone designation will follow the procedures of a zoning map amendment as outlined in the Land Use Title of Clearfield City Code. If approved, the S-H Zone would become a suffix to the C-1 Zone with which it is combined and would show on the zoning map as “C-1 (S-H)”.
- All projects in the S-H Zone will include the approval of a development agreement.
- Application for development in the S-H Zone will be reviewed and approved according to the site plan review provisions of the Land Use Title of Clearfield City Code.
- Development in the S-H Zone is subject to the development standards of the C-1 Zone. Where the development standards of the S-H Zone differ from those of the C-1 Zone, the development will comply with the S-H Zone standard.
- A supportive housing facility will have no more than sixty (60) total dwelling units and shall not exceed a density of sixteen (16) units per acre.

- A supportive housing facility will not exceed thirty-five feet (35') in height, and the maximum number of stories above grade permitted will be two (2).

Anticipated Initial Impact of Amendment

The S-H overlay will not be applied to any properties immediately following adoption. Future application of the S-H overlay could be applied to property in the C-1 Zone through the zoning map amendment process. While Davis County is planning to locate a facility with a mix of transitional and permanent supportive housing beds somewhere in the County to meet State of Utah requirements, the future location of the facility is still unknown.


General Plan Analysis

In reviewing any ordinance amendment or rezone, it is important to consult with the current General Plan to review the relevant topics or elements of the General Plan, along with the community goals, objectives, and strategies to help inform land use decisions. There are community vision objectives associated with "Housing and Neighborhoods" that can be evaluated in relation to the request, which are listed below.

Housing and Neighborhoods	
Clearfield aspires to have a mix of housing choices and ownership opportunities available in walkable neighborhoods well-served by open space and recreational amenities and provide easy access to retail, transit options, services, and employment opportunities via multiple modes of transportation.	
Objectives & Strategies	Staff Analysis
<p><u>Objective:</u> Provide a range of housing types and neighborhoods to the Clearfield community.</p> <p><u>Relevant Strategy HN-3:</u> Prioritize the integration of affordable and attainable housing options near and within Clearfield's key growth centers to enhance access to amenities, services, and transportation options.</p> <p><u>Relevant Strategy HN-7:</u> Continue to collaborate with regional partners to promote healthy and active neighborhood environments and ensure access to essential services for residents of all ages, incomes, and abilities.</p>	<p>This objective and relevant strategies can be supported by establishing Supportive Housing land use regulations that guide the location of deeply affordable housing that will be near the Clearfield Station Urban Center and in close proximity to amenities, services, and transportation options. Having a Supportive Housing overlay will aid in any future collaboration with regional partners, such as Davis County, if the County seeks to provide a Supportive Housing Facility within Clearfield's boundaries.</p>

Zoning Text Amendment Analysis

Clearfield Land Use Ordinance Section 11-6-3 establishes the following findings the Planning Commission shall make to approve Zoning Ordinance Text Amendments. The findings and staff's evaluation are outlined below.



Review Consideration	Staff Analysis
The proposed amendment is in accordance with the General Plan and Map; or	The General Plan encourages providing a range of housing types and neighborhoods to the Clearfield community, and continual evaluation and modifications to adopted ordinances. The proposed amendment is supported by objectives and strategies related to the “Housing and Neighborhoods” section of the General Plan.
Changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.	Supportive Housing is not a land use currently identified in Clearfield’s land use regulations. With new State requirements related to homelessness and plans by Davis County, it has become necessary to thoughtfully consider regulations for Supportive Housing that are specific to Clearfield’s context and will promote the health, safety, and welfare of the community.

Public Comment

A public hearing notice was posted on December 19th, 2025, on the State of Utah public notice website and on the City’s website. A sign indicating the public hearing was also placed in front of Clearfield City Hall. No public comment has been received to date.

Findings & Conclusion

Based on a review of the General Plan, as well as existing and proposed ordinance standards, staff concludes the following:

1. The General Plan encourages continual evaluation and modifications to adopted ordinances. The proposed amendment is supported by objectives and strategies related to the “Housing and Neighborhoods” section of the General Plan.
2. With new State requirements related to homelessness and plans by Davis County, it has become necessary to thoughtfully consider regulations for Supportive Housing that are specific to Clearfield’s context and will promote the health, safety, and welfare of the community.



CORRESPONDING POLICY PRIORITIES

- Improving Clearfield's Image, Livability, and Economy

The proposed ordinance amendment aligns with the policy priority of "livability", creating a zone to facilitate responsible development of supportive housing that is paired with support services intended to promote long-term stability for individuals affected by homelessness.

HEDGEHOG SCORE

Not considered

FISCAL IMPACT

Not considered

ALTERNATIVES

Following consideration and analysis of the zoning text amendment request, the City Council will have the following decision options:

1. Approve ZTA 2025-1105, to the Clearfield City Council, a zoning text amendment request to establish a Supportive Housing Overlay Zone (S-H Zone).
2. Deny ZTA 2025-1105, to the Clearfield City Council, a zoning text amendment request to establish a Supportive Housing Overlay Zone (S-H Zone).
3. Table ZTA 2025-1105 to a specific meeting date and request additional information to consider the request.

SCHEDULE / TIME CONSTRAINTS

The zoning amendment request include a discussion in the work session on January 13, 2026 and a public hearing during the policy session on January 27, 2026.



LIST OF ATTACHMENTS

- Exhibit A, C-1 Zone
- Exhibit B, Proposed S-H Overlay Zone

EXHIBIT A
C-1 Zone

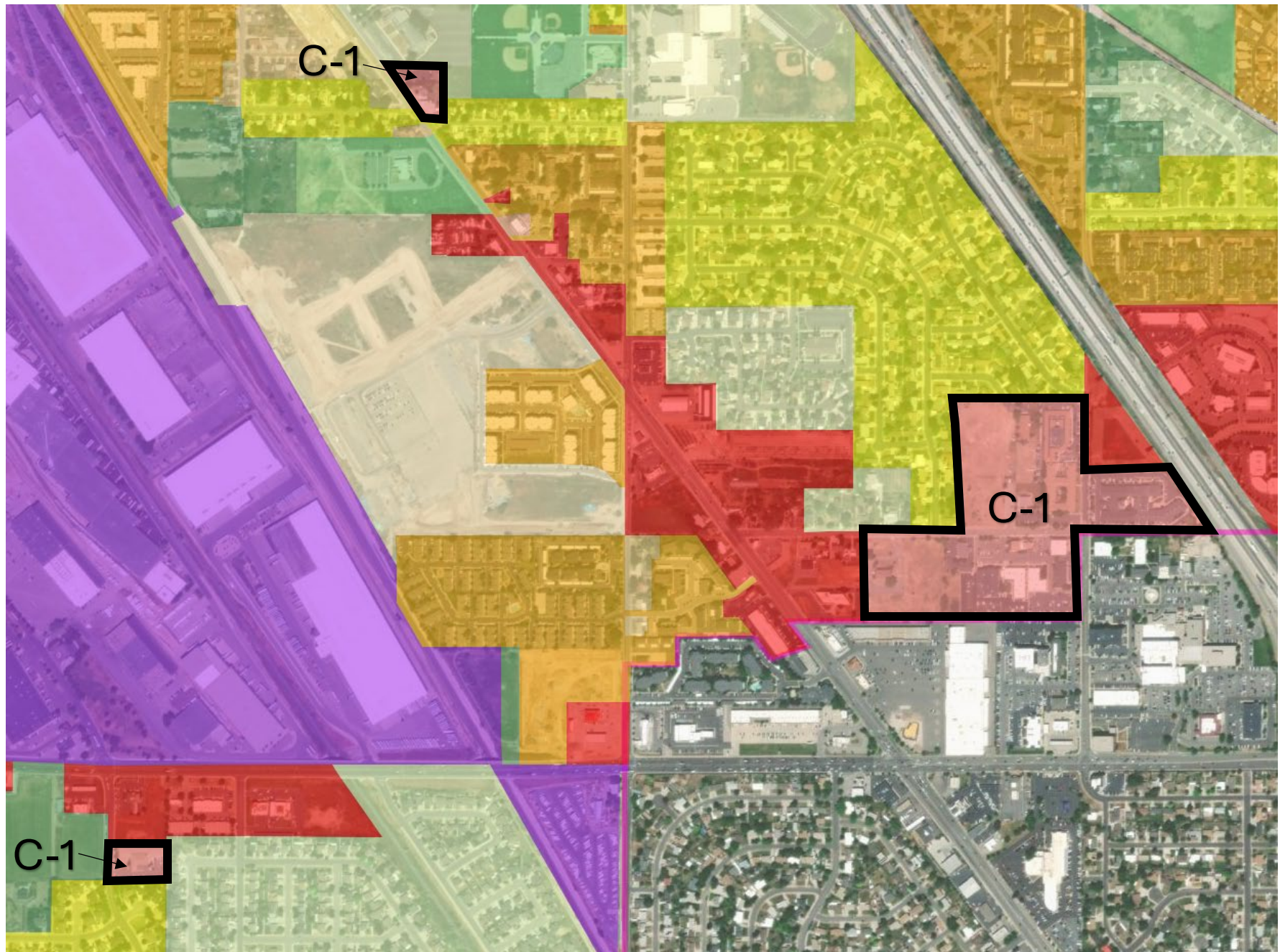


EXHIBIT B

PROPOSED S-H OVERLAY ZONE

ARTICLE D. SUPPORTIVE HOUSING OVERLAY ZONE (S-H)

11-12D-1: PURPOSE:

The Supportive Housing Overlay Zone (S-H) is established to allow for the development of transitional and permanent supportive housing that is paired with ongoing support services intended to promote long-term well-being and housing stability for individuals who have experienced or are experiencing homelessness.

11-12D-2: DEFINITIONS:

The following words used in this Article are defined as follows:

- A. “SUPPORTIVE HOUSING” means residential housing combined with supportive services intended to promote housing stability and independent living for individuals or households affected by homelessness. Supportive Housing does not include emergency or overnight shelter facilities.
- B. “SUPPORTIVE SERVICES” means voluntary services made available to residents of housing to assist in achieving and maintaining housing stability and independent living. Supportive services may include, but are not limited to, housing, employment, health, and life-skills services that shall not alter the residential character of the Supportive Housing.

11-12D-3: SUPPORTIVE HOUSING DESIGNATION:

- A. Combination With Commercial Zone C-1: The S-H Zone shall be approved only as specified in this Article, and is subject to the following:
 - (1) The S-H Zone shall be used in combination with the C-1 Zone designated herein;
 - (2) The provisions of the S-H Zone shall become supplementary to the provisions of the C-1 Zone;
 - (3) The S-H Zone shall not be applied to a land area as an independent zone; and
 - (4) Property to which the S-H Zone has been applied shall be developed in conformance with this Article and with the requirements of the C-1 Zone.

- B. Designation On Official Zoning Map: The S-H Zone shall become a suffix to the C-1 Zone with which it is combined and shall be shown on the Official Zoning Map in parenthesis as “C-1 (S-H)” or written as “C-1 with S-H Overlay”.

11-12D-4: REVIEW PROCEDURE:

- A. Application: Application for a S-H Zone designation shall follow the procedures of a zoning map amendment as outlined in Chapter 6 of this Title, as amended.
- B. Review And Approval: Application for development in the S-H Zone shall be reviewed and approved according to the site plan review provisions outlined in Chapter 5 of this Title, as amended.

11-12D-5: STANDARDS AND REQUIREMENTS:

- A. Underlying Zone Requirements: S-H Zone developments shall meet the standards and requirements of the C-1 Zone. Where development standards of the S-H Zone differ from those of the C-1 Zone, the development shall comply with the S-H Zone standard.
- B. Maximum Units: A Supportive Housing facility shall contain no more than sixty (60) total dwelling units and shall not exceed a density of sixteen (16) dwelling units per acre.
- C. Maximum Height: Main buildings shall not exceed thirty-five feet (35') in height. The maximum number of stories above grade for a main building shall be two (2). Accessory buildings shall not exceed twenty feet (20') in height or the maximum height of the main building, whichever is less.
- D. On-Site Manager: An on-site manager is required to be at the facility twenty-four hours a day, seven days a week.
- E. On-Site Services: If on-site services are provided, they shall be for residents only.
- F. Landscaping And Open Space: A minimum of twenty-five (25%) of the total project area shall be provided as landscaped open space. All landscaping shall comply with the provisions of Chapter 21 of this Title.
- G. District Transition Buffer: Where adjacent to a single-family zone, a Supportive Housing facility shall be setback a minimum of twenty feet (20') from the rear and side property lines of single-family zoned properties. A landscape screen with fencing is required within the buffer and shall comply with the following:
 - 1. Screen Width: A minimum of six feet (6').
 - 2. Screen Location: Directly adjacent to the rear or side property line of single-family zoned properties.
 - 3. Screen Hedge: Continuous double row of shrubs required between shade trees.

4. Screen Hedge Composition: Double row of individual shrubs with a minimum height of 24", spaced no more than 36" on center.
 5. Screen Shade Trees: At least 1 medium or large shade tree every 40' within the landscape screen.
 6. Screen Fence Requirements: A six-foot (6') fence is required as part of the landscape screen along the property line. The fence shall be opaque and complement the Supportive Housing facility. Chain link with slats is not allowed.
- H. Parking: A Supportive Housing facility shall comply with the multi-family parking standards of Chapter 14 of this Title.
- I. Amenities: A Supportive Housing facility shall provide at least one (1) indoor and one (1) outdoor amenity such as, but not limited to the following:
1. An interior social area, such as a common kitchen/dining area, media room, or event room.
 2. An indoor fitness room.
 3. An outdoor plaza or playground.
 4. An outdoor grill area.
 5. An outdoor dog park.

11-12D-6: DEVELOPMENT AGREEMENT:

- A. Development Agreement: All projects in the S-H Zone shall include the approval of a development agreement in accordance with section 11-1-16 of this Title, as amended.



SUPPORTIVE HOUSING OVERLAY

Zoning Text Amendment



Background

- *State of Utah Planning & Legislation*
 - *Strategic Plan (Utah's Plan to Address Homelessness, 2023)*
 - *HB 499 (2023)*
 - *HB 298 & 421 (2024)*
- *Davis County*
 - *Opted to meet state requirements by establishing a permanent, year-round supportive housing facility*
 - *Facility intended for Permanent Supportive Housing (PSH) and Transitional Housing (TH)*
 - *PSH: 0-30% AMI, TH 0-60% AMI*
 - *PSH geared to those that may need lifetime of support (disability, elderly, etc)*

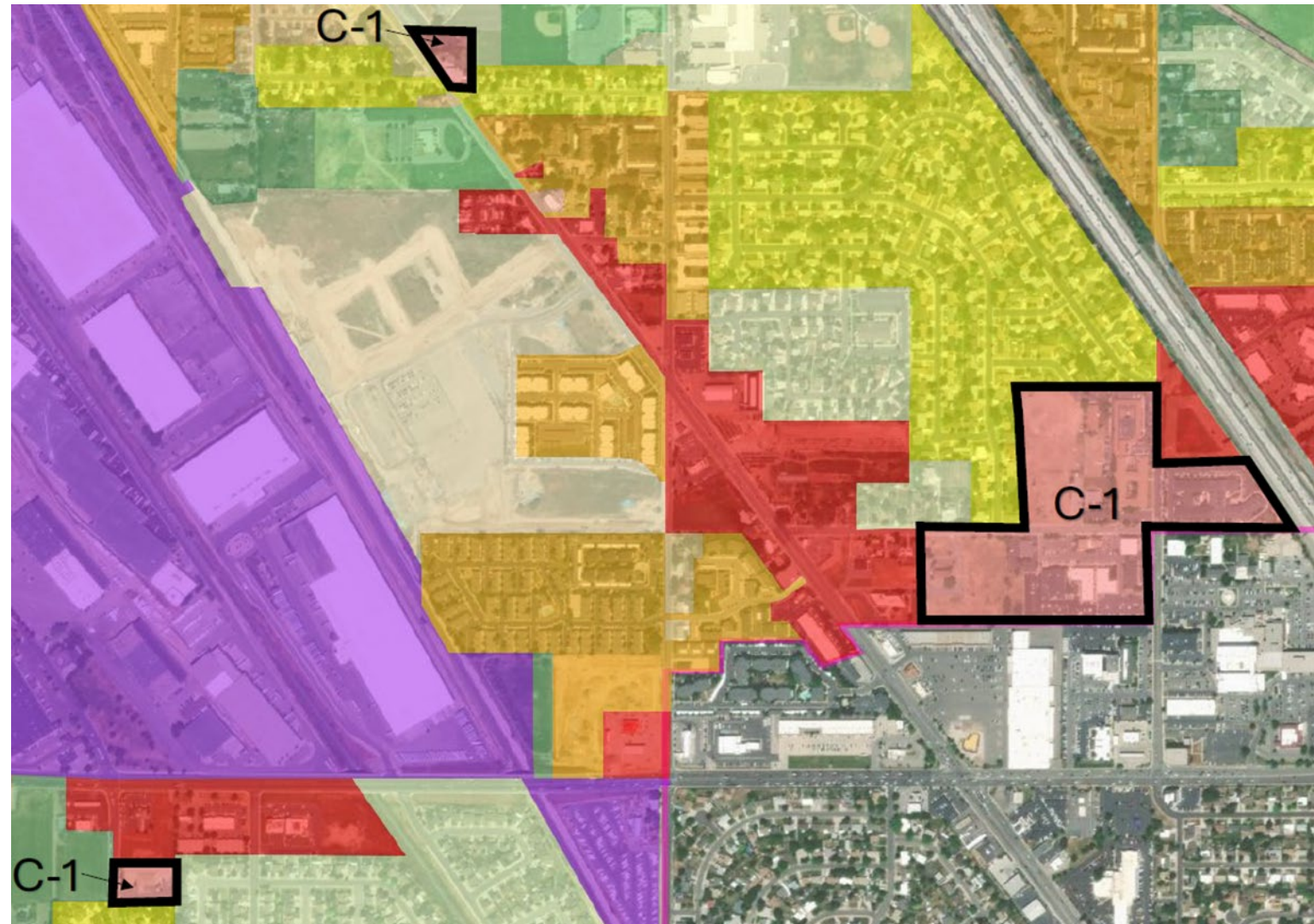


Davis County Supportive Housing

- *County has no plans for an emergency shelter*
 - *Doesn't do anything to address the root causes of homelessness*
- *Future Location*
 - *Location still unknown*
 - *Currently looking for a site*
- *County Supportive Housing Facility*
 - *Mixed TH/PSH*
 - *Planning 60 units*
 - *Have commitments for multiple agencies to provide services*

Clearfield Proposed S-H Overlay

- *S-H Overlay an option for properties in the C-1 Zone*





Clearfield Proposed S-H Overlay

- *To allow for supportive housing paired with ongoing support services intended to promote long-term stability for individuals affected by homelessness*
- *S-H Zone Process*
 - *Rezone, development agreement, site plan approval*
- *Development Standards*
 - *C-1 and S-H Zone standards apply*
 - *60 maximum units with density not to exceed 16 units/acre*
 - *35' max height and no more than 2 stories above grade*
 - *Onsite Manager required 24/7*
 - *Landscaped Open Space: 25%*
 - *District Transition Buffer when adjacent to single-family zone*
 - *Fencing and Landscape screen requirements*
 - *To provide at least one indoor and one outdoor amenity*



General Plan Analysis- Housing & Neighborhoods

- *Goal: Clearfield aspires to have a mix of housing choices*
- *Objective: Provide a range of housing types and neighborhoods to the Clearfield Community*
- *Strategies*
 - *HN-3: Prioritize integration of affordable & attainable housing options near and within Clearfield's key growth centers to enhance access to amenities, services, and transportation options*
 - *HN-7: Continue to collaborate with regional partners to promote healthy and active neighborhood environments and ensure access to essential services for residents of all ages, incomes, and abilities*



Planning Commission Recommendation & City Council Schedule

- *PC Recommendation: Approval*
- *CC Work Meeting: January 13th*
- *CC Public Hearing & Policy Meeting: January 27th*
- *Discussion or Questions?*

CLEARFIELD CITY ORDINANCE 2026-03

AN ORDINANCE REZONING THE PROPERTIES LOCATED AT APPROXIMATELY 160 SOUTH DEPOT STREET (TINS: 12-020-0034, 12-020-0047, 12-020-0033, AND 12-020-0144) FROM U-R (URBAN MIXED RESIDENTIAL) TO CV (CIVIC) AND AMENDING THE CLEARFIELD CITY ZONING MAP ACCORDINGLY.

PREAMBLE: This Ordinance rezones the properties located at approximately 160 South Depot Street (TINs: 12-020-0034, 12-020-0047, 12-020-0033, and 12-020-0144) from U-R (Urban Mixed Residential) to CV (Civic) and amends the City's Zoning Map to reflect the change.

WHEREAS, pursuant to an application received by the City's Community Development office, the City Council must consider a change in the zoning for the properties located at approximately 160 South Depot Street (TINs: 12-020-0034, 12-020-0047, 12-020-0033, and 12-020-0144); and

WHEREAS, after a public hearing on the matter, the Clearfield City Planning Commission recommended to the Clearfield City Council that the rezone be approved; and

WHEREAS, following proper notice, as set forth by State Law and the City's Land Use Ordinance, the City Council held a public hearing on the application for a change in the zoning for the property and allowed for public comment thereon; and

WHEREAS, after the public hearing, the City Council carefully considered any comments made during the public hearing, the applicant's position, as well as the Planning Commission's recommendation of approval regarding the proposed rezone; and

WHEREAS, following its public deliberation, the City Council has determined the zoning change listed below is in the best interest of Clearfield City and its residents and will most effectively implement the City's efforts to meet market changes and housing demand and affordability while allowing the subject property to be put to its highest and best use;

NOW, THEREFORE, be it ordained by the Clearfield City Council that:

Section 1. Zoning Changes: The zoning for the rear four acres of the properties located at approximately 160 South Depot Street (TINs: 12-020-0033, 12-020-0047, 12-020-0034, and 12-020-0144) in Clearfield City, Davis County, Utah, will be changed from U-R (Urban Mixed Residential) to CV (Civic).

Section 2. Amendments to Zoning Map: The Clearfield City Zoning Map will be amended to reflect the changes in zoning outlined in Section 1 above.

Section 3. Effective Date: This Ordinance shall become effective immediately upon its posting in three public places within Clearfield City.

Dated this 27th day of January, 2026, at the regularly scheduled meeting of the Clearfield City Council.

CLEARFIELD CITY CORPORATION

Mark R. Shepherd, Mayor

ATTEST

Nancy R. Dean, City Recorder

VOTE OF THE COUNCIL

AYE:

NAY:

CLEARFIELD CITY ORDINANCE 2026-02

AN ORDINANCE AMENDING TITLE 11 OF THE CLEARFIELD CITY CODE

PREAMBLE: This Ordinance enacts Title 11 – Land Use, Chapter 12 – Overlay Zones, Article D – Supportive Housing Overlay Zone (S-H)

BE IT ORDAINED BY THE CLEARFIELD CITY COUNCIL:

Section 1. Enactment:

Title 11 – Land Use, Chapter 12 – Overlay Zones, Article D – Supportive Housing Overlay Zone (S-H) is hereby enacted to read as follows:

ARTICLE D. SUPPORTIVE HOUSING OVERLAY

ZONE (S-H) 11-12D-1: PURPOSE:

The Supportive Housing Overlay Zone (S-H) is established to allow for the development of transitional and permanent supportive housing that is paired with ongoing support services intended to promote long-term well-being and housing stability for individuals who have experienced or are experiencing homelessness.

11-12D-2: DEFINITIONS:

The following words used in this Article are defined as follows:

- A. “SUPPORTIVE HOUSING” means residential housing combined with supportive services intended to promote housing stability and independent living for individuals or households affected by homelessness. Supportive Housing does not include emergency or overnight shelter facilities.
- B. “SUPPORTIVE SERVICES” means voluntary services made available to residents of housing to assist in achieving and maintaining housing stability and independent living. Supportive services may include, but are not limited to, housing, employment, health, and life-skills services that shall not alter the residential character of the Supportive Housing.

11-12D-3: SUPPORTIVE HOUSING DESIGNATION:

- A. Combination With Commercial Zone C-1: The S-H Zone shall be approved only as specified in this Article, and is subject to the following:
 - (1) The S-H Zone shall be used in combination with the C-1 Zone designated herein;
 - (2) The provisions of the S-H Zone shall become supplementary to the provisions of the C-1 Zone;
 - (3) The S-H Zone shall not be applied to a land area as an independent zone; and
 - (4) Property to which the S-H Zone has been applied shall be developed in conformance with this Article and with the requirements of the C-1 Zone.

- B. Designation On Official Zoning Map: The S-H Zone shall become a suffix to the C-1 Zone with which it is combined and shall be shown on the Official Zoning Map in parenthesis as “C-1 (S-H)” or written as “C-1 with S-H Overlay”.

11-12D-4: REVIEW PROCEDURE:

- A. Application: Application for a S-H Zone designation shall follow the procedures of a zoning map amendment as outlined in Chapter 6 of this Title, as amended.
- B. Review And Approval: Application for development in the S-H Zone shall be reviewed and approved according to the site plan review provisions outlined in Chapter 5 of this Title, as amended.

11-12D-5: STANDARDS AND REQUIREMENTS:

- A. Underlying Zone Requirements: S-H Zone developments shall meet the standards and requirements of the C-1 Zone. Where development standards of the S-H Zone differ from those of the C-1 Zone, the development shall comply with the S-H Zone standard.
- B. Maximum Units: A Supportive Housing facility shall contain no more than sixty (60) total dwelling units and shall not exceed a density of twenty (20) dwelling units per acre.
- C. On-Site Manager: An on-site manager is required to be at the facility twenty-four hours a day, seven days a week.
- D. On-Site Services: If on-site services are provided, they shall be for residents only.
- E. Landscaping And Open Space: A minimum of twenty-five (25%) of the total project area shall be provided as landscaped open space. All landscaping shall comply with the provisions of Chapter 21 of this Title.
- F. District Transition Buffer: Where adjacent to a single-family zone, a Supportive Housing facility shall be setback a minimum of twenty feet (20') from the rear and side property lines of single-family zoned properties. A landscape screen with fencing is required within the buffer and shall comply with the following:
 - 1. Screen Width: A minimum of six feet (6').
 - 2. Screen Location: Directly adjacent to the rear or side property line of single-family zoned properties.
 - 3. Screen Hedge: Continuous double row of shrubs required between shade trees.
 - 4. Screen Hedge Composition: Double row of individual shrubs with a minimum height of 24", spaced no more than 36" on center.
 - 5. Screen Shade Trees: At least 1 medium or large shade tree every 40' within the landscape screen.

6. Screen Fence Requirements: A six-foot (6') fence is required as part of the landscape screen along the property line. The fence shall be opaque and complement the Supportive Housing facility. Chain link with slats is not allowed.
- G. Parking: A Supportive Housing facility shall comply with the multi-family parking standards of Chapter 14 of this Title.
- H. Amenities: A Supportive Housing facility shall provide at least one (1) indoor and one (1) outdoor amenity such as, but not limited to the following:
 1. An interior social area, such as a common kitchen/dining area, media room, or event room.
 2. An indoor fitness room.
 3. An outdoor plaza or playground.
 4. An outdoor grill area.
 5. An outdoor dog park.

11-12D-6: DEVELOPMENT AGREEMENT:

- A. Development Agreement: All projects in the S-H Zone shall include the approval of a development agreement in accordance with section 11-1-16 of this Title, as amended.

Section 2. Repealer: Any provision or ordinances that are in conflict with this ordinance are hereby repealed.

Section 3. Effective Date: This Ordinance shall become effective immediately upon its posting in three public places within Clearfield City.

DATED this 27th day of January, 2026, at the regularly scheduled meeting of the Clearfield City Council.

CLEARFIELD CITY CORPORATION

Mark R. Shepherd, Mayor

ATTEST

Nancy R. Dean, City Recorder

VOTE OF THE COUNCIL

AYE:

NAY:



STAFF REPORT

TO: Mayor Shepherd and City Council Members

FROM: Tyson Stoddard, Planner

MEETING DATE: January 27, 2026

SUBJECT: Planning Commission Appointment

RECOMMENDED ACTION

Staff recommends that the City Council appoint Commissioner Dragon to fill a vacancy on the Planning Commission.

DESCRIPTION / BACKGROUND

Currently there are three vacancies on the Planning Commission, two for regular positions and one for an alternate position. Nicholas Dragon was appointed as an Alternate Planning Commissioner in October 2024. In his time on the Commission, he has attended meetings regularly and provided thoughtful input during discussions on various planning and land use topics. He has also had the opportunity to fill in on the dais and vote on a number of occasions. If appointed to fill the vacancy, the term would expire in February 2029.

CORRESPONDING POLICY PRIORITIES

- Providing Quality Municipal Services

The appointment from an alternate to a regular member of the Planning Commission supports the policy priority of "Providing Quality Municipal Services" by placing interested and experienced community members in a position of responsibility. These residents provide valuable insight and experience that will continue to have a positive impact on the city as they continue to serve on the Planning Commission.

HEDGEHOG SCORE

Not considered

FISCAL IMPACT

N/A

ALTERNATIVES

Each Planning Commission member is appointed by the Mayor, subject to the advice and consent of the City Council. The Mayor and City Council may decide to not appoint Commissioner Dragon and to appoint another individual after the application and interview process that is currently under way to fill additional vacancies.

SCHEDULE / TIME CONSTRAINTS

Nicholas Dragon's current term as an Alternate Commissioner expires in February 2026.

LIST OF ATTACHMENTS

-

TERM EXPIRATION	NAME – ROLE	STATUS
February 2026	Vacant – Regular	Vacant
February 2026	Vacant – Alternate	Vacant
February 2026	Nicholas Dragon – Alternate	Filled
February 2027	Brogan Fullmer – Chair	Filled
February 2027	Robert Browning – Vice Chair	Filled
February 2027	Chad Mortensen – Regular	Filled
February 2028	Kathryn Murray – Regular	Filled
February 2028	Riley Wheeler – Regular	Filled
February 2028	Vacant – Regular	Vacant
June 2026	Jane Budd – Youth Commission Ambassador	Filled