



SYRACUSE CITY
Syracuse City Council Regular Meeting Agenda
February 9, 2016 – 7:00 p.m.
City Council Chambers
Municipal Building, 1979 W. 1900 S.

1. Meeting called to order
Invocation or thought
Pledge of Allegiance
Adopt agenda
2. Presentation of the Syracuse City and Wendy's "Award for Excellence" to Jakob Worthen and Katelyn Nielson.
3. Recognition: Presentation of completion certificates to recent CERT trainees.
4. Approval of Minutes:
 - a. Work Session of January 12, 2016
 - b. Regular Meeting of January 12, 2016
 - c. Work Session of January 26, 2016
 - d. Special Meeting of January 26, 2016
5. Public Comment: This is an opportunity to address the Council regarding your concerns or ideas. Please limit your comments to three minutes.
6. Proposed Resolution R16-02 appointing members to the Syracuse City Parks Advisory Committee.
7. Proposed Resolution R16-10 designating and appointing certain appointed officers of Syracuse City.
8. Proposed Resolution R16-06 appointing City Councilmembers to various committee positions and assignments.
9. Proposed Resolution R16-12 authorizing Syracuse City Police Department to apply property in the Police Department's possession to public interest use and designating a specific public interest use for this property.
10. Proposed Ordinance 16-09 approving amendments to the bylaws of the Planning Commission.
11. Proposed Ordinance 16-08 rezoning property located at approximately 1679 Marilyn Drive from R-3 Residential to Neighborhood Services.
12. Preliminary and Final Subdivision Approval, CVS Plaza, located at approximately 1974 W. 1700 S.
13. Proposed Ordinance 15-27 amending various sections of Title 10 of the Syracuse City Municipal Code pertaining to Industrial Architecture Standards.
14. Proposed Ordinance 16-03 amending Title Nine of the Syracuse City Code pertaining to penalties for violations.
15. Proposed Ordinance 16-07 amending title Four of the Syracuse City Code pertaining to lift stations.
16. Public Hearing – Transportation Impact Fees:
 - a. Proposed Ordinance 16-05 amending an impact fee facilities plan and an impact fee analysis for Transportation; providing for the calculation and collection of such fees; providing for appeal, accounting, and severability of the same; and other related matters.
 - b. Proposed Ordinance 16-06 amending various sections of Title XIII of the Syracuse City Code pertaining to impact fees.
 - c. Proposed Resolution R16-07 updating and amending the Syracuse City Consolidated Fee Schedule by making adjustments to the Transportation Impact Fees.
17. Public Hearing – Proposed Resolution R16-08 adjusting the Syracuse City budget for the fiscal year ending June 30, 2016.
18. Proposed Resolution R16-09 revising and updating the Fiscal Year 2015-2016 wage scale.
19. Proposed Resolution R16-03 amending the Syracuse City Mission Statement and identifying 10-year vision statements City-wide and for each City Department.
20. Public Comment: This is an opportunity to address the Council regarding your concerns or ideas. Please limit your comments to three minutes.
21. Councilmember Reports.

22. Mayor Report.
23. City Manager Report.
24. Consideration of adjourning into Closed Executive Session pursuant to the provisions of Section 52-4-205 of the Open and Public Meetings Law for the purpose of discussing the character, professional competence, or physical or mental health of an individual; pending or reasonably imminent litigation; or the purchase, exchange, or lease of real property (roll call vote).
25. Adjourn.

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In compliance with the Americans Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the City Offices at 801-825-1477 at least 48 hours in advance of the meeting.

**CERTIFICATE OF POSTING**

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Syracuse City limits on this 4<sup>th</sup> day of February, 2016 at Syracuse City Hall on the City Hall Notice Board and at <http://www.syracuseut.com/>. A copy was also provided to the Standard-Examine on February 4, 2016.

CASSIE Z. BROWN, CMC  
SYRACUSE CITY RECORDER



# COUNCIL AGENDA

February 9, 2016

## Agenda Item #2

Presentation of the Syracuse City and Wendy's "Award for Excellence" to Jakob Worthen and Katelyn Nielson for the month of February 2016.

### *Factual Summation*

- Any questions regarding this item can be directed at CED staff. Please see the attached memos regarding the Award recipients for February 2016.

### *Recommendation*

The Community & Economic Development Department hereby recommends that the Mayor and City Council present the "Syracuse City & Wendy's Award for Excellence" to Jakob Worthen and Katelyn Nielson for the month of February.



**Mayor**  
Terry Palmer

**City Council**  
Brian Duncan  
Craig Johnson  
Karianne Lisonbee  
Douglas Peterson  
Larry D. Shingleton

**Interim City Manager**  
Steve Marshall

## MEMORANDUM

**To:** Mayor and City Council

**From:** Community & Economic Development Department

**Date:** February 09, 2016

**Subject:** Presentation of the Syracuse City & Wendy's Award for Excellence to Jakob Worthen and Katelyn Nielson

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### Background

The City wishes to recognize citizens who strive for excellence in athletics, academics, arts and/or community service. To that end, in an effort to recognize students and individuals residing in the City, the Community and Economic Development, in conjunction with Jeff Gibson, present the recipients for the "Syracuse City & Wendy's Award for Excellence."

### "Syracuse City & Wendy's Award for Excellence"

This monthly award recognizes the outstanding performance of a male and female who excel in athletics, academics, arts and/or community service. The following are the individuals selected for the award and the reasoning for their selection:

Jakob Worthen:

Jakob is a very enthusiastic and helpful student at Syracuse Arts academy. He is always willing to help others. He plays football for Syracuse Storm and is very hard working. He shows great sportsmanship and is a team player. Jakob also works hard in the classroom and is a great student with a big heart and a big smile for everyone!

Katelyn Nielson:

Katelyn excels in academics and always puts forth exceptional effort. She always takes the initiative and has an amazing work ethic. Katelyn always strives for excellence in everything that she does. With such passion and drive she has a great future ahead of her!

Both students were nominated by Syracuse Arts Academy Staff

Both students will:

- Receive a certificate and be recognized at a City Council meeting
- Have their picture put up in City Hall and the Community Center
- Have a write up in the City Newsletter, Facebook, Twitter, and website
- Be featured on the Wendy's product TV
- Receive \$10 gift certificate to Wendy's

### **Recommendation**

The Community & Economic Development Department hereby recommends that the Mayor and City Council present the "Syracuse City & Wendy's Award for Excellence" to Jakob Worthen and Katelyn Nielson



# COUNCIL AGENDA

February 9, 2016

Agenda Item #3

Recognition: Presentation of completion certificates to recent CERT trainees.

### *Factual Summation*

- Any question regarding this agenda item may be directed at Fire Chief Froerer.
- The Fire Department recently hosted a CERT Course, which is a program that prepares participants to be able to help themselves, their family and their neighbors in the event of a disaster. CERT teams also help the community year-round by helping with community emergency plans, neighborhood exercises, preparedness outreach, and workplace safety. In addition to supporting emergency responders during a disaster, the CERT program builds strong working relationships between emergency responders and members of our community.
- Completion certificates will be presented to: Branden Piper, Bennett Fraser, Bruce Hassard, Bill Mott, Donald Cramer, Kyle Lashley, Alice Benard, Pollyanna Barss, Katie Schofield, Rachel Jenkins.



# COUNCIL AGENDA

February 9, 2016

Agenda Item #4

Approval of Minutes.

***Factual Summation***

- Please see the draft minutes of the following meeting(s):
  - a. Work Session Meeting of January 12, 2016.
  - b. Regular Meeting of January 12, 2016.
  - c. Work Session Meeting of January 26, 2016
  - d. Special Meeting of January 26, 2016
  
- Any question regarding this agenda item may be directed at Cassie Brown, City Recorder.

Minutes of the Syracuse City Council Work Session Meeting, January 12, 2016

Minutes of the Work Session meeting of the Syracuse City Council held on January 12, 2016, at 6:00 p.m., in the Council Work Session Room, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Andrea Anderson  
Corinne N. Bolduc  
Mike Gailey  
Karianne Lisonbee  
Dave Maughan

Mayor Terry Palmer  
City Manager Brody Bovero  
City Recorder Cassie Z. Brown

City Employees Present:  
Finance Director Steve Marshall  
City Attorney Paul Roberts  
Community and Economic Development Director Brigham Mellor  
Public Works Director Robert Whiteley  
Fire Chief Eric Froerer  
Parks and Recreation Director Kresta Robinson  
Police Lieutenant Heath Rogers

The purpose of the Work Session was to review the agenda for the business meeting to begin at 7:00 p.m.; review the following items forwarded by the Planning Commission: Proposed General Plan Amendment for Parcel #12-046-0172; Proposed Ordinance 16-01 rezoning property located at approximately 4500 W. 1400 S. from A-1 Agriculture to R-1 Residential; Proposed Ordinance 16-02 rezoning property located at approximately 1000 W. 3700 S. from A-1 Agriculture/Industrial to Industrial/General Commercial; Final Subdivision Approval – Piper Glen, located at approximately 1000 W. 3231 S.; Final Subdivision Approval – The Bluff at Lakeview Farms Phase 2, located at approximately 3000 W. 700 S.; have a discussion regarding Planning fees; discuss potential Code Enforcement regulation amendments; discuss Transportation Impact Fee Facilities Plan and Impact Fee Analysis; review agenda item 15, proposed resolution pertaining to City mission statement, vision statements, and budgetary goals; review agenda items 16-18, proposed resolutions formalizing Council appointments and assignments; and discuss Council business.

[6:04:05 PM](#)

**Agenda review**

Mayor Palmer briefly reviewed the agenda for the business meeting to begin at 7:30 p.m.

1 [6:04:25 PM](#)

2 **Review items forwarded by the Planning Commission:**

3 **Proposed General Plan Amendment for Parcel #12-046-**

4 **0172.**

5 A staff memo from the Community and Economic Development (CED) Department explained the Applicant (Focus  
6 Realty) met with the City Staff and Councilwoman Lisonbee on December 14<sup>th</sup>, 2015 and asked that the general plan map be  
7 opened permitting that parcel #120460127 (36 acres which is presently in unincorporated Davis County) be General Planned  
8 R-2 instead of R-1.

9 *10.20.060 General plan amendments.*

10 *(E) Applications for general plan text or general plan map amendments outside of the open amendment*  
11 *period shall be considered as provided in this subsection:*

12 *(3) The Council may, after proper notice, authorize the consideration of the applicant's*  
13 *amendment outside of the open amendment period only if any of the following apply:*

14 *(c) The Council finds that the proposed development has the potential to confer a*  
15 *substantial benefit on the City.*

16 The memo included a note indicating the Council is not being asked to amend the general plan at this time. The  
17 request is only to authorize the consideration of the applicant's amendment outside of the open amendment period. If the City  
18 Council approves consideration of the approved amendment, the applicant will be referred to the Planning Commission, who  
19 will provide a General Plan recommendation. If the City Council denies consideration, the applicant will be required to wait  
20 until January 1, 2017 for the General Plan to be opened, or they have to make do with the R-1 for when they are annexed into  
21 the City.

22 [6:04:43 PM](#)

23 CED Director Mellor reviewed the staff memo.

24 [6:07:04 PM](#)

25 Councilmember Lisonbee noted the applicant has agreed to certain contingencies if their application is to be  
26 accepted. She stated that she would prefer that the record show that the special exception, if granted, is given due to the fact

1 that this action is being taken within one month of closing the General Plan rather than indicating that the action is based  
2 upon the fact that the project would provide a substantial benefit to the City. She stated she does not want to set precedence  
3 with this application.

4 [6:09:29 PM](#)

5 Councilmember Gailey disclosed that he is related to the Criddle family by marriage.

6 [6:09:36 PM](#)

7 Councilmember Maughan asked if an unincorporated property is one that is not included in the City's boundaries, to  
8 which Mr. Mellor answered yes. Councilmember Maughan asked how the City would have any control over a property that  
9 has not yet been annexed into the City and he asked if it would be more appropriate to wait to consider this action until the  
10 property has been annexed. City Manager Bovero stated the property is included in the City's annexation policy plan and the  
11 City has the authority to include planning information for the property in the General Plan. The action before the Council  
12 tonight could be carried out before or after the annexation, but a recently adopted City ordinance indicates that the zoning of  
13 a property must match the General Plan land use designation before development can occur and changing the General Plan at  
14 this time would allow the property owner to seek that zoning upon annexation. He stated that this action does not bind the  
15 City to annex the property. Mr. Mellor added that as a developer it does not make much sense to proceed with the costly  
16 annexation process until they are aware what the zoning of the property will be and the best way to do that is to determine the  
17 land use designation in the General Plan. City Recorder Brown noted that it is most common to determine the zoning of a  
18 property upon annexation and the zoning is based upon the General Plan land use designation. She stated that she understands  
19 that this is a unique situation and the Council can determine whether it is appropriate to consider amending the General Plan  
20 land use designation prior to annexation.

21 [6:12:59 PM](#)

22 Councilmember Gailey stated he would like to include some sort of provision in the City's ordinance to provide a  
23 specified amount of time after which the General Plan is closed that certain applications may still be considered.  
24 Councilmembers Gailey and Lisonbee agreed. The Council engaged in a brief discussion regarding the appropriate amount  
25 of time during which additional applications could be considered based upon special circumstances, ultimately concluding  
26 that they were comfortable providing a 90-day period for which special circumstances.

27

1 [6:18:53 PM](#)

2 **Review items forwarded by the Planning Commission:**

3 **Proposed Ordinance 16-01 rezoning property located at**

4 **approximately 4500 W. 1400 S. from A-1 Agriculture to**

5 **R-1 Residential.**

6 A staff memo from the Community and Economic Development (CED) Department provided the following  
7 information about the application:

8 Location: 4500 W. 1400 S.

9 Current zoning: A-1 Agriculture

10 Requested zoning: R-1 Residential

11 General plan: R-1 Residential

12 Total area: 27.939 acres

13 The applicant would like to rezone from A-1 Agriculture to R-1 Residential to accommodate single family  
14 development with 2.3 lots per acre density. This type of development would be similar to the surrounding single  
15 family developments which are also zoned R-1 Residential. This property does have several easements recorded on it  
16 that will need to be reviewed prior to future development. The general plan was recently amended to R-1 Residential  
17 by the City Council on December 8, 2015.

18 The Planning Commission moved to recommend approval on January 5, 2016, to rezone the property located  
19 at 4500 W 1400 S from A-1 Agriculture to R-1 Residential, subject to all applicable requirements of the City's  
20 municipal codes, with a unanimous vote.

21 [6:19:04 PM](#)

22 CED Director Mellor reviewed the staff memo.

23 [6:19:46 PM](#)

24 Councilmember Lisonbee stated that she was contacted by citizens living near the subject property who indicated  
25 they would like for the open space to be preserved, but it is her opinion that while open space is lovely, the City does not  
26 have the right to prohibit a property owner from developing their land especially considering the requested project is in line

1 with the General Plan for the property. Mayor Palmer stated he was also contacted and he informed the resident that the  
2 property will be low density and the homes built there will be very nice. The Council engaged in a brief discussion regarding  
3 additional potential development options near the subject property.

4  
5 [6:22:35 PM](#)

6 **Review items forwarded by the Planning Commission:**

7 **Proposed Ordinance 16-02 rezoning property located at**

8 **approximately 1000 W. 3700 S. from A-1**

9 **Agriculture/Industrial to Industrial/General Commercial.**

10 A staff memo from the Community and Economic Development (CED) Department provided the following  
11 information about the application:

12 Location: 1000 W. 3700 S.

13 Current zoning: A-1/Industrial

14 Requested zoning: Industrial/General Commercial

15 General plan: General Commercial/Industrial

16 Total area: 19.47 acres

17 The applicant would like to rezone the current zoning from A-1 Agriculture/Industrial to Industrial/ General  
18 Commercial which is in line with the General Plan Map. This would allow for future development of the property. The  
19 applicant stated this plan has been in process for over 10 years. The Planning Commission moved to recommend  
20 approval on January 5, 2016, to rezone the property located at 1000 W S 3700 S from A-1 Agriculture and Industrial to  
21 General Commercial and Industrial, subject to all applicable requirements of the City's municipal codes, with a  
22 unanimous vote.

23 [6:22:45 PM](#)

24 CED Director Mellor reviewed the staff memo.

25 [6:24:56 PM](#)

1 Mayor Palmer asked if the property owner understands that his property taxes will increase substantially as a result  
2 of the requested rezone. TJ Jensen stated that the property is considered greenbelt and his taxes will not increase.

3  
4 [6:25:47 PM](#)

5 **Review items forwarded by the Planning Commission:**

6 **Final Subdivision Approval – Piper Glen, located at**

7 **approximately 1000 W. 3231 S.**

8 A staff memo from the Community and Economic Development (CED) Department provided the following  
9 information about the application:

10 Zone: R-2 Residential

11 Applicant: Compass Group LLC

12 Acreage: 3.503

13 Lots: 9

14 **Public Meeting Outline**

15 Rezone Approval

16 Planning Commission February 18, 2014

17 City Council March 11, 2014

18 Concept Plan Staff Meeting March 18, 2015

19 Preliminary Plan Approval

20 Planning Commission April 1, 2014

21 Final Plan Approval

22 Planning Commission May 6, 2014

23 City Council May 13, 2014

24 Final Plan Extension April 21, 2015

25 The Piper Glen Subdivision was granted an extension on April 21, 2015 giving the developer until November 13, 2015.  
26 At such time, subsequent action by the developer to proceed with off-site construction did not occur within the 18-month extended

1 period following initial approval. The plat and construction drawings must be resubmitted and become subject to re-approval  
2 under the latest City ordinances and specifications. Currently there are no changes to the application as it still meets the current  
3 specifications of city code. Due to the fact that there were no changes to the plans the developer is requesting a waiver for the final  
4 application fees. The Planning Commission moved to recommend approval on January 5, 2016, for the final subdivision approval  
5 of Piper Glen, located at 1000 W 3231 S, subject to all applicable requirements of the City’s municipal codes, with a unanimous  
6 vote.

7 [6:25:54 PM](#)

8 CED Director Mellor reviewed the staff memo.

9 [6:26:56 PM](#)

10 Councilmember Lisonbee stated she is comfortable waiving fees for the project, but she would like to ensure that a  
11 fee is charged to cover staff time spent on the project. Councilmember Maughan inquired as to what type of staff work will  
12 be required. Mr. Mellor provided information about staff work done on the application, after which the Council and staff  
13 concluded to retain a minimal amount – to be determined in the business meeting – to cover reduced staff oversight of the  
14 application.

15  
16 [6:31:36 PM](#)

17 **Review items forwarded by the Planning Commission:**

18 **Final Subdivision Approval – The Bluff at Lakeview**

19 **Farms Phase 2, located at approximately 3000 W. 700 S.**

20 A staff memo from the Community and Economic Development (CED) Department provided the following  
21 information about the application:

22 Zone: R-2 & R-3 Residential

23 Applicant: Lakeview Farm, LLC

24 Phase Acreage: 10.442

25 Phase 1 Requested Lots: 30

26 Total Acreage: 47.2



1 Councilmember Lisonbee referenced the plat map for the subject property and identified two lots to the north and  
2 east that are not included in phase two or three; she asked if those lots are already built upon or if they will be included in a  
3 future phase four. The applicant, Mike Bastian, identified the area encompassed in phases two and three and noted the  
4 property referenced by Councilmember Lisonbee is included in phase one of the project.

5  
6 [6:34:07 PM](#)

7 **Review items forwarded by the Planning Commission:**

8 **Discussion regarding Planning fees.**

9 A staff memo from the Community and Economic Development (CED) Department discussed two proposed fee  
10 adjustments:

11 *Item 1: There exist instances where the staff is faced with a situation where it is appropriate to waive the admin fee*  
12 *associated with an abatement. Rather than bring each and every instance back to the council we would like the opportunity*  
13 *to waive that particular fees at our discretion.*

14  
15 Item 2 There are new fees that need to be added to the fee schedule because of recent ordinance changes.

16 Minor subdivision application \$575

17 Per lot \$75

18 Revision fee \$250

19 Per lot \$50

20  
21 General Plan Amendment \$400

22 The memo concluded staff recommends the Council give staff the option of waiving abatement administration fees  
23 when the need arises, without being required to come before the Council. Staff also requested approval of the new fees  
24 suggested associated with recent ordinance amendments, but it will be necessary to include these fees in a future fee  
25 scheduled amendment following a public hearing.

26 [6:34:15 PM](#)

1 CED Director Mellor reviewed the staff memo.

2 [6:37:10 PM](#)

3 Councilmember Maughan inquired as to how often it becomes necessary to consider a waiver of abatement  
4 administration fees. Mr. Mellor stated this is the first time a waiver has been requested and he provided additional details  
5 regarding the reasoning behind staff's recommendation to waive the fee. Councilmember Maughan stated that if it is unlikely  
6 that this issue will occur on a frequent basis, he would prefer that the law not be changed and that any future requests come to  
7 the Council. Mr. Mellor stated he is comfortable with that process. He asked if the Council is comfortable with the fee waiver  
8 in this instance, to which the Council answered yes.

9

10 [6:40:40 PM](#)

11 **Discussion regarding potential Code Enforcement**  
12 **regulation amendments.**

13 A staff memo from the Community and Economic Development (CED) Department explained that at the Council's  
14 request the city staff has identified the sources of most code violations:

- 15 a. Snow Removal  
16 b. Inoperable vehicles  
17 c. Hard Surfaces and vehicles  
18 d. Junk/outdoors storage  
19 e. Weed abatement  
20 f. Trailers parked in street

21 The memo asked how the Council would like to proceed in amending or enforcing these violations. The memo  
22 summarized the proposed amendment to take place during the January 12, 2016 meeting:

23 4.05.060 Street and sidewalk cleanliness.

- 24 • Timeline for snow removal after storm ends.  
25 • If it not removed by property owner, how long do we wait to take care of it through abatement?

1 (A) It shall be the duty of the owner or occupant of private property fronting upon a public sidewalk to remove all weeds  
2 and noxious vegetation from such property and in front thereof to the curb line of the street and to keep the  
3 sidewalks in front of such property free from dirt, litter, snow, ice or obstructions. In the case of snow and ice  
4 removal:

- 5 i. Snow and ice must be removed from the sidewalk within \_\_\_ hours from the end of each snow  
6 storm;
- 7 ii. The city shall provide verbal or written notice to the property owner or a responsible person at the  
8 address. Notice may also be provided by posting on the front door or a fence if attempts at  
9 providing verbal or written notice are unsuccessful; and
- 10 iii. Notwithstanding any other provision in this code related to notice and abatement procedures,  
11 within \_\_\_\_\_ hours after that notice is provided or posted, the City shall be authorized to abate the  
12 violation, and assess the actual costs of snow removal to the property owner, as well as an  
13 administrative fee listed in the consolidated fee schedule. The City shall follow all other  
14 procedures in the code related to collecting the costs of abatement.

15 The memo summarized further amendments and actions requested by staff:

16 Step 1: Form a subcommittee made up of two Council members, the Mayor, and CED staff that will evaluate the  
17 code and make recommendations for changes.

18 Step 2: The summary of these changes is brought before the Council in a public meeting, and the committee receives  
19 recommendation from the full Council on the recommendations.

20 Step 3: A developed draft of the ordinance amendments is brought to the Council. Comments are incorporated into  
21 the ordinance.

22 Step 4: Final draft is adopted.

23 [6:40:51 PM](#)

24 CED Director Mellor reviewed the staff memo.

25 [6:44:16 PM](#)

26 Councilmember Anderson stated she feels it is important to differentiate between daytime and nighttime hours in the  
27 event a storm ends in the middle of the night. She added that the proposed ordinance amendment also indicates that a

1 responsible person at a given property is required to handle snow removal, but she felt it necessary to better define  
2 'responsible person' by possibly adding an age to the ordinance.

3 [6:44:51 PM](#)

4 Councilmember Lisonbee added that she feels giving people permission not to shovel snow within 24 hours of a  
5 storm creates more liability for the City. She stated it may be better to be vague and indicate that snow should be removed in  
6 a reasonable amount of time. Councilmember Maughan added that the City's liability may be further increased if the City  
7 assumes the responsibility for removing snow if a property owner has failed to do so after 24 hours. He stated it may not  
8 always be possible for the City to handle that snow removal and he fears that may relieve the property owner of all liability.  
9 City Attorney Roberts noted that according to Utah Law, the property owner and the City have liability for sidewalks. He  
10 then addressed the concerns regarding including a time frame in the ordinance and stated the question the Council must ask is  
11 what the City's duty is and what standard of care does the Council want to impose. He stated that whether the time period is  
12 24 hours or 48 hours, the clock will not start until the City receives notification of the problem. He stated the recommended  
13 ordinance language simply provides residents with a good guideline relative to removing snow from a sidewalk. The Council  
14 engaged in a high level discussion regarding the proposed ordinance amendment, after which Councilmember Lisonbee  
15 stated that she would like for the regulations to be imposed upon other government entities wherever possible.

16  
17 [6:53:08 PM](#)

18 **Discussion regarding Transportation Impact Fee**

19 **Facilities Plan and Impact Fee Analysis.**

20 A staff memo from the Finance Director explained the City is currently in the process of evaluating and updating our  
21 impact fee plans for Syracuse City. This update is to our transportation impact fee plan. Historically the City has charged a  
22 transportation impact fee. This update is a requirement of the impact fee law. Below is a table that compares our current  
23 impact fees with the proposed fees:

| Fees    | Industrial | SFD     | MFD   | Assist<br>Living | Hotel | Church  | General<br>Office | Retail /<br>Shopping |
|---------|------------|---------|-------|------------------|-------|---------|-------------------|----------------------|
| Current | \$668      | \$1,131 | \$705 | -                | -     | \$2,428 | \$2,428           | \$2,328              |

|          |       |       |       |       |       |       |         |         |
|----------|-------|-------|-------|-------|-------|-------|---------|---------|
| Proposed | \$612 | \$743 | \$488 | \$255 | \$444 | \$685 | \$1,085 | \$2,703 |
|----------|-------|-------|-------|-------|-------|-------|---------|---------|

1 Staff has provided an additional comparison of 21 other cities that charge a transportation impact fees; Syracuse City  
2 is lower than the average for every category of impact fee. Impact fees can be charged to new development to help pay a  
3 proportionate share of the cost of planned facilities needed to serve the growth and development of the city. Impact fees are  
4 allowed per Utah Code 11-36A. Under that code, there are two separate plans required in order to charge a public safety  
5 impact fee. They are the Impact Fee Analysis and the Impact Fee Facilities Plan. An impact fee enactment ordinance is also  
6 required. The proposed ordinance will be brought to the City Council on February 9, 2016.

7 According to Utah Code 11-36a-301:

8 *(1) Before imposing an impact fee, each local political subdivision or private entity shall, except as*  
9 *provided in Subsection (3), prepare an **impact fee facilities plan** to determine the public facilities required to serve*  
10 *development resulting from new development activity.*

11  
12 According to Utah Code 11-36a-303:

13 *(1) Subject to the notice requirements of Section 11-36a-504, each local political subdivision or private*  
14 *entity intending to impose an impact fee shall prepare a **written analysis** of each impact fee.*

15  
16 11-36a-401. Impact fee enactment.

17 *(1) (a) A local political subdivision or private entity wishing to impose impact*  
18 *fees shall pass an **impact fee enactment** in accordance with Section 11-36a-402.*

19 *(b) An impact fee imposed by an impact fee enactment may not exceed the* highest  
20 *fee justified by the impact fee analysis.*

21 *(2) An impact fee enactment may not take effect until **90 days** after the day on*  
22 *which the impact fee enactment is approved.*

23  
24 Staff is providing the draft Impact Fee Analysis (IFA) and Impact Fee Facilities Plan (IFFP) to review between now  
25 and February 9, 2016. Staff would like to set a public hearing for February 9, 2016 and have a detailed discussion on the  
26 proposed changes during that hearing. Staff will be providing an ordinance update at the meeting on February 9, 2016; if the

1 ordinance is approved along with the IFA and IFFP there will be a 90 day protest period before the ordinances and fee  
2 schedule would take effect. This would mean the earliest effective date would be May 9, 2016.

3 The memo concluded staff recommends the City Council accept for review the IFA and IFFP and set the public  
4 hearing for February 9, 2016 for approval of the ordinance and updates to the transportation impact fees.

5 [6:53:24 PM](#)

6 Finance Director Marshall reviewed his staff memo.

7

8 [6:55:22 PM](#)

9 **Review agenda item 15, proposed resolution pertaining**  
10 **to City mission statement, vision statements, and**  
11 **budgetary goals.**

12 A staff memo from the City Manager referenced a draft resolution regarding the amendment of the City's mission  
13 statement, establishment of 10-year vision statements, and FY2017 budgetary goals.

14 [6:55:33 PM](#)

15 Mr. Bovero reviewed the staff memo and the proposed resolution.

16 [6:56:50 PM](#)

17 The Council engaged in a high level discussion regarding the goals included in the draft document, with a focus on  
18 item two, which calls for a formal first and second reading of all new or amended ordinances prior to adoption. The Council  
19 ultimately concluded to continue discussion of the proposed resolution during the business meeting. Mr. Bovero stated the  
20 resolution may require additional deliberation and he supports the Council's desire to do so.

21

22 **Review agenda items 16-18, proposed resolutions**  
23 **formalizing Council appointments and assignments.**

24 There was not sufficient time to discuss this item.

25

1 **Council business**

2           There was not sufficient time for Council business.

3

4

5           The meeting adjourned at 7:11 p.m.

6

7

8 \_\_\_\_\_  
9 Terry Palmer  
10 Mayor

\_\_\_\_\_

Cassie Z. Brown, CMC  
City Recorder

10

11 Date approved: \_\_\_\_\_

Minutes of the Syracuse City Council Regular Meeting, January 12, 2016

Minutes of the Regular meeting of the Syracuse City Council held on January 12, 2016 at 7:00 p.m., in the Council Chambers, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Andrea Anderson  
Corinne N. Bolduc  
Mike Gailey  
Karianne Lisonbee  
Dave Maughan

Mayor Terry Palmer  
City Manager Brody Bovero  
City Recorder Cassie Z. Brown

City Employees Present:  
City Attorney Paul Roberts  
Finance Director Steve Marshall  
Community Development Director Brigham Mellor  
Public Works Director Robert Whiteley  
Fire Chief Eric Froerer  
Parks and Recreation Director Kresta Robinson  
Police Lieutenant Heath Rogers

7:19:42 PM

1. Meeting Called to Order/Adopt Agenda

Mayor Palmer called the meeting to order at 7:37 p.m. as a regularly scheduled meeting, with notice of time, place, and agenda provided 24 hours in advance to the newspaper and each Councilmember. Councilmember Anderson provided an invocation. A local Boy Scout then led all present in the Pledge of Allegiance.

7:21:32 PM

COUNCILMEMBER MAUGHAN MOVED TO REMOVE ITEMS FIVE AND SIX FROM THE AGENDA AND ADOPT THE AGENDA WITH THAT CHANGE. COUNCILMEMBER BOLDUC SECONDED THE MOTION.

7:21:58 PM

Councilmember Maughan stated that the Council has discussed the idea of reviewing the scope and mission of each committee in the City and he would like to do that before appointing people to any committee. Mayor Palmer stated he is concerned about delaying appointments to the Parks Advisory Committee (PAC) as they are working on items that have budget implications. City Manager Bovero agreed and stated the PAC has been asked to make recommendations regarding the Parks Master Plan and that will have budget implications; it is necessary to have those recommendations in order to proceed with development of the Parks and Recreation budget for the next fiscal year. However, he has adjusted the budget

1 review schedule to move the Parks and Recreation budget later in the process in order to accommodate Councilmember  
2 Maughan's request to further discussion the mission and scope of various committees. Mayor Palmer addressed the  
3 recommended appointments to the Arts Council and stated that it is his understanding one of the people to be appointed is  
4 already active with the Council. Mr. Bovero stated that is correct and the Arts Council would like to appoint the person and  
5 make them the president of the Arts Council; that body is working to develop their summer programming.

6 [7:25:08 PM](#)

7 Councilmember Maughan further explained that he would like to review and discuss the scope and mission of each  
8 committee in the City; the Council may choose to alter the mission and scope of one or all committees and he would like to  
9 have that done before choosing to appoint new members as there may be others in the community with skill sets better suited  
10 for the committees with updated missions.

11 [7:26:41 PM](#)

12 The Council engaged in discussion about the importance of immediately importing members to the PAC or Arts  
13 Council, after which Councilmember Lisbonee asked Councilmember Maughan to amend his motion to allow the Council to  
14 act on the Arts Council appointments in order to allow that body to better function. Councilmember Maughan stated that is an  
15 option, but he is trying to be consistent in his feelings that the scope and mission of all committees should be reviewed before  
16 new members are appointed. Councilmember Lisonbee stated she is hesitant to delay the Arts Council appointments.

17 [7:28:09 PM](#)

18 COUNCILMEMBER MAUGHAN OFFERED AN AMENDED MOTION TO REMOVE ITEM SIX FROM THE  
19 AGENDA AND ADOPT THE AGENDA WITH THAT CHANGE. COUNCILMEMBER GAILEY SECONDED THE  
20 MOTION; ALL VOTED IN FAVOR.

21  
22 [7:29:10 PM](#)

23 2. Presentation of the Syracuse City and Wendy's "Award for Excellence"  
24 to Maurice Yancey and Brooklyn Miles for the month of January 2016.

25 The City wishes to recognize citizens who strive for excellence in athletics, academics, arts and/or community  
26 service. To that end, in an effort to recognize students and individuals residing in the City, the Community and Economic

1 Development, in conjunction with Jeff Gibson, present the recipients for the “Syracuse City & Wendy’s Award for  
2 Excellence”. This monthly award recognizes the outstanding performance of a male and female who excel in athletics,  
3 academics, arts, and/or community service. The monthly award recipients will each receive a certificate and be recognized at  
4 a City Council meeting; have their photograph placed at City Hall and the Community Center; be written about in the City  
5 Newsletter, City’s Facebook and Twitter Feed, and City’s website; be featured on the Wendy’s product television; and  
6 receive a \$10 gift certificate to Wendy’s.

7 Mayor Palmer noted both teens receiving the award for August 2015 were nominated by the Syracuse Arts  
8 Academy.

9 Maurice Yancey:

10 Maurice Yancey is a 9<sup>th</sup> grader at Syracuse Arts Academy and has proven to be a fine young man. Throughout his  
11 schooling at Syracuse Arts Academy, Maurice has always been a leader among his peers. He has a positive attitude,  
12 is friendly with everyone around him, has a great sense of humor, and encourages others to be their best. His  
13 happiness and love for life follow him wherever he goes and is very contagious to his peers and teachers. Maurice is  
14 very involved with the band program. He works hard, practices hard, and loves to perform. He is always willing to  
15 be the first to try new things, and this quality has led him to playing multiple instruments and becoming a member of  
16 the program the band director can always count on. Maurice has served the school as an ambassador and as a  
17 student government officer. He plays volleyball and basketball for the school’s team, often staying late and working  
18 hard for extra practice. He is constantly striving to be the best he can be in all areas, and at the same time brings  
19 others with him. He builds teamwork in every group setting he is involved with. Without a doubt, Maurice Yancey  
20 is one of Syracuse Arts Academy’s finest students.

21

22 Brooklyn Miles:

23 Brooklyn Miles is dedicated to her academics along with basketball. She is an excellent example of hard work and  
24 leadership to her teammates. She has high expectations for herself and is willing to put in the extra effort to reach  
25 her goals. Brook has a strong desire to be a good citizen in the world. Although Brook is very talented, she is  
26 humble enough to seek help to always be improving. Brook has always been and is an amazing student. Along with  
27 all of her extracurricular supports, she excels in school. She puts in the time and effort to make sure that school

1 work comes first and then she puts her all into sports and other interests. Brook is the type of student that Syracuse  
2 can be proud off and celebrate with everyone!

3

4 [8:00:45 PM](#)

5 3. Approval of Minutes:

6 The following minutes were reviewed by the City Council: Work Session and Regular Meeting of December 8,  
7 2015.

8 [8:00:47 PM](#)

9 COUNCILMEMBER GAILEY MADE A MOTION TO APPROVE THE MINUTES OF THE WORK SESSION  
10 AND REGULAR MEETING OF DECEMBER 8, 2015. COUNCILMEMBER MAUGHAN SECONDED THE MOTION;  
11 ALL VOTED IN FAVOR.

12

13 [7:36:06 PM](#)

14 4. Public comments

15 TJ Jensen referenced a discussion during the this evening's work session regarding referring a requested General  
16 Plan change to the Planning Commission; he noted that this is the type of instance that was contemplated when the Planning  
17 Commission recommended closure of the General Plan, but recommended that the City Council have the authority to open it  
18 according to special circumstances. He stated he believes the change the applicant is requesting also meets the definition of  
19 providing a substantial benefit. He then referenced the Piper Glenn Subdivision on the agenda and noted the Planning  
20 Commission has recommended final approval of the project. He also referenced the discussion in the work session regarding  
21 fees and noted that it may also be appropriate to consider fee amendments for noticing costs. He referenced the item on the  
22 agenda dealing with the mission and vision statement of the City and noted that as a citizen he has a huge concern about the  
23 language dealing with the West Davis Corridor and working with the Utah Department of Transportation (UDOT). He stated  
24 it is premature to indicate that the City wants to work with UDOT on this project because he is aware there are some  
25 Councilmembers that would like to see UDOT's process completed before deciding to support it; before receiving the record  
26 of decision from UDOT, it is premature to include language about the project in the mission statement. He then addressed the  
27 item on the agenda dealing with an appointment to the North Davis Sewer District (NDS) and he pointed out

1 Councilmember Lisonbee has interfaced with the District on several occasions and she is on a first name basis with the  
2 District's Manager; she has been a member of the City Council for some time and he would prefer to see that she be  
3 appointed to the position. He added that it is his opinion that regardless of the District's position on appointments, he feels  
4 the appointment should be rotated annually.

5 [7:39:39 PM](#)

6 Josh Yates stated that he is the applicant for Piper Glenn Subdivision and he offered an explanation for the fee  
7 waiver request. He noted that there were some circumstances that were outside of his control that caused the project to be  
8 delayed. He thanked Mayor Palmer for working to coordinate the efforts of staff and the applicant to resolve the issues  
9 surrounding the project.

10 [7:40:35 PM](#)

11 Joannie Panucci stated she tried to reserve a spot on the agenda for this meeting; she contacted the Mayor and he  
12 indicated he would allow her time on the work session agenda, but due to her work schedule she is not able to attend the  
13 work session. She added that it will take longer than three minutes to discuss the issue she is concerned about, but she was  
14 denied the ability to have additional time on the agenda. She stated when someone has an issue that will take longer than  
15 three minutes to discuss there should be a strong consideration of their request and she feels she has been denied her freedom  
16 of speech in Syracuse. She then stated she is present to discuss item 13 on the business meeting agenda as this item relates to  
17 a recent work session discussion about an issue raised by Mr. Scott Crawley. She stated that Mr. Crawley came to the City  
18 over a year ago to raise an issue he discovered; he found a resident had completed their basement in their home without  
19 obtaining a permit. The property is located at 1104 W. 2175 S. and is owned by Betsy Thurgood; when Mr. Crawley raised  
20 the issue a year ago, the Building Official threw his arms up and walked away from Mr. Crawley and indicated he was not  
21 willing to deal with the issue. She stated Mr. Crawley has had major issues with another property in Clearfield he bought  
22 from the same individual; a building collapsed and it has cost him upwards of \$30,000 to have the building removed from his  
23 property. The reason he came to Syracuse City is that he does not want something similar to happen to someone in Syracuse.  
24 The City inspected the property and found an electrical violation and other issues; they required Mr. Thurgood to apply for a  
25 building permit, which she has obtained from the City. According to the records she has received, the required work has not  
26 been completed, but the building permit was approved. Also the documentation she received is not complete because it does  
27 not provide information about the types of inspections completed on the property. She stated she works for the State of Utah

1 and is required to treat customers with respect and she feels that Syracuse City employees should be required to do the same.  
2 She stated she does not feel Mr. Crawley was treated appropriately. She stated that Mr. Crawley asked how the property  
3 would be inspected because it is not possible to perform certain inspections after improvements have been completed. She  
4 stated she feels the inspections are necessary to provide for the health, safety, and welfare of the citizens of Syracuse. She  
5 stated provisions are in place to allow the City to penalize a citizen for violating the law and she does not want to see those  
6 provisions changed; she feels if the provisions are changed more citizens will violate the law because they will not fear being  
7 charged with a class B misdemeanor. She then concluded building construction is very important and buildings should be  
8 inspected properly to ensure safety; if a Police Officer saw someone running a red light they would cite them and there are  
9 other laws in place to provide for the safety and health of the people of the community. She then stated she has an issue with  
10 the City's Government Records Access and Management Act (GRAMA) policies; her son filed two GRAMA requests for  
11 her, but she was only charged for one. She stated that if the City's fee schedule calls for people to pay \$.10 per page of paper,  
12 that rule should be applied fairly. She revisited the building permit issue and noted that when people do not obtain building  
13 permits for improvements to their property, Davis County is not informed of those improvements and the property is not  
14 assessed at the appropriate value. This causes taxing entities to suffer because they are not receiving the appropriate tax  
15 revenue. She stated that Syracuse City needs all tax money it is entitled to and she is hoping the Council will consider all she  
16 has said this evening. She hopes the Council will not vote to lessen the penalties for failure to obtain a building permit for  
17 property improvements.

18 [7:47:47 PM](#)

19 Gary Pratt referenced future Council actions to make appointments to various committees and noted he feels it  
20 would be appropriate to include language in the documents used to make those appointments to allow the Council to make  
21 changes to the appointment midterm. He then referenced the City's General Plan and referred to it as the 'bible of the City';  
22 in recent years the document has been opened and never closed, but it was closed in December of 2015 for the first time in  
23 quite some time. It is his personal feeling that the document should not be opened 'willy nilly', even if an applicant pays the  
24 \$400 General Plan amendment application fee; the Council must give serious consideration before consenting to opening the  
25 General Plan for a major or minor amendment. He referenced a discussion from the work session meeting regarding  
26 industrial zoning and he noted that the citizenry of the City wants industrial zoning to be applied on a various limited basis in  
27 the City to the point where it is only allowed near major corridors. He stated he would encourage the Council to vote against

1 the application for industrial zoning listed on tonight's agenda. He stated he would favor light commercial, business park,  
2 general commercial, or neighborhood services zoning before industrial zoning. He concluded by welcoming the newly  
3 elected members of the City Council.

4 [7:50:42 PM](#)

5 John Diamond stated he is present to discuss item nine, a requested rezone of property on 4500 West. He stated he  
6 owns all of the property west of the subject property and it is located in an agricultural protection area in unincorporated  
7 Davis County. He stated he feels that increasing residential density on property located adjacent to his will impact how he  
8 uses his property. He stated he has spent \$500,000 or more improving his property; one of his major concerns that he has  
9 addressed with the applicant relates to an agreement with Syracuse City where the City was allowed to build a storm water  
10 detention pond on his property. The pond was designed to accommodate current zoning, but if that zoning is changed and  
11 density is increased, the pond may not be adequate and that will impact him personally. He added he has a pheasant hunting  
12 business on his property as well as a livestock operation and more than 1,000 people per year visit his property, with 90  
13 percent of them travelling on Antelope Drive to get there. He stated that if his property is encroached upon, the operation of  
14 his business will be limited and this could impact Syracuse City as well. He noted there are several easements on the property  
15 and it is important for the applicant and the City to be aware of those easements to prevent problems associated with  
16 disturbing irrigation lines in the area; there has been a long time boundary dispute on the north boundary of his property and  
17 that dispute should be resolved before this project moves forward. He also referenced fence line agreements and road  
18 easements related to the subjected property and stated those should be addressed before further movement. He concluded by  
19 emphasizing that the area is an agricultural area and he would like for it to stay that way.

20 [7:54:34 PM](#)

21 Joe Simpson responded to Mr. Diamond's comments regarding his application to rezone property on 4500 West. He  
22 stated his goal is to continue residential development in the area; there is existing R-1 zoning to the east of the subject  
23 property and he is interested in connecting to that development and continuing with similar development. He stated he is very  
24 well aware of the easements and water management issues in the area and he plans to address those issues through the  
25 subdivision approval process. He stated he feels his proposed project is appropriate; he referenced a nearby church on 4500  
26 West and serves as a gathering point and noted that his development will centralize that use within single family development  
27 neighborhoods. He stated he believes his development will compliment single family developments to the north and south.

1 He also recognizes there is agricultural land to the west and noted the land is primarily pasture land; based on the City's  
2 ordinances relating to R-1 zoning, pastureland is considered as an appropriate use adjacent to a single family development.  
3 He added that he is conscious of the manner in which Mr. Diamond uses his property and he plans to include more open  
4 space and amenities on the west side of his development to provide additional buffering between uses. He concluded he feels  
5 his petition is appropriate and noted it is supported in the General Plan. He stated he appreciates the help he has received  
6 from the City Council, Planning Commission, and City staff. He asked that the Council support his application.

7 [7:57:31 PM](#)

8 Garret Ostler stated he lives on 4000 West and he also addressed item nine; there are some issues surrounding Mr.  
9 Simpson's application to rezone his property and the proposed development will change the way of life in the area. He stated  
10 he understands the impact it will have on Mr. Diamond and his property, specifically related to his hunting operation. He  
11 added Mr. Diamond has located his cattle and barns in an area where it does not conflict with the hunting operation and he  
12 has been very responsible. He noted he considers Mr. Simpson's project as one that will invite additional community  
13 members to Syracuse. He stated he finds it interesting that many residents living west of him are opposed to additional  
14 development, though they are now living on ground formerly used for agricultural purposes. He noted he feels it would be  
15 appropriate for the Council to consider some way to protect properties to the west to prevent debacles in the construction of  
16 the project that would cause damages for existing residents. He then referenced the City's appointment to the NDSD Board;  
17 he believes Councilmember Lisonbee is the appropriate appointee as she would be the first line of defense when something  
18 happens at the District because if something happens, she will smell it first.

19

20 [8:01:16 PM](#)

21 5. Proposed Resolution R16-01 appointing Kimberlee St. Clair and Tara  
22 Bruce to the Syracuse City Arts Council.

23 An administrative staff memo explained Syracuse City Arts Council leadership has requested the appointments of  
24 Kimberlee St. Clair and Tara Bruce. A resolution formalizing the appointments has been drafted and provided to the entire  
25 Council.

26 [8:01:34 PM](#)

1 COUNCILMEMBER LISONBEE MADE A MOTION TO ADOPT RESOLUTION R16-01 APPOINTING  
2 KIMBERLEE ST. CLAIR AND TARA BRUCE TO THE SYRACUSE ARTS COUNCIL. COUNCILMEMBER  
3 ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

4

5 6. Proposed Resolution R16-02 appointing Doug Peterson and Jordan  
6 Savage to the Syracuse City Parks Advisory Committee.

7 This item was removed from the agenda.

8

9 [8:02:07 PM](#)

10 7. Authorize Administration to execute agreement with JUB Engineers,  
11 Inc. for the development of a Culinary and Secondary Water Master Plan  
12 and Impact Fee Facility Plan.

13 A staff memo from the Public Works Director explained the City's current 2009 impact fee plans must be updated  
14 with an Impact Fee Facility Plan according to Utah Code 11-36a. A Request for Proposal was advertised Nov 29, 2015 for  
15 professional services to complete the master plan and the IFFP. Five proposals were received on Jan 5, 2016. Evaluations  
16 were made based upon price, quality, experience, and schedule. Rankings were on a scale of one to five with five being the  
17 best. JUB Engineers, Inc. ranked highest among the five firms that submit a bid; staff recommends the Council award the  
18 project to JUB Engineers, Inc.

19 [8:02:26 PM](#)

20 Public Works Director Whiteley reviewed the staff memo.

21 [8:04:12 PM](#)

22 Councilmember Gailey disclosed that one of the companies that responded to the RFP is owned by a relative of his.

23 [8:04:37 PM](#)

24 Councilmember Lisonbee noted that the Council typically receives information about all bids submitted for a  
25 project; she inquired as to the difference between the high and low bids. Mr. Whiteley stated that the difference between JUB  
26 and the next lowest bidder was approximately \$4,000 and the overall difference between the high and low bids was

1 approximately \$98,000. He noted bids were broken down according to work to be done on the culinary and secondary water  
2 master plans and he read the bids submitted by each firm.

3 [8:08:03 PM](#)

4 Councilmember Maughan acknowledged that Mr. Whiteley uses a scoring and ranking system to determine the  
5 successful bidder, but he cannot decipher the methods behind that scoring system according to the information provided to  
6 the Council in the meeting packet. He stated he would like to know why one firm may have been scored higher than an  
7 another due to the fact that the City is not accepting the low bid. Mr. Whiteley stated that he examines price, quality,  
8 experience, and schedule when scoring bids. He stated that Gillson submitted the lowest bid, but the three other firms got a  
9 higher score based on the quality of the proposal they submitted and their past experience in preparing Master Plans and  
10 Impact Fee Facilities Plans. JUB had less experience than Bowen Collins in preparing Master Plans and Impact Fee Facilities  
11 Plans, but they have done at least a half dozen plans over the last several years. He stated that as far as schedule, all firms got  
12 the highest score because all said they could complete the project by July.

13 Councilmember Lisonbee thanked Mr. Whiteley for the recommendation and stated she can see why he chose JUB  
14 as the successful bidder. Councilmember Maughan agreed, but noted in the future he would like to have more detailed  
15 information so that the Council understands the reason behind the selection of a specific firm or contractor.

16 [8:11:25 PM](#)

17 COUNCILMEMBER LISONBEE MADE A MOTION TO AUTHORIZE ADMINISTRATION TO EXECUTE  
18 AGREEMENT WITH JUB ENGINEERS, INC. FOR THE DEVELOPMENT OF A CULINARY AND SECONDARY  
19 WATER MASTER PLAN AND IMPACT FEE FACILITY PLAN. COUNCILMEMBER GAILEY SECONDED THE  
20 MOTION; ALL VOTED IN FAVOR.

21

22 [8:11:41 PM](#)

23 8. Proposed General Plan Amendment for Parcel #12-046-0172.

24 A staff memo from the Community and Economic Development (CED) Department explained the applicant (Focus  
25 Realty) met with the City Staff and Councilwoman Lisonbee on December 14<sup>th</sup>, 2015 and asked that the general plan map be  
26 opened permitting that parcel #120460127 (36 acres which is presently in unincorporated Davis County) be General Planned  
27 R-2 instead of R-1.

1           10.20.060 General plan amendments.

2                   (E) Applications for general plan text or general plan map amendments outside of the open amendment  
3                   period shall be considered as provided in this subsection:

4                           (3) The Council may, after proper notice, authorize the consideration of the applicant's  
5                           amendment outside of the open amendment period only if any of the following apply:

6                                   (c) The Council finds that the proposed development has the potential to confer a  
7                                   substantial benefit on the City.

8           The Council is not being asked to amend the General Plan at this time; the request is only to direct the Planning  
9           Commission to consider the applicant's amendment outside of the open amendment period. If this request is approved, the  
10           application will be forwarded to the Planning Commission, who will provide the Council with a recommendation. If the  
11           request is denied, the applicant will be required to wait until January 1, 2017 to submit their application, or they will need to  
12           accept the current R-1 zoning at the time the property is annexed into the City.

13           8:11:55 PM

14           CED Director Mellor reviewed the staff memo.

15           8:13:20 PM

16           Councilmember Gailey disclosed that he is related by marriage to the Criddle family, the applicants for this project.

17           8:13:20 PM

18           Councilmember Lisonbee stated that she supports referring this application to the Planning Commission, but not  
19           because she feels it rises to the reasons for opening the General Plan outside of the review period according to an ordinance  
20           adopted in December 2015. She stated the Council discussed this item in the work session meeting held this evening and  
21           reached a consensus to leave the General Plan open for 90 days after its closure to consider 'straggler' applications.

22           8:14:05 PM

23           Councilmember Maughan clarified for the record that this property is not in Syracuse City. Mr. Mellor stated that is  
24           correct. Councilmember Maughan stated he is comfortable supporting the request if the property were to be annexed.

25           8:14:30 PM

1 COUNCILMEMBER BOLDUC MADE A MOTION TO DIRECT THE PLANNING COMMISSION TO  
2 CONSIDER A GENERAL PLAN AMENDMENT FOR PARCEL 12-046-0172. COUNCILMEMBER LISONBEE  
3 SECONDED THE MOTION; ALL VOTED IN FAVOR.

4

5 [8:15:12 PM](#)

6 9. Proposed Ordinance 16-01 rezoning property located at approximately 4500  
7 W. 1400 S. from A-1 Agriculture to R-1 Residential.

8 A staff memo from the Community and Economic Development (CED) Department provided the following  
9 information regarding the proposed development:

|    |                   |                 |
|----|-------------------|-----------------|
| 10 | Location:         | 4500 W. 1400 S. |
| 11 | Current Zoning:   | A-1/Industrial  |
| 12 | Requested Zoning: | R-1 Residential |
| 13 | General Plan:     | R-1 Residential |
| 14 | Total Area:       | 27.939 Acres    |

15 The applicant would like to rezone from A-1 Agriculture to R-1 Residential to accommodate single family  
16 development with 2.3 lots per acre density. This type of development would be similar to the surrounding single family  
17 developments which are also zoned R-1 Residential. This property does have several easements recorded on it that will need  
18 to be reviewed prior to future development. The general plan was recently amended to R-1 Residential by the City Council  
19 on December 8, 2015.

20 The Planning Commission moved to recommend approval on January 5, 2016, to rezone the property located  
21 at 4500 W 1400 S from A-1 Agriculture to R-1 Residential, subject to all applicable requirements of the City's  
22 municipal codes, with a unanimous vote.

23 [8:15:42 PM](#)

24 CED Director Mellor reviewed the staff memo. He referenced some of the comments made during the public  
25 comment portion of the meeting and noted that it would be his recommendation that upon approval of the project associated  
26 with this rezone that the Council direct staff to include notations on the plat to give buyers information about the use of the  
27 land to the west of the subject property. He noted he has spoken with the City Attorney about the implications of locating an

1 R-1 subdivision adjacent to a hunting club and they have not yet reached a conclusion regarding how to address those issues.  
2 He stated he is grateful to Mr. Diamond for meeting with City staff to discuss these issues and the location of easements in  
3 the vicinity of the subject property.

4 [8:17:26 PM](#)

5 Councilmember Lisonbee stated she appreciates those that offered public comment about this application. She  
6 referenced Mr. Diamond's comments specifically and stated that while he said increasing the density will impact what he  
7 does on his property, it is her believe that increasing the density has the potential to reduce the impact when compared to  
8 allowing development on A-1 property. She stated that if the R-1 zone is approved, the developer can cluster the homes and  
9 provide more open space and buffering. She added she was contacted by another citizen who made the thoughtful comment  
10 that everyone's land was once agricultural land and it would serve everyone well to remember that.

11 [8:18:23 PM](#)

12 Mayor Palmer asked if staff has considered sewer flow from the subject property to the North Davis Sewer District  
13 (NDSD) plant. Mr. Mellor stated that is an issue that will be considered through the subdivision development process. Mr.  
14 Whiteley added there is a sewer main in 4500 West and staff will work with the applicant to help them understand the  
15 infrastructure limitations in the vicinity of the subject property. Some portions of the property may be below the sewer line.

16 [8:19:55 PM](#)

17 Councilmember Gailey echoed Councilmember Lisonbee's comments about the value of the opportunity to cluster  
18 homes in R-1 zoning.

19 [8:19:55 PM](#)

20 Councilmember Anderson noted Mr. Diamond indicated the retention ponds on his property may not be large  
21 enough to handle additional run-off associated with this proposed development and she asked if staff has addressed that issue.  
22 Mr. Whiteley stated that he has not been involved in discussions regarding storm water detention for the subject property;  
23 however, any development that occurs in the development must include infrastructure to handle detention. He stated that this  
24 is another issue that will be considered in the design and engineering phase of the project.

25 [8:21:21 PM](#)

1 COUNCILMEMBER GAILEY MADE A MOTION TO ADOPT PROPOSED ORDINANCE 16-01 REZONING  
2 PROPERTY LOCATED AT APPROXIMATELY 4500 W. 1400 S. FROM A-1 AGRICULTURE TO R-1 RESIDENTIAL  
3 COUNCILMEMBER BOLDUC SECONDED THE MOTION.

4 [8:21:52 PM](#)

5 Councilmember Lisonbee thanked everyone for their comments and she stated she is committed, as she feels the  
6 applicant is committed, to being good neighbors; she believes the proposed development will be a good fit for all parties.  
7 Councilmember Gailey thanked those on both sides of the issue for the civil manner in which they have handled this issue.

8 [8:22:24 PM](#)

9 Mayor Palmer stated there has been a motion and second to adopt the proposed ordinance and he called for a vote;  
10 ALL VOTED IN FAVOR.

11

12 [8:22:41 PM](#)

13 10. Proposed Ordinance 16-02 rezoning property located at  
14 approximately 1000 W. 3700 S. from A-1 Agriculture/Industrial to  
15 Industrial/General Commercial.

16 A staff memo from the Community and Economic Development (CED) Department provided the following  
17 information regarding the proposed development:

|    |                   |                               |
|----|-------------------|-------------------------------|
| 18 | Location:         | 1000 W. 3700 S.               |
| 19 | Current Zoning:   | A-1/Industrial                |
| 20 | Requested Zoning: | Industrial/General Commercial |
| 21 | General Plan:     | General Commercial/Industrial |
| 22 | Total Area:       | 19.47 Acres                   |

23 The applicant would like to rezone the current zoning from A-1 Agriculture/Industrial to Industrial/ General  
24 Commercial which is in line with the General Plan Map. This would allow for future development of the property. The  
25 applicant stated this plan has been in process for over 10 years.

1 The Planning Commission moved to recommend approval on January 5, 2016, to rezone the property located at 1000  
2 W S 3700 S from A-1 Agriculture and Industrial to General Commercial and Industrial, subject to all applicable requirements  
3 of the City's municipal codes, with a unanimous vote.

4 [8:22:59 PM](#)

5 CED Director Mellor reviewed the staff memo.

6 [8:23:32 PM](#)

7 Councilmember Lisonbee stated it is her understanding there are no homes abutting the property except for one on  
8 Gentile Street. Mr. Mellor identified the land use of the properties located on all sides of the subject property and noted that  
9 staff has spoken with the owners of all properties to indicate the applicant's plans to locate storage units on his property. He  
10 indicated all other property owners were comfortable with the proposed use. He added that the General Plan for the property  
11 calls for industrial zoning. Councilmember Lisonbee stated locating storage units on the property seems like a logical use  
12 considering the fact that the property will eventually be located adjacent to a highway; she is amenable to the zoning change,  
13 but she feels that only allowing storage units in the industrial zone of the City is somewhat problematic because the industrial  
14 zone allows for such a wide range of uses, many of which she would not support on the subject property. Mr. Mellor stated  
15 that one limiting factor for the subject property is access to water; the property is below the sewer line, which means the  
16 applicant cannot build any use that requires bathroom facilities.

17 [8:26:32 PM](#)

18 COUNCILMEMBER GAILEY MADE A MOTION TO ADOPT ORDINANCE 16-02 REZONING PROPERTY  
19 LOCATED AT APPROXIMATELY 1000 W. 3700 S. FROM A-1 AGRICULTURE/INDUSTRIAL TO  
20 INDUSTRIAL/GENERAL COMMERCIAL. COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL  
21 VOTED IN FAVOR.

22

23 [8:26:51 PM](#)

24 11. Final Subdivision Approval – Piper Glen, located at approximately  
25 1000 W. 3231 S.

1 A staff memo from the Community and Economic Development (CED) Department provided the following  
2 information regarding the proposed development:

3 Zone: R-2 Residential  
4 Applicant: Compass Group LLC  
5 Acreage 3.503  
6 Lots: 9

7 Public Meeting Outline

8 Rezone Approval  
9 Planning Commission February 18, 2014  
10 City Council March 11, 2014  
11 Concept Plan Staff Meeting March 18, 2015  
12 Preliminary Plan Approval  
13 Planning Commission April 1, 2014  
14 Final Plan Approval  
15 Planning Commission May 6, 2014  
16 City Council May 13, 2014  
17 Final Plan Extension April 21, 2015

18 The Piper Glen Subdivision was granted an extension on April 21, 2015 giving the developer until November 13, 2015.  
19 At such time, subsequent action by the developer to proceed with off-site construction did not occur within the 18-month extended  
20 period following initial approval. The plat and construction drawings must be resubmitted and become subject to re-approval  
21 under the latest City ordinances and specifications. Currently there are no changes to the application as it still meets the current  
22 specifications of city code. Due to the fact that there were no changes to the plans the developer is requesting a waiver for the final  
23 application fees.

24 The Planning Commission moved to recommend approval on January 5, 2016, for the final subdivision approval of Piper  
25 Glen, located at 1000 W 3231 S, subject to all applicable requirements of the City's municipal codes, with a unanimous vote.

26 [8:27:10 PM](#)

1 CED Director Mellor reviewed the staff memo. He referenced the discussion that took place during the works  
2 session regarding the recommended fee waiver and noted that staff is comfortable recommending that all but \$50 of the fee  
3 paid by the applicant be refunded.

4 [8:28:12 PM](#)

5 Councilmember Maughan stated that he is not opposed to waiving the entire fee considering the circumstances  
6 surrounding this application, but as a general rule, if the delays are the fault of the applicant he would prefer that sufficient  
7 fees be charged to cover staff costs. Councilmember Lisonbee agreed and noted that it is necessary to mitigate the costs  
8 incurred by the City in reviewing the application for a second time. She stated she is also comfortable waiving the total fee,  
9 but she feels the more responsible choice would be to charge \$50 to cover staff time and noticing.

10 [8:29:53 PM](#)

11 Mr. Palmer stated he feels the development will be great and they are working with a quality home builder. Mr.  
12 Mellor agreed.

13 [8:30:16 PM](#)

14 Councilmember Maughan asked if the applicant is comfortable paying \$50 as recommended by Councilmember  
15 Lisonbee. The applicant indicated his approval from the audience.

16 [8:30:23 PM](#)

17 COUNCILMEMBER MAUGHAN MADE A MOTION TO GRANT FINAL SUBDIVISION APPROVAL FOR  
18 PIPER GLEN, LOCATED AT APPROXIMATELY 1000 W. 3231 S AND TO REFUND \$1,200 OF THE FINAL  
19 SUBDIVISION APPLICATION FEE AND CHARGE \$50 TO COVER STAFF TIME ASSOCIATED WITH  
20 PROCESSING THE APPLICATION. COUNCILMEMBER LISONBEE SECONDED THE MOTION. ALL VOTED IN  
21 FAVOR.

22 [8:31:18 PM](#)

23 Councilmember Gailey indicated Planning Commissioner TJ Jensen has some insight regarding this development  
24 and he asked that Mayor Palmer allowed him to share that with the Council. Mayor Palmer consented.

25 [8:31:27 PM](#)

1 Commissioner Jensen indicated a petition has been circulated through the City requesting that the street in the  
2 subdivision carry the Yamada name to honor a great Syracuse family that played a great part in the history of the City.

3

4 [8:32:21 PM](#)

5 12. Final Subdivision Approval – The Bluff at Lakeview Farms Phases 2

6 & 3, located at approximately 3000 W. 700 S.

7 A staff memo from the Community and Economic Development (CED) Department provided the following  
8 information regarding the proposed development:

|    |                        |                                                 |
|----|------------------------|-------------------------------------------------|
| 9  | Zone:                  | R-2 & R-3 Residential                           |
| 10 | Applicant:             | Lakeview Farm I LLC                             |
| 11 | Phase Acreage          | 10.442                                          |
| 12 | Phase 1 Requested Lots | 30                                              |
| 13 | Total Acreage          | 47.2 acres                                      |
| 14 | Net Developable Acres: | R-2 with 31.10 net developable area             |
| 15 |                        | Density Allowed 31.10 @ 3.79 lots/acre=117 lots |
| 16 |                        | Requested 92 lots                               |
| 17 |                        | R-3 with 15.66 net developable area             |
| 18 |                        | Density Allowed 15.66 @ 5.44 lots/acre=85 lots  |
| 19 |                        | Requested 49 lots                               |

20 Public Meeting Outline

21 General Plan Amendment Approval

|    |                     |              |
|----|---------------------|--------------|
| 22 | Planning Commission | May 6, 2014  |
| 23 | City Council        | May 13, 2014 |

24 Rezone Approval

|    |                            |                  |
|----|----------------------------|------------------|
| 25 | Planning Commission        | June 3, 2014     |
| 26 | City Council               | June 10, 2014    |
| 27 | Concept Plan Staff Meeting | January 14, 2015 |

1 Preliminary Plan Approval  
2 Planning Commission February 17, 2015  
3 City Council March 10, 2015

4 The Final Plan for the Bluff at Lakeview Farms includes two zones, R-2 and R-3. The R-3 zone was approved by the  
5 Planning Commission and City Council as a buffer to the anticipated West Davis Corridor that may run adjacent to the westerly  
6 boundary. The subdivision proposes to develop in 5 phases. The developer has worked with the city engineer to coordinate the  
7 road improvements that will be made along both 3000 W and 700 S. Please see staff reviews for further information.

8 The Planning Commission moved to recommend approval on January 5, 2016, for the final subdivision approval for phase  
9 2 and 3 of The Bluff at Lake Farms, located at 3000 W S 700 S, subject to all applicable requirements of the City’s municipal  
10 codes and that Parcel A on Phase 3 be relocated to the west between parcels 315 and 316, with a unanimous vote.

11 [8:32:20 PM](#)

12 CED Director Mellor reviewed the staff memo.

13 [8:32:43 PM](#)

14 COUNCILMEMBER MAUGHAN MADE A MOTION TO GRANT FINAL APPROVAL FOR THE BLUFF AT  
15 LAKEVIEW FARMS PHASES 2 AND 3, LOCATED AT APPROXIMATLEY 3000 W. 700 S. COUNCILMEMBER  
16 LISONBEE SECONDED THE MOTION. ALL VOTED IN FAVOR.

17

18 [8:33:14 PM](#)

19 13. Proposed Ordinance 16-03 amending Title Nine of the Syracuse City  
20 Code pertaining to penalties for violations.

21 A staff memo from the Community and Economic Development (CED) Department explained that during the  
22 December 8, 2015 City Council meeting it was requested that the staff make changes to ordinance 9.05.090 Violation –  
23 Penalty. This ordinance change will make it possible for the Council and City to press charges against a party or individual  
24 that violates the ordinance and fails to work toward correcting the violation. In the past, it has been possible to interpret the  
25 text that the City was required to press charges against the violating individual.

26 [8:33:19 PM](#)

1 CED Director Mellor reviewed the staff memo. City Attorney Roberts pointed out that the decision to charge a  
2 violator of the ordinance with a class B misdemeanor lies with him, as is the case with most penalties allowed for in the City  
3 Code.

4 [8:36:51 PM](#)

5 Councilmember Anderson stated that the fact that the City Attorney is responsible to make the decision to charge a  
6 person with a class B misdemeanor for a violation of this section of the City Code is not clarified in the Code. She added that  
7 justice is blind and it is inappropriate to pick and choose who should be prosecuted. She stated she would like more  
8 clarification in the ordinance regarding when a case would be sent to an appeals board or whether a certain violation would  
9 be prosecuted. All citizens have the right to know when they are in violation of the law, though she agrees there should be  
10 some discretion allowed when a citizen can prove they are diligently working towards complying with the law.  
11 Councilmember Maughan agreed and noted that it is necessary to provide clear definitions so that a reader of the Code knows  
12 when they may be violating the law.

13 [8:38:28 PM](#)

14 Councilmember Bolduc recommended including language in the ordinance that provides for some flexibility in  
15 cases where the violator is working to bring their property in compliance with City Code. Mr. Mellor answered yes and  
16 recommended that the Council table this item to allow him and Mr. Roberts to work on an amended ordinance for further  
17 discussion at the next work session meeting.

18 [8:38:51 PM](#)

19 Councilmember Lisonbee asked staff to research the legalities of including language in the ordinance that prohibits a  
20 property owner from selling their home if it is not in compliance with City Code. Mr. Roberts stated the City cannot prohibit  
21 the sale of a property, but it is legal to file a notice with Davis County to inform any potential buyer of an outstanding  
22 building issue at the home.

23 [8:40:10 PM](#)

24 COUNCILMEMBER MAUGHAN MADE A MOTION TO TABLE ORDINANCE 16-03 AMENDING TITLE  
25 NINE OF THE SYRACUSE CITY CODE PERTAINING TO PENALTIES FOR VIOLATIONS. COUNCILMEMBER  
26 GAILEY SECONDED THE MOTION.

1 [8:40:33 PM](#)

2 Councilmember Lisonbee stated during the last meeting there was some confusion regarding whether the penalty  
3 section of the Code in question truly applies to interior improvements at a home and she feels it would be appropriate to  
4 clarify that issue so that readers of the Code understand when they may be penalized for failure to obtain a building permit.  
5 Councilmember Anderson agreed. Councilmember Maughan agreed and added that past instances must adjudicated  
6 according to the law that was in place at the time the violation occurred; whatever changes are made to the ordinance cannot  
7 alleviate anything that has happened in the past. He asked that in future discussions regarding the ordinance he would ask that  
8 the Council focus on how the penalty provision will be applied going forward.

9 [8:42:22 PM](#)

10 Mayor Palmer stated there has been a motion and second to table the proposed ordinance and he called for a vote;  
11 ALL VOTED IN FAVOR.

12

13 [8:42:29 PM](#)

14 14. Proposed Ordinance 16-04 amending Title Four of the Syracuse City  
15 Code pertaining to code enforcement specific to street and sidewalk  
16 cleanliness.

17 A staff memo from the Community and Economic Development (CED) Department explained at the Council's  
18 request City staff has identified the sources of most code violations:

- 19 a. Snow Removal  
20 b. Inoperable vehicles  
21 c. Hard Surfaces and vehicles  
22 d. Junk/outdoors storage  
23 e. Weed abatement  
24 f. Trailers parked in street

25 Staff recommends the following amendment:

26 **4.05.060 Street and sidewalk cleanliness.**

- 27 • Timeline for snow removal after storm ends.

- If it not removed by property owner, how long do we wait to take care of it through abatement?

(A) It shall be the duty of the owner or occupant of private property fronting upon a public sidewalk to remove all weeds and noxious vegetation from such property and in front thereof to the curb line of the street and to keep the sidewalks in front of such property free from dirt, litter, snow, ice or obstructions. **In the case of snow and ice removal:**

- Snow and ice must be removed from the sidewalk within \_\_\_ hours from the end of each snow storm;**
- The city shall provide verbal or written notice to the property owner or a responsible person at the address. Notice may also be provided by posting on the front door or a fence if attempts at providing verbal or written notice are unsuccessful; and**
- Notwithstanding any other provision in this code related to notice and abatement procedures, within \_\_\_\_\_ hours after that notice is provided or posted, the City shall be authorized to abate the violation, and assess the actual costs of snow removal to the property owner, as well as an administrative fee listed in the consolidated fee schedule. The City shall follow all other procedures in the code related to collecting the costs of abatement.**

8:42:46 PM

CED Director Mellor reviewed the staff memo.

8:44:25 PM

Councilmember Lisonbee stated she supports taking action this evening on the section of the ordinance that would amend the requirements to clear snow from sidewalks within 24 hours of a storm. Mr. Mellor stated he would appreciate the Council taking action on that item this evening. Councilmember Maughan stated he would also support taking action on that item tonight, but he is not ready to proceed on the other items included in the ordinance. He suggested that the ordinance be split into two different documents. City Recorder Brown clarified that the only item listed for action on the business meeting agenda is the ordinance dealing with the removal of snow and ice from sidewalks; the other item was included in the Council packet for discussion only during the work session meeting that preceded this meeting. Mr. Roberts noted also that the staff report includes ordinance revisions that differ from the actual ordinance; he recommended the Council specify they are

1 approving the language included in the staff report when making a motion to adopt. Mr. Mellor agreed he would recommend  
2 using the language listed in the staff report. The Council engaged in a brief discussion regarding the recommendations in the  
3 staff report regarding the creation of a sub-committee to consider amendments to the City's code enforcement regulations.

4 [8:49:43 PM](#)

5 Discussion then refocused on the staff recommendation to change the length of time after a storm that residents have  
6 to clear their sidewalks of snow and ice; Councilmember Bolduc asked if staff investigated the length of time allowed in  
7 other cities. Mr. Mellor answered yes; the City's Code Enforcement Officer reached out to other cities to understand their  
8 snow removal regulations and based on that research he recommended the 24 hour time frame. He added staff has no  
9 intention of being punitive; the goal of this ordinance is to improve safety in the community, specifically for children walking  
10 to and from school on the City's sidewalks.

11 [8:51:18 PM](#)

12 COUNCILMEMBER LISONBEE MADE A MOTION TO ADOPT ORDINANCE 16-04 AMENDING TITLE  
13 FOUR OF THE SYRACUSE CITY CODE PERTAINING TO CODE ENFORCEMENT SPECIFIC TO STREET AND  
14 SIDEWALK CLEANLINESS, AND SPECIFYING THAT THE LANGUAGE INCLUDED IN THE STAFF REPORT BE  
15 USED IN PLACE OF THE LANGUAGE INCLUDED IN THE PROPOSED ORDINANCE. COUNCILMEMBER  
16 MAUGHAN SECONDED THE MOTION.

17 [8:51:59 PM](#)

18 Councilmember Lisonbee asked that the Council decide which of its members will serve on the sub-committee to  
19 consider amendments to the City's code enforcement regulations. She and Councilmember Anderson volunteered to serve.

20 [8:52:23 PM](#)

21 Mayor Palmer stated there has been a motion and second regarding the proposed ordinance and he called for a vote;  
22 ALL VOTED IN FAVOR.

23  
24 [8:52:39 PM](#)

25 15. Proposed Resolution 16-03amending the Syracuse City Mission  
26 Statement; identifying 10-year vision statements City-wide and for each

1 City department; and identifying budgetary goals for Fiscal Year 2017.

2 A staff memo from the City Manager referenced a draft resolution regarding the amendment of the City's mission  
3 statement, establishment of 10-year vision statements, and FY2017 budgetary goals.

4 [8:53:10 PM](#)

5 COUNCILMEMBER MAUGHAN MADE A MOTION TO DIRECT STAFF TO PROCEED WITH THE SPIRIT  
6 OF THE PROPOSED RESOLUTION, BUT THAT FORMAL ACTION ON THE PROPOSED RESOLUTION BE  
7 TABLED UNTIL A FUTURE DATE. COUNCILMEMBER LISONBEE SECONDED THE MOTION.

8 [8:53:33 PM](#)

9 Councilmember Maughan stated he would like a change to discuss the implications of the proposed resolution in  
10 more depth in a future work session meeting. Councilmember Lisonbee agreed; the resolution provides a clear understanding  
11 of the general principles of the City, but it would be very time consuming this evening to try to address those items that need  
12 to be adjusted in the resolution. Councilmember Maughan stated that feels it would be appropriate to set aside at least 20  
13 minutes in an extended work session for discussion of the item.

14 [8:54:53 PM](#)

15 Councilmember Gailey asked for City Manager Bovero's input. Mr. Bovero stated that the purpose of the resolution  
16 is to give City Administration and staff direction relative to how to prepare the budget for the next fiscal year and within one  
17 year he would like for the Council to adopt a document similar to the proposed resolution that provides that clear direction.

18 [8:55:32 PM](#)

19 Mayor Palmer stated there has been a motion and second to table the proposed resolution and he called for a vote;  
20 ALL VOTED IN FAVOR.

21

22 [8:55:45 PM](#)

23 16. Proposed Resolution R16-04 appointing Councilmember Maughan to

24 the Board of Trustees of the North Davis Sewer District.

25 This item was added to the agenda at the request of Councilmembers Bolduc and Maughan. Proposed Resolutions  
26 R16-04 was drafted by staff to formalize the appointment.

1 [8:56:10 PM](#)

2 COUNCILMEMBER GAILEY MADE A MOTION TO ADOPT PROPOSED RESOLUTION R16-04  
3 APPOINTING COUNCILMEMBER MAUGHAN TO THE BOARD OF TRUSTEES OF THE NORTH DAVIS SEWER  
4 DISTRICT. COUNCILMEMBER ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR

5

6 [8:56:29 PM](#)

7 17. Proposed Resolution R16-05 appointing a Councilmember to the  
8 Davis County Mosquito Abatement District Board.

9 This item was added to the agenda at the request of Councilmembers Bolduc and Maughan. Proposed Resolutions  
10 R16-05 was drafted by staff to formalize the appointment.

11 [8:56:39 PM](#)

12 Mayor Palmer asked if any Councilmember is interested in being appointed to this position. Councilmember Bolduc  
13 stated she would be interested. No other Councilmembers expressed interest in the position. Mayor Palmer stated he would  
14 recommend the Council adopt the resolution appointing Councilmember Bolduc to the Davis County Mosquito Abatement  
15 District Board.

16 [8:57:35 PM](#)

17 COUNCILMEMBER MAUGHAN MADE A MOTION TO ADOPT PROPOSED RESOLUTION R16-05  
18 APPOINTING COUNCILMEMBER BOLDUC TO THE DAVIS COUNTY MOSQUITO ABATEMENT DISTRICT  
19 BOARD. COUNCILMEMBER GAILEY SECONDED THE MOTION; ALL VOTED IN FAVOR.

20

21 [8:57:58 PM](#)

22 18. Proposed Resolution R16-06 appointing Councilmembers to various  
23 committee positions and assignments.

24 This item was added to the agenda at the request of Councilmembers Bolduc and Maughan. Proposed Resolutions  
25 R16-06 was drafted by staff to formalize various appointments and assignments.

26 [8:58:21 PM](#)

1 City Recorder Brown asked if there is any interest in discussing this resolution in more depth during the extended  
2 work session scheduled for January 26. She stated that when she spoke with Councilmember Bolduc about her request to add  
3 this item to the agenda yesterday, there was some hope there would be time to discuss the item during the work session  
4 meeting preceding this meeting, but that was not the case. She stated it may be difficult to keep track of all of the changes to  
5 be made to the resolution during this meeting. Mayor Palmer stated he would support moving this item to the next work  
6 session meeting agenda. Councilmember Bolduc stated she is also comfortable with tabling action on the resolution.  
7 Councilmember Anderson suggested that those Councilmembers that are interested in serving in various positions listed in  
8 the resolution contact Mayor Palmer or staff so that they can include that information in the packet for the next meeting.

9 [9:01:18 PM](#)

10 COUNCILMEMBER LISONBEE MADE A MOTION TO TABLE RESOLUTION R16-06 APPOINTING  
11 COUNCILMEMBERS TO VARIOUS COMMITTEE POSITIONS AND ASSIGNMENTS UNTIL JANUARY 26, 2016.  
12 COUNCILMEMBER BOLDUC SECONDED THE MOTION; ALL VOTED IN FAVOR.

13  
14 [9:02:07 PM](#)

15 19. Public comments

16 [9:02:16 PM](#)

17 Ralph Vaughan stated he lives three blocks west and north of the intersection of Antelope Drive and 2000 West and  
18 his family drives on Antelope Drive up to 20 times a day and night; he is terrified at the prospect of the Utah Department of  
19 Transportation (UDOT) tearing up the road in front of three schools for up to two years, especially given the fact that the  
20 Council just had a discussion about snow removal from sidewalks and knowing that UDOT is not the most compliant  
21 property owner on 2000 West. He stated he hopes this issue can be addressed through the discussions staff and the sub-  
22 committee will have regarding code enforcement regulations in the City. He stated that students traverse the sidewalk along  
23 2000 West to get to both the elementary and junior high school near the intersection and if the sidewalk is closed, they will  
24 likely cross at sections of the road where there are no crosswalk. He then addressed the ordinance adopted regarding snow  
25 removal and stated that if the snow is removed from dirt areas during the construction project, the conditions will worsen  
26 because the paths will turn to mud. He then stated UDOT will need to acquire many residential properties along 2000 West  
27 for the project and he is hopeful they will decide to sell those remnant parcels to the adjacent backyard homeowners to allow

1 them to increase the size of their properties and extend their fences to the road. He concluded by inviting the newly elected  
2 members of the City Council to attend a Planning Commission meeting. He commended Councilmember Gailey for his  
3 diligence work as the Planning Commission liaison this year; he has not missed a meeting and the body appreciates his input.

4 [9:05:16 PM](#)

5 Kevin Homer stated he has been reserving comments about a meeting that happened last fall to fill a vacancy on the  
6 City Council; he stated he is glad Councilmember Bolduc was selected to fill the vacancy, but he wanted to provide his  
7 feedback about the process that was used to fill the vacancy. He stated that for nearly 20 years he has been a hiring manager  
8 or involved in interviews for hundreds of positions in big and small tech companies and what happened in Syracuse City  
9 during the interview process to fill the Council vacancy was very painful to watch. The Council had to try to come up with  
10 the process they were going to use to interview a dozen people for the position with little preparation. He stated he would  
11 have been terrified to be in the Council's position when that was happening. After the Council voted to narrow the field of  
12 candidates they continued to conduct interviews and there was a lot of discussion about how to handle the process. From his  
13 perspective it appeared there were very few guidelines about how to conduct the process in an open and public meeting. He  
14 recommended the Council check to see what guidance the State Code offers and if nothing is available, the Council should  
15 talk about how to handle the situation if it ever arises again.

16 [9:07:33 PM](#)

17 TJ Jensen stated he wanted to make the Council aware that the Layton Canal Company will meet before the end of  
18 the month during which the Council plans to discuss an appointment to the Company's Board. He stated Public Works  
19 Director Whiteley is currently representing the City on that Board, but it may be in the taxpayers' interest to have an elected  
20 representative serve in that capacity since the Board does take actions that impact the City's budget. He stated Mr. Whiteley  
21 has done a great job, but it may be good for Councilmembers to attend the next Board meeting and see if it is something they  
22 are interested in being involved in. He then stated he has an issue with many items that were listed on the agenda tonight;  
23 there were several ordinances that were considered without holding a public hearing first and that is very irresponsible to the  
24 citizens. He acknowledged citizens have time to comment during the public comment portion of the meeting, but expecting  
25 people to comment on five or six ordinances in three minutes is very unfair. He stated it is his opinion that any City Code  
26 amendment require a public hearing and he would recommend the Council make that a requirement going forward.

27

1 [9:09:45 PM](#)

2 20. Councilmember reports.

3 At each meeting the Councilmembers provide reports regarding the meetings and events they have participated in  
4 since the last City Council meeting. Councilmember Bolduc's report began at [9:09:56 PM](#). She was followed by  
5 Councilmembers Gailey, Anderson, Maughan, and Lisonbee.

6  
7 [9:18:18 PM](#)

8 21. Mayor's Report.

9 Mayor Palmer's report began at [9:18:22 PM](#). He asked City Recorder Brown to respond to Mr. Homer's  
10 comments about the process to fill a Council vacancy. Ms. Brown explained State Code outlines the timeframe and noticing  
11 process for filling a Council vacancy, but does not provide specific information about how interviews of candidates should be  
12 conducted. She noted the Council decided upon a list of questions that was provided to each applicant prior to the meeting  
13 and the applicants were asked to answer the questions during their presentations to the Council, but the Council decided to  
14 ask additional questions during the meeting and that is their prerogative. She stated she does not believe there is anything in  
15 State Code that would prohibit the Council from adopting a City ordinance laying out a more specific process for filling a  
16 Council vacancy. She concluded that this is the first time that Syracuse City has gone through the process of filling a Council  
17 vacancy since State Law changed to prohibit deliberations about candidates during a Closed Executive Session and that may  
18 have been some of the reason for the perceived awkwardness.

19  
20 [9:21:02 PM](#)

21 22. City Manager report

22 City Manager Bovero's report began at [9:21:07 PM](#).

23

24

25 At [9:24:41 PM](#) p.m. COUNCILMEMBER MAUGHAN MADE A MOTION TO ADJOURN.  
26 COUNCILMEMBER GAILEY SECONDED THE MOTION; ALL VOTED IN FAVOR.

City Council Regular Meeting  
January 12, 2016

1  
2  
3  
4  
5  
6  
7  
8  
9

\_\_\_\_\_  
Terry Palmer  
Mayor  
Date approved: \_\_\_\_\_

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

Minutes of the Syracuse City Council Work Session Meeting, January 26, 2016

Minutes of the Work Session meeting of the Syracuse City Council held on January 26, 2016, at 6:00 p.m., in the Council Work Session Room, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Andrea Anderson  
Corinne N. Bolduc  
Mike Gailey  
Karianne Lisonbee  
Dave Maughan

Mayor Terry Palmer  
City Manager Brody Bovero  
City Recorder Cassie Z. Brown

City Employees Present:  
Finance Director Steve Marshall  
City Attorney Paul Roberts  
Community and Economic Development Director Brigham Mellor  
Public Works Director Robert Whiteley  
Police Chief Garret Atkin  
Fire Chief Eric Froerer  
Parks and Recreation Director Kresta Robinson

The purpose of the Work Session was for the City Council and Planning Commission to receive training regarding the Open and Public Meetings Act, Due Process, Ethics Act, and the Council Rules of Order and Procedure; discuss potential changes to the Planning Commission bylaws; discuss the CVS Subdivision plat; discuss general policy direction from the City Council to the Planning Commission; discuss City Committees and various City Council appointments/assignments; continue Council review of the Mission Statement, Vision Statement, and Fiscal Year (FY) 2017 Budgetary Goals; discuss wage compression; discuss a proposed budget opening; discuss proposed amendments to the City's Industrial Architecture Standards; discuss a proposed ordinance amending the City Code pertaining to penalties for violations associated with building improvements; discuss proposed changes to the City Code pertaining to lift stations; and discuss Council business.

[6:03:53 PM](#)

Councilmember Gailey provided an invocation.

[6:05:23 PM](#)

**Public comments**

1           Scott Crawley stated he lived in Syracuse for over seven years and he purchased a home built by Rick and Betsey  
2 Thurgood; the purchase has resulted in major problems for him and he is currently in the middle of a lawsuit over hundreds  
3 of thousands of dollars related to the fact that the Thurgoods built and improved their property without permits and  
4 inspections and much of the work done does not comply with City Code. He stated his insurance company has dropped him  
5 because of the problems with the property. He added that he is aware of another similar property built by the Thurgoods in  
6 Syracuse in 2013 or 2014 so he filed a Government Records Access and Management Act (GRAMA) request to get  
7 information about the property; he found they had built a bathroom and bedroom in the basement of the home with just a  
8 permit, but they did not have the work inspected and they never received a certificate of occupancy. He stated that he spoke  
9 with the Building Official about this issue who told him that he did not care and refused to get involved because the issue  
10 should be resolved by the new person purchasing the home and the Thurgoods. He stated that he came back to the City one  
11 year later and nothing has been done. Syracuse City has laws and ordinance in place to protect residents against this type of  
12 behavior, but no action has been taken against the Thurgoods. He continued to file complaints with the City and even asked if  
13 he needed to go to the Police about the issue and at that point the Building Official indicated he would take action; however,  
14 at a later date he visited with the Building Official about the City's ordinances and the Building Official told him that he did  
15 not care about him, his home, and his property, or the City ordinances. He stated that he continued to emphasize the work that  
16 had been done in violation of the City's ordinances; after Rick Thurgood passed away, Betsey Thurgood and Fred Panucci  
17 completed the basement in the home with no permit or inspections. He stated that the City Council is now considering  
18 changing the verbiage in Title Nine of the City Code, which indicates that completing improvements without permits or  
19 inspections shall be a class B misdemeanor; he asked if the Council is protecting the residents of the City by changing the  
20 ordinance to make it less restrictive. He stated he feels the ordinance amendment will make it easier for violators to get out of  
21 being punished for completing work without a permit. He stated that residents who purchase homes that have been improved  
22 without permits are liable for these issues; his mortgage company is threatening to sue him and his insurance company will not  
23 cover him. He stated he is living in a home that is illegal and he asked if these are the types of homes the Council wants in  
24 Syracuse. He referenced another resident, Chad Schoeler, who lives next to a person who built a garage on his property and  
25 he would like to understand what City staff is doing about this issue. He stated these are the types of things he has concerns  
26 about; the public should be held responsible for violations, but the Council is considering changing the ordinance to let  
27 people get away with committing such violations. He stated the Chief of Police has the duty to apprehend all persons

1 violating State Law and City ordinances; Syracuse City has adopted Title 76 of the Utah Code. He concluded he is  
2 completely opposed to the proposed ordinance amendment.

3 [6:10:31 PM](#)

4 TJ Jensen stated the Council will be discussing budget surplus later in the meeting and, while this is not an action  
5 item, there are some implications of the discussion. He stated right now Syracuse City is growing and will eventually reach  
6 build-out population of 48,000 residents. He stated that the City has been issuing the most building permits in Davis County  
7 and he thinks now is the time to increase staffing levels in the Police Department to improve the ratio of Police Officer per a  
8 defined number of residents. He stated the City collects a public safety impact fee and revenue generated by that fee could be  
9 used to this end. He added the Mayor has held a series of town hall meetings and residents have indicated they would like to  
10 see an increase in the number of police officers in the City.

11

12 [6:12:18 PM](#)

13 **Training on the Open and Public Meetings Act, Due**  
14 **Process, Ethics Act, and Rules of Order and Procedure.**

15 City Recorder Brown and City Attorney Roberts provided the City Council, Planning Commission, and Syracuse  
16 City Arts Council with the annually required training on the Open Public Meetings Act (OPMA), Due Process, and Ethics  
17 Act. They also reviewed the Rules of Order and Procedure adopted by the City Council. There was brief general discussion  
18 throughout each of the presentations during which members of the Council and Planning Commission sought clarification of  
19 items covered.

20

21 [7:14:45 PM](#)

22 **Discussion regarding potential changes to Planning**  
23 **Commission bylaws.**

24 A staff memo from the City Attorney explained that over the past few meetings, the Planning Commission has  
25 prepared potential amendments to its bylaws, for Council consideration. The included draft does not include change to the

1 Commission's attendance policy, although there was extensive discussion regarding whether the bylaws needed to be  
2 amended to address that issue. As it relates to changes to the attendance policy:

- 3 - Three commissioners did not favor a change to the policy, noting that the policy gives the commission the  
4 ability to recommend removal of a problematic commissioner on a case-by-case basis.
- 5 - One commissioner suggested that the rule be changed to apply if poor attendance becomes "excessive" or a  
6 "pattern" of poor attendance.
- 7 - One commissioner favored the idea of a threshold percentage of missed meetings, on a rolling 12-month basis,  
8 which would automatically trigger action. This action could include: automatic consideration for a  
9 recommendation of removal by the commission, referral of the commissioner to the Chair, a referral to the  
10 Mayor, or a referral to the Council. Various threshold percentages were considered.
- 11 - One commissioner expressed satisfaction with the current policy, but would not resist a change to the policy,  
12 either.
- 13 - One commissioner wished for the Council to make this decision without the Commission first weighing in on  
14 the issue, due to difficulty in building a consensus.

15 The Commission would like the Council's input on what type of attendance policy is preferred. The paragraphs  
16 which would be modified would be III.A., and III.D. With the exception of the attendance policy, the Commission as a whole  
17 supports these draft changes. They have not yet come to a vote for official consideration, but the Commission would like the  
18 Council's input on these potential changes.

19 [7:14:47 PM](#)

20 Mr. Roberts reviewed his staff memo. The City Council and Planning Commission engaged in a discussion  
21 regarding the proposed changes to the bylaws and focused on attendance of Planning Commissioners at their regularly  
22 scheduled meeting; this included discussion about how to find committed Planning Commissioners to serve. After extensive  
23 discussion, the group concluded to include language in the bylaws stressing the importance to members of attendance at  
24 Planning Commission meetings; the goal of the language is to incentivize a full panel at each meeting rather than just a  
25 quorum of four members. Councilmember Maughan suggested that a quorum be defined as five or more members for the  
26 Planning Commission. City Manager Bovero suggested that the Mayor and Council establish a policy regarding required  
27 attendance of Planning Commissioners; the Planning Commission Chair could keep track of attendance and provide that

1 information to the Mayor in order for him to act in the event a member of the Planning Commission violates the policy. He  
2 stated the required attendance could be set at 75 or 80 percent of all meetings. Councilmember Anderson stated she likes that  
3 approach and noted that if an attendance requirement is included in the bylaws, new members will be aware of it or, if an  
4 applicant cannot meet the requirements they should not be appointed. Councilmember Lisonbee pointed out that Planning  
5 Commissioners should have the option of participating in a meeting via electronic means and that could solve the problem of  
6 low attendance. Mr. Roberts stated he can use this feedback to update the amendments to the bylaws and provide them to the  
7 Planning Commission at their next meeting for additional consideration and to formulate a final recommendation to the City  
8 Council.

9  
10 [7:56:20 PM](#)

11 **Discussion regarding CVS Subdivision plat**

12 A staff memo from the Community and Economic Development (CED) Department explained CVS is working  
13 through the development process on the northeast corner of 2000 West and Antelope Drive. The applicant was postponed a  
14 subdivision recommendation from the Planning Commission because the newspaper noticing failed to go out (newspaper  
15 staff error). The applicant is asking if the Council is willing to hear, and act on both preliminary and final plat on the  
16 February 9, 2016 business meeting. The subdivision is only two lots. Staff recommends the Council agree to discuss both the  
17 preliminary and final plat during the same meeting.

18 [7:56:30 PM](#)

19 CED Director Mellor reviewed the staff memo. After a brief discussion the City Council consented to consider the  
20 preliminary and final plat for the CVS Subdivision during the same meeting.

21  
22 [7:57:17 PM](#)

23 **General policy direction from City Council to Planning**

24 **Commission**

1 A staff memo from the City Attorney explained during their last meeting, the Commission members and Chair  
2 expressed interest in receiving policy direction from the Council on a number of topics. These specific topics were raised  
3 during the meeting, and additional items may be raised by Commissioners during the meeting.

4 1. **Code Amendments.** What is the Council's expectation of the Commission as it relates to pro-active  
5 ordinance revision and drafting? Would the Council rather the Commission focus on reviewing items  
6 submitted with applications? Some examples of policy direction include:

- 7 a. Prepare amendments only upon direct request (either through a resolution or through the  
8 liaison);
- 9 b. Inquire of Council (through liaison) whether an amendment should be pursued, and proceed  
10 only when the Council indicates they are interested in such a change;
- 11 c. Pro-actively identify areas the Commission sees room for changes/improvement and bring  
12 code amendments to the Council without specific direction;
- 13 d. Prepare code amendments in response to lessons learned during planning commission  
14 meetings, as the need arises;
- 15 e. Review potential amendments to the Land Use Code which are generated by the Council.

16 2. **Noise Ordinance.** A preliminary draft was produced by Chairman Vaughan in order to stimulate  
17 discussion of a City noise ordinance. Does the Council desire:

- 18 a. That the Commission to take the lead on this issue (inserting the provisions into the Land Use  
19 Code)?
- 20 b. That the issue be addressed by the Council as a nuisance provision (located elsewhere in the  
21 code)?
- 22 c. That the issue not be addressed at this time?

23 3. **Land Use Tables.** Does the Council wish to see an amendment to Title 10 which incorporates Land  
24 Use Tables as a means to quickly identify appropriate uses for specific zones as a one-stop source?

25 There will likely be additional questions on related issues. The Commission generally seeks to be productive and  
26 helpful to the City, and hopes that additional policy guidance from the Council will aid it in achieving that goal.

27 [7:57:37 PM](#)

1 Mr. Roberts reviewed his staff memo. The Council provided their feedback regarding the items listed specifically in  
2 the memo. Councilmember Maughan indicated he is no comfortable giving the Planning Commission the authority to initiate  
3 code amendments; if the Council would like a certain section of City Code reviewed or amended, they can provide that  
4 direction to the Planning Commission for land use, or take the issue under advisement on their own. Councilmember  
5 Lisonbee agreed and noted the Planning Commission should only considering code amendments under the direction of the  
6 City Council. Other Councilmembers agreed; they stated they are welcome to suggestions regarding needed code  
7 amendments from the Planning Commission, but extensive work and a formal recommendation regarding a code amendment  
8 should only be done after advisement from the Council. Councilmember Gailey stated he would like for communication  
9 between the Planning Commission and Mayor or City Council to come from the Chair. Councilmember Lisonbee stated that  
10 would be the preferred method of communication, but there may be instances where a Chair is not supportive of  
11 communication desired by additional members of the Planning Commission and those Planning Commission members  
12 should have the opportunity to communicate with the Mayor or Council.

13  
14 [8:15:33 PM](#)

15 **Discussion regarding City Committees and various City**  
16 **Council appointments/assignments**

17 An administrative staff memo explained at the beginning of each calendar year, the City Council reviews the list of  
18 appointments and assignments and makes changes according to recent election results or other determining factors. This item  
19 was briefly discussed during the January 12, 2016 business meeting, but was tabled until January 26 to give the Council more  
20 time to review and consider the appointments included in the resolution. Please review the attached resolution in preparation  
21 for a discussion regarding which positions you would like to hold. Adoption of the resolution can take place at the February  
22 9, 2016 business meeting to formalize the decisions made during the work session

23 Councilmember Maughan has asked for the opportunity to review the scope and responsibilities of each City  
24 Committee; please review Title 3 of the Syracuse City Code to become familiar with each Committee or Board in preparation  
25 for this discussion. <http://www.codepublishing.com/UT/Syracuse/>.

26 [8:16:02 PM](#)

1           The Council had a discussion about the assignments included in the proposed resolution. They also engaged in high  
2 level discussion about the scope and responsibilities of various City Committees, ultimately concluding to participate in  
3 continued discussion or review of each Committee during future extended work session meetings.

4  
5 [9:06:33 PM](#)

6 **Continued review of Mission Statement, Vision**  
7 **Statement, and Fiscal Year (FY) 2017 Budgetary Goals**

8           A staff memo from the City Manager referenced a draft resolution regarding the amendment of the City's mission  
9 statement, establishment of 10-year vision statements, and FY2017 budgetary goals.

10 [9:06:54 PM](#)

11           Mr. Bovero reviewed the staff memo and the proposed resolution.

12 [9:08:22 PM](#)

13           Councilmember Maughan stated that he feels many of the goals are repetitive; the document also includes all goals  
14 that were provided by each Councilmember, even though there may have been a few that the group decided not to include.  
15 Mr. Bovero noted the purpose of this discussion is to refine the documents and goals. He facilitated a discussion with the  
16 Council with the goal of refining the list. He indicated he will use the feedback from the Council to make changes to the  
17 resolution, the mission, vision statements, and goals and provide an updated document for consideration at the next Council  
18 meeting. Councilmember Maughan concluded that he would support passage of the document if the goals were removed. He  
19 suggested the goals document could be used as a working document throughout the upcoming budget preparation process.  
20 The Council indicated they can support that direction. Mr. Bovero clarified that staff looks to a goals document to aid them in  
21 preparing the budget for their respective Departments. Councilmember Maughan stated that the goals document could be  
22 used as a guiding document.

23  
24 [9:20:19 PM](#)

25 **Wage compression discussion**

1 A staff memo from the City Manager explained The City's efforts to attract and maintain the best possible talent is  
2 governed by three documents:

- 3 ○ The Recruitment & Retention Policy
  - 4 ▪ Outlines leadership responsibilities of the Council and management team.
  - 5 ▪ Set's compensation standards.
  - 6 ▪ Outlines team member performance responsibilities.
- 7 ○ The Compensation Plan
  - 8 ▪ Sets the 5-year compensation plan, including merit increases, career development, and market  
9 benchmark adjustments.
- 10 ○ The Personnel Policies & Procedures Manual
  - 11 ▪ Defines standards for employee conduct (e.g. dress, vehicle use, computer use, etc.).
  - 12 ▪ Outlines operational procedures & policies (e.g. accident and safety procedures, drug use policy,  
13 harassment policy, leave of absence, etc.).
  - 14 ▪ Outlines disciplinary and appeal procedures.

15 In the Recruitment & Retention Policy and the FY 2016-FY 2020 Compensation Plan, the compensation for wages  
16 and salary of the City were set at the 60<sup>th</sup> to 70<sup>th</sup> percentile of the market benchmark. Due to a variety of factors, the City has  
17 not been able to consistently achieve the intent of these policies, and therefore continues to struggle when it comes to  
18 attracting and keeping excellent employees. One of the primary factors that creates a barrier to both attracting and keeping  
19 excellent employees is the issue of wage compression. For several years, employees of the City did not receive wage  
20 increases. During this time, the entry level wage continued to rise along with market conditions. This created a phenomenon  
21 in the City whereby experienced and well-performing employees who were loyal to the City during this time period now only  
22 make slightly more than the entry-level employee. This tends to create discord amongst team members and encourages high-  
23 value employees to look for employment elsewhere. Additionally, the wage compression issue handicaps the City's ability to  
24 attract top employees from other organizations for the same reason. Under the current situation, in order to attract an outside  
25 employee (even if he/she keeps the same wage that he/she has in the other organization), said employee would come in  
26 making a higher wage than our existing employees, who have often times had more experience and are well-performing  
27 employees. Management is left with deciding to either give the existing employees raises in order to maintain the balance in

1 the department, or not making the offer to the outside employee. Due to budgetary constraints, we have routinely decided to  
2 pass on making the offer to the outside employee. The City Council has asked the Administration to propose a plan to address  
3 the wage compression issue. The Administration has conducted the latest market benchmark, and devised an algorithm that  
4 factors in each employee's experience, education, job performance, and unique/valuable special skills if any. The algorithm  
5 is used as a tool to place a 'value' on each employee and indicates where that employee should be in terms of their wage  
6 scale. We feel this is an innovative approach that varies significantly from most other cities, which typically base  
7 compensation levels on time/experience in the job alone. This analysis provides us with a target of where the City's  
8 compensation should be, based on the standards in the Recruitment & Retention Policy. It also gives us the financial 'gap'  
9 that exists in order to properly address the wage compression issue.

10 Attached to the memo was a wage compression analysis by department. Based on the analysis, the total gap that we  
11 face is currently at \$622,218, which includes \$491,347 in salary and wages, and the remainder in benefit costs. Following  
12 are the options available to address the wage compression issue:

- 13 ○ No Action: This option leaves the City in its current situation. This option is not recommended as the risk  
14 of lost talent, cost of turnover, and the opportunity costs of not recruiting top talent from other  
15 organizations will likely equal or supersede the cost of keeping and attracting top talent.
- 16 ○ One-Time Correction: This option corrects the entire \$622,218 financial gap in one action. In order to do  
17 this, the City would need to find the resources necessary to address the wage compression issue, and still  
18 operate appropriately. Accordingly, this option involves short-term 'pain', but then sets the City free to  
19 operate under its current policies going forward as no additional special actions appear to be needed in the  
20 future. The downside of course, to this option is the difficulty in balancing the City's financial  
21 commitments and services, without requiring revenue enhancements.
- 22 ○ Multi-Year Corrective Action: This option corrects the financial gap over a specified number of years. By  
23 doing this, the correction is easier to 'digest' by the City, since it doesn't require a large up-front cost. The  
24 drawback to this option is that it drags the issue out a number of years. While progress is certainly being  
25 made, the City may not be in position to recruit top talent until the final years of the correction.

26 In analyzing, the options above, City Administration feels that the one-time corrective action is the overall best  
27 option for the City, except that the cost to do so is financially prohibitive without any revenue enhancement. Assuming the

1 Council is not ready to pursue revenue enhancement measures, we are therefore recommending the multi-year corrective  
2 action as the preferred approach. An example of such approach is outlined below:

- 3           ▪ 4-year corrective action at 25% of the gap per year
  - 4                   • FY2016: \$156,500
  - 5                   • FY2017: \$156,500
  - 6                   • FY2018: \$156,500
  - 7                   • FY2019: \$156,500

8 [9:20:18 PM](#)

9           Mr. Bovero reviewed his staff memo.

10 [9:25:19 PM](#)

11           The Council then engaged in a discussion regarding the wage compression issue, with a heavy focus on the options  
12 available to the Council to address the issue. The Council indicated they would like to try to tailor the corrective action in a  
13 manner that attention will be first paid to those employees in key positions and that it may be possible to identify what  
14 positions those are with the algorithm used to determine compression status. The Council emphasized that all employees are  
15 valuable to the City, but some positions may be hard to fill than others in the event employees were lost due to compression  
16 issues and it is important to address those positions first. Councilmember Lisonbee added that it at some point it may also be  
17 appropriate to evaluate the option of outsourcing certain services provided by the City. Councilmember Maughan stated he  
18 feels City Administration is on the right track and more research is necessary to determine how the compression issue will be  
19 addressed. The entire Council agreed.

20

21 [9:33:34 PM](#)

22 **Budget opening discussion**

23           A staff memo from the Finance Director explained in this budget opening, there is carryover for projects from  
24 FY2015. These projects were started last fiscal year and were not completed by June 30, 2015. Staff is also are proposing  
25 new projects and updates to approved projects as follows:

- 26           ○ New - Monterey Estates Trail - \$175,000.

- 1                   ○ New - Diversion Box at Jensen Pond - \$50,000
- 2                   ○ Revised – Rock Creek Park Improvements - \$677,000
- 3                   ○ Revised - Surface Treatments of roads - \$408,400
- 4                   ○ Revised - Marilyn Acres Phase III - \$1,094,000
- 5                   ○ Carryover – 2000 West Storm Drain Impact - \$93,786
- 6                   ○ Carryover – Steeds Storm Drain Outfall - \$700,000
- 7                   ○ Carryover – Smedley Acres Phase II - \$355,691
- 8                   ○ Carryover – 3000 West Project - \$2,805,000
- 9                   ○ Carryover – Pavement Preservation Project - \$424,946
- 10                  ○ Carryover – Antelope Dr. and 3000 West Intersection - \$296,000
- 11                  ○ Carryover – Uncover sewer manholes / main replacement - \$300,000
- 12                  ○ Carryover – SR-193 Trail extension - \$10,200
- 13                  ○ Carryover – Centennial Park Restroom with pump house - \$250,000

14                  The memo summarized changes to **operational budgets** as follows:

15                  **General Fund – major changes**

- 16                  ○ \$46,000 increase in sales tax revenue.
- 17                  ○ \$56,000 increase in building permits.
- 18                  ○ \$49,600 increase in plan check fees.
- 19                  ○ \$40,000 decrease in court fines
- 20                  ○ **\$114,600 total net increase in revenues**
- 21                  ○ \$18,150 - Efficiency Audit carryover.
- 22                  ○ \$10,000 increase for sick leave cash out program.
- 23                  ○ \$10,000 increase for contract for bailiff services.
- 24                  ○ \$30,214 increase in salary and benefits for DCED – move code enforcement over to DCED and new
- 25                  Community Services Director position.
- 26                  ○ \$19,618 decrease in salaries in Police – move Code Enforcement to DCED. Add 1 new crossing guard
- 27                  at 4000 west.

- 1                   ○ \$22,239 increase in salaries for Parks & Rec – overtime costs for snow removal and park maintenance
- 2                   worker I part time position.
- 3                   ○ \$11,497 increase in benefits for streets department – employee elected to receive insurance benefits.
- 4                   ○ **\$85,482 total net increase in expenses**

5

6                   **Beginning surplus - \$53,470**

7                   **Change from above - \$29,118**

8                   **Total revised surplus - \$82,588**

9                   The memo also summarized significant changes in all other funds:

- 10                   ○ \$30,000 increase for parks master plan carryover
- 11                   ○ \$21,250 increase for arborist and to fix cemetery fence and building.
- 12                   ○ \$136,172 increase for new gas tax and sales tax revenue for roads.
- 13                   ○ \$147,000 increase for CDBG grant – Smedley Acres Phase II.
- 14                   ○ \$100,000 increase for additional funding for pavement preservation.
- 15                   ○ \$15,000 carryover for transportation impact fee plan update.
- 16                   ○ \$10,000 increase for purchase of secondary water.
- 17                   ○ \$10,000 increase in culinary and secondary impact funds for IFFP and IFA updates.
- 18                   ○ \$19,000 increase in depreciation expense – culinary fund.
- 19                   ○ \$20,000 increase in sewer revenues and disposal fees.
- 20                   ○ \$23,500 increase for garbage can purchases.
- 21                   ○ \$37,986 increase in RDA for payment to Fun Center – revised contract.
- 22                   ○ \$30,000 increase in RDA for professional & technical for creation of CDA.
- 23                   ○ \$40,800 increase in revenues in capital projects for SR-193 landscaping monies.
- 24                   ○ \$192,048 decrease in capital equipment – increase in public works shed and decrease in breathing
- 25                   apparatus for fire department.

26                   [9:33:47 PM](#)

1 Mr. Marshall reviewed his staff memo. The Council engaged in brief discussions regarding various budget items  
2 throughout Mr. Marshall's presentation. At the conclusion of Mr. Marshall's presentation the Council engaged in a  
3 discussion about how to utilize fund balance surplus monies. City Administration provided a list of options for which the  
4 Council could dedicate one-time surplus monies, including:

- 5 • Wage Compression (25% fix)
- 6 • Development of a 10-year Strategic Financial Plan
- 7 • Park Purchase/Acquisition/Development
- 8 • Park Cameras
- 9 • Historic Building relocation/New Marquee Sign
- 10 • Donation to Syracuse Arts Academy Amphitheater
- 11 • Antelope Island Market Study
- 12 • 2000 West Project Betterments
- 13 • West Davis Corridor Interchange Betterments
- 14 • Chloe's Sunshine Playground Splash Pad
- 15 • Centennial Park Pavilion

16 The Council provided feedback regarding each of the options, after which a conclusion was reached to further the  
17 evaluation of the wage compression issue and determine if it may be possible to use more surplus funding to combat that  
18 issue. Mr. Bovero pointed out that wage expenses will be ongoing expenses, but fund balance surplus money is a one-time  
19 funding source. He added he would welcome additional suggestions for how to utilize fund balance surplus monies.

20  
21 [10:03:28 PM](#)

22 **Continued discussion regarding Proposed Ordinance**  
23 **15-27 amending various sections of Title 10 of the**  
24 **Syracuse City Municipal Code pertaining to Industrial**  
25 **Architecture Standards**

1 A staff memo from the Community and Economic Development (CED) Department explained there has been  
2 discussion and concern over the appropriate regulation of steel buildings in PC. Some concerns expressed are that the nature  
3 of steel building construction results in flat walls and "boxy" building massing. When the standard vertical steel siding is  
4 applied to the exterior, building, facades can become monotonous and to some accounts "cheap". Staff has gathered the  
5 following information to assist in this discussion.

6 [10:03:43 PM](#)

7 CED Director Mellor reviewed his staff memo and provided the Council with renderings of how changes to the  
8 industrial architecture standards could impact industrial buildings throughout the City. He stated he feels the ordinance will  
9 have a very positive impact on architectural standards throughout the City.

10  
11 [10:08:24 PM](#)

12 **Continued discussion regarding Proposed Ordinance**

13 **16-03 amending Title Nine of the Syracuse City Code**

14 **pertaining to penalties for violations**

15 A staff memo from the Community and Economic Development (CED) Department explained at the December 4,  
16 2015 city council meeting it was request that the staff make changes to ordinance 9.05.090 Violation – Penalty. This  
17 ordinance change will make it possible for the council and city to press charges against a party or individual that violates the  
18 ordinance and fails to work toward correcting the violation. Before it was possible to interpret the text that the city was  
19 required to press charges against the violating individual. On January 12,2016 – the City council asked staff to add text to  
20 address basement finish construction work to 9.05.090 Violation – Penalty. As well as identify the circumstances in which a  
21 violator would be subject to misdemeanor charges.

22 [10:08:34 PM](#)

23 CED Director Mellor reviewed his staff memo. He provided his response to Mr. Crawley’s public comments made  
24 during the public comment portion of the meeting and indicated that the statements he made about members of City staff are  
25 inaccurate and the City has conducted its own investigation and gathered witness statements from employees who witnessed  
26 the interaction between Mr. Crawley and the Building Official. He noted that the issue that he is concerned about, relating to

1 improvements made in the basement of a home formerly owned by Rick (now deceased) and Betsey Thurgood have been  
2 corrected and the property has been brought into compliance. He noted that Mr. Crawley opposes amending the code that  
3 requires a class B misdemeanor be filed against someone violating a certain section, but he clarified that section does not  
4 apply to basement improvements and could not have helped him. Councilmember Lisonbee stated she appreciates that  
5 clarification and noted it was also her understanding that the code section in question did not apply to Mr. Crawley. She  
6 noted that what the Council is considering at this time is an amendment that would allow for penalties for those that make  
7 improvements to their basement sans permit. Discussion then centered on instances in the past where the City may have  
8 charged residents for improvements to their property without obtaining a permit, with Mr. Mellor stressing it has always been  
9 the City's emphasis to encourage compliance rather than being punitive. He stated one solution to this issue may be  
10 implementing a fee schedule where residents pulling a permit for new construction could also be required to pay for a permit  
11 for building improvements at the same time; this will incentive a resident to pull their basement permit in the future due to  
12 the fact that they will have already paid for it. The Mayor and Council indicated they are very supportive of that concept.

13  
14 [10:17:34 PM](#)

15 **Proposed changes to Titles Four and Eight of the**  
16 **Syracuse City Code pertaining to lift stations**

17 A staff memo from the Public Works Director explained as development begins to expand throughout the city and  
18 surrounding unincorporated areas, the physical constraints of land topography and drainage infrastructure create challenges to  
19 develop under gravity flow conditions. Our ordinance currently does not address lift stations on gravity flow systems, such as  
20 storm drain, sewer, land drain, and flood irrigation.

21 [10:17:43 PM](#)

22 Public Works Director Whiteley reviewed his staff memo. The Council indicated they are supportive of prohibiting  
23 lift stations, though Councilmember Lisonbee wondered if private developments, such as developments managed by  
24 Homeowners Associations, should be allowed to utilize lift stations. Mr. Bovero stated the concern about allowing private  
25 developments to use lift stations could be problematic for the rest of the City because failure of a lift station in a private

1 development could fail and impact public infrastructure. With this information, the Council indicated they are supportive of  
2 prohibiting lift stations regardless of whether a development is public or private.

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4 [10:31:19 PM](#)

5 **Council business**

6 The Council and Mayor provided brief reports regarding the activities they have participated in since the last City  
7 Council meeting.

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10 The meeting adjourned at 10:49 p.m.

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13 \_\_\_\_\_  
14 Terry Palmer  
15 Mayor

\_\_\_\_\_

Cassie Z. Brown, CMC  
City Recorder

15

16 Date approved: \_\_\_\_\_

Minutes of the Syracuse City Council Special Meeting, January 26, 2016

Minutes of the Special Meeting of the Syracuse City Council held on January 26, 2016, at 10:49 a.m., in the Council Conference Room, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Andrea Anderson  
Corinne N. Bolduc  
Mike Gailey  
Karianne Lisonbee  
Dave Maughan

Mayor Terry Palmer  
City Manager Bovero  
City Recorder Cassie Z. Brown

Staff Present: City Attorney Paul Roberts

10:49:25 PM

1. Meeting Called to Order/Adopt Agenda

Mayor Palmer called the meeting to order at 10:49:25 PM p.m. as a regularly scheduled meeting, with notice of time, place, and agenda provided 24 hours in advance to the newspaper and each Councilmember.

10:49:30 PM

2. Consideration of adjourning into Closed Executive Session pursuant to the provisions of Section 52-4-205 of the Open and Public Meetings Law for the purpose of discussing the character, professional competence, or physical or mental health of an individual; pending or reasonably imminent litigation; or the purchase, exchange, or lease of real property

COUNCILMEMBER MAUGHAN MADE A MOTION TO CONVENE IN A CLOSED EXECUTIVE SESSION PURSUANT TO THE PROVISIONS OF SECTION 52-4-205 OF THE OPEN AND PUBLIC MEETINGS LAW FOR THE PURPOSE OF DISCUSSING THE PURCHASE, EXCHANGE, OR LEASE OR REAL PROPERTY AND PENDING OR REASONABLY IMMINENT LITIGATION. COUNCILMEMBER BOLDUC SECONDED THE MOTION; ALL VOTED IN FAVOR.

The closed session began at 10:50 p.m.

The meeting reconvened at 11:07 p.m.

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At 11:07 p.m. COUNCILMEMBER GAILEY MADE A MOTION TO ADJOURN. COUNCILMEMBER  
ANDERSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

\_\_\_\_\_  
Terry Palmer  
Mayor

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

Date approved: \_\_\_\_\_



# COUNCIL AGENDA

## February 9, 2016

Agenda Item #6

Park Advisory Committee Appointments

### *Factual Summation*

- Any question regarding this agenda item may be directed at Mayor Palmer or Brody Bovero, City Manager
- Please see attached resolution that has been drafted to formalize the recommended appointments.
- The purpose of the Parks Advisory Committee is outlined in the City Code as follows:

#### **3.35.040 Duties and responsibilities.**

---

It shall be the duty of the Parks Advisory Committee to act in an advisory and voluntary capacity to the City Council regarding the development of parks, trails and related facilities, programs, policies and priorities. The Parks Advisory Committee should periodically review the City's parks master plan and make appropriate recommendations to the City Council regarding the same. The Parks Advisory Committee should also recommend projects, policies, funding allocations, and other measures, programs, or activities for the development of parks, trails and related facilities within the City. The Parks Advisory Committee shall carry out projects, programs and activities as directed by the City Council.

**RESOLUTION R16-02**

**A RESOLUTION OF THE SYRACUSE CITY COUNCIL  
APPOINTING DOUG PETERSON AND JORDAN SAVAGE TO  
THE PARKS ADVISORY COMMITTEE.**

**WHEREAS** Title Three of the Syracuse City Code provides for the establishment of a Parks Advisory Committee in Syracuse; and

**WHEREAS** Section 3.35.020 of the Syracuse City Code dictates that each member of the Parks Advisory Committee shall serve for a term of three (3) years, and until his successor is appointed. Section 3.35.020 also dictates that members may be appointed to terms shorter than three years when necessary to provide for staggered terms; and

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, UTAH, AS FOLLOWS:**

**Section 1. Appointment.** Doug Peterson shall be appointed for a term of three years with his term expiring July 1, 2019. Jordan Savage shall be appointed to complete Hannah Miller's term, which expires July 1, 2016.

**Section 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 3. Effective Date.** This Resolution shall become effective immediately upon its passage.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 12<sup>th</sup> DAY OF JANUARY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, City Recorder

By: \_\_\_\_\_  
Terry Palmer, Mayor



# COUNCIL AGENDA

February 9, 2016

Agenda Item #7

Proposed Resolution R16-10 designating and appointing certain appointed officers of Syracuse City.

### *Factual Summation*

- Please see attached Proposed Resolution R16-10.
- Please see below for the memo provided by City Administration.

### *Memorandum*

Section 10-3-916 of the Utah Code dictates that following a municipal election the Mayor, with advice and consent of the Council, shall appoint an individual to the offices of City Recorder and City Treasurer. Section 2.05.090 of the Syracuse City Code dictates that the Mayor, with the advice and consent of the Council, shall also appoint an individual to the office of Chief of Police. Proposed Resolution R16-10 has been drafted to provide the Mayor and Council the opportunity to fulfill the statutory requirements defined in State Code and City Code.

### *Staff Proposal*

***Adopt Proposed Resolution R16-10 appointing Syracuse City Recorder, Treasurer, and Police Chief.***

**RESOLUTION R16-10**

**A RESOLUTION DESIGNATING AND APPOINTING CERTAIN APPOINTED OFFICERS OF SYRACUSE CITY**

**WHEREAS**, pursuant to *Utah Code Ann.* §10-3-916, the Mayor, with the advice and consent of the City Council, is to appoint a qualified person to each of the offices of City Recorder and Treasurer, in each year following a municipal election; and

**WHEREAS**, the Mayor, with the advice and consent of the City Council, is also authorized to appoint a qualified person to the office of Chief of Police; and

**WHEREAS**, the Mayor now desires to appoint certain individuals to the appointive offices as more particularly provided herein below;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Appointment.** The following are hereby appointed to the following designated offices within Syracuse City. The persons appointed shall serve at the pleasure of the City Council and until their successors are appointed and qualified. The persons appointed and their appointments made herein shall be subject to the ordinances, rules and regulations of Syracuse City and the laws of the State of Utah.

|                 |              |
|-----------------|--------------|
| City Recorder   | Cassie Brown |
| City Treasurer  | Brody Bovero |
| Chief of Police | Garret Atkin |

**Section 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 3. Effective Date.** This Resolution shall become effective immediately upon its passage.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 9<sup>th</sup> DAY OF FEBRUARY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, City Recorder

By: \_\_\_\_\_  
Terry Palmer, Mayor

## **RESOLUTION R16-06**

### **A RESOLUTION OF THE SYRACUSE CITY COUNCIL APPOINTING CITY COUNCILMEMBERS TO VARIOUS COMMITTEE POSITIONS AND ASSIGNMENTS.**

**WHEREAS** Syracuse City Councilmembers are desirous of being appointed to and serving on various community committees and boards; and

**WHEREAS** there are also internal City positions, such as Mayor Pro-Tem that Councilmembers are desirous of being appointed to; and

**WHEREAS** the Syracuse City Council discussed committee appointments and assignments during their Work Session Meetings of January 12 and 26, 2016 and determined appropriate appointments and assignments for each Councilmember and members of the Administration.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF  
SYRACUSE CITY, UTAH, AS FOLLOWS:**

#### **Section 1. Appointment.**

- a.** Councilmember Anderson is hereby appointed to serve as the City's representative on the Clearfield High School Community Council.
- b.** Councilmember Anderson is hereby appointed to serve as the liaison to the Youth Council.
- c.** Councilmember Anderson is hereby appointed to serve as the City's representative on the Bluff Ridge Elementary Community Council.
- d.** Councilmember Anderson is hereby appointed to serve as the Youth Court Liaison.
- e.** Councilmember Anderson is hereby appointed to serve as the City's representative on the Legacy Junior High Community Council.
- f.** Councilmember Anderson is hereby appointed to serve as an Employee Appeals Board alternate member.
- g.** Councilmember Bolduc is hereby appointed to serve as a voting member on the Utah League of Cities and Towns (ULCT) Legislative Policy Committee.
- h.** Councilmember Bolduc is hereby appointed to serve as the City's representative on the Cook Elementary Community Council.
- i.** Councilmember Bolduc is hereby appointed to serve as the City's representative on the Syracuse High School Community Council.
- j.** Councilmember Bolduc is hereby appointed to serve as the City's representative on the Syracuse Junior High School Community Council.

- k.** Councilmember Bolduc is hereby appointed to serve as a volunteer liaison (for Boy Scout requests).
- l.** Councilmember Bolduc is hereby appointed to serve as the City's representative on the Buffalo Point Community Council.
- m.** Councilmember Bolduc is hereby appointed to serve as the liaison to the Emergency Preparedness Committee.
- n.** Councilmember Gailey is hereby appointed to serve as an Employee Appeals Board alternate member.
- o.** Councilmember Gailey is hereby appointed to serve as the liaison to Syracuse business community.
- p.** Councilmember Gailey is hereby appointed to serve as the Mayor Pro-Tem.
- q.** Councilmember Gailey is hereby appointed to serve as the liaison to the Planning Commission.
- r.** Councilmember Lisonbee is hereby appointed to serve as a liaison to the business community.
- s.** Councilmember Lisonbee is hereby appointed to serve as a volunteer liaison (for general requests).
- t.** Councilmember Lisonbee is hereby appointed to serve as the third Mayor Pro-Tem.
- u.** Councilmember Lisonbee is hereby appointed to serve as a voting member on the Utah League of Cities and Towns (ULCT) Legislative Policy Committee.
- v.** Councilmember Lisonbee is hereby appointed to serve as an Employee Appeals Board member.
- w.** Councilmember Lisonbee is hereby appointed to serve as the liaison to the Tree Board.
- x.**
- y.** Councilmember Maughan is hereby appointed to serve as the liaison to the Arts Council.
- z.** Councilmember Maughan is hereby appointed to serve as a liaison to the business community.
- aa.** Councilmember Maughan is hereby appointed to serve as the Museum Board Advisor.
- bb.** Councilmember Maughan is hereby appointed to serve as the City's representative to both Syracuse Arts Academy campuses. (elementary and junior high).
- cc.** Councilmember Maughan is hereby appointed to serve as the Second Pro-Tem.
- dd.** Councilmember Maughan is hereby appointed to serve as an Employee Appeals Board member.
- ee.** Councilmember Maughan is hereby appointed to serve as a voting member on the Utah League of Cities and Towns (ULCT) Legislative Policy Committee.
- ff.** Councilmember Maughan is hereby appointed to serve as the liaison to the Parks and Recreation Advisory Committee.
- gg.** Mayor Palmer is hereby appointed to serve as the City's representative on the Syracuse Elementary Community Council.

- hh. City Manager Bovero is hereby appointed to serve as a non-voting member on the Utah League of Cities and Towns (ULCT) Legislative Policy Committee
- ii. Public Works Director Whiteley is hereby appointed to serve as the City's representative on the Layton Canal Board.
- jj. Public Works Director Whiteley has been elected to the Davis and Weber Canal Board.

**Section 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 3. Effective Date.** This Resolution shall become effective immediately upon its passage.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 9<sup>th</sup> DAY OF FEBRUARY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, City Recorder

By: \_\_\_\_\_  
Terry Palmer, Mayor

**SYRACUSE CITY  
REPRESENTATIVES/LIAISONS**

| <b>Committee</b>                                    | <b>Contact</b>           | <b>Phone</b> | <b>City Rep/Liaison</b>    | <b>Meeting Dates</b>                              | <b>Time</b> |
|-----------------------------------------------------|--------------------------|--------------|----------------------------|---------------------------------------------------|-------------|
| Bluff Ridge Elementary Community Council            | Kristy Gardner, Chair    | 402-2850     | Councilmember Gailey       | 1st Tuesday of Month                              | 4:00 PM     |
| Buffalo Point Community Council                     | Sue Bevan, Chair         | 402-8400     | Councilmember Lisonbee     | 1st Thursday of Month                             | 3:50 PM     |
| Clearfield High School Community Council            | Lisa Bingham, Chair      | 402-8200     | Councilmember Anderson     | 3rd Wednesday of Month                            | 4:00 PM     |
| Cook Elementary Community Council                   | Natalie Argyle, Chair    | 402-2200     | Councilmember Bolduc       | 3/16/16, 4/13/16, 5/20/16                         | 4:00 PM     |
| Davis and Weber Canal Board Rep                     | Kay Meikle               | 774-6373     | Robert Whiteley            | Once a month on a given Wed.                      |             |
| Emergency Preparedness Committee Liaison            | Susan Pehrson            | 941-0827     | Councilmember Bolduc       | 4th Thursday of month                             | 4:30 PM     |
| Employee Appeals Board Alternate Member             | Shauna Greer             | 614-9646     | Councilmember Anderson     | as needed                                         |             |
| Employee Appeals Board alternate Member             | Shauna Greer             | 614-9646     | Councilmember Gailey       | as needed                                         |             |
| Employee Appeals Board Member                       | Shauna Greer             | 614-9646     | Councilmember Lisonbee     | as needed                                         |             |
| Employee Appeals Board Member                       | Shauna Greer             | 614-9646     | Councilmember Maughan      | as needed                                         |             |
| Employee Appeals Board Member                       | Shauna Greer             | 614-9646     | Councilmember Maughan      | as needed                                         |             |
| Layton Canal Board Rep                              | Janine Eames             | 774-0946     | Robert Whiteley            | Twice a year: Nov. & Jan.                         |             |
| Legacy Jr High School Community Council             | Melanie Smith, Chair     | 402-4700     | Councilmember Anderson     | **3rd Wednesday of Month                          | 4:00 PM     |
| Liaison to the business community                   |                          |              | Councilmember Gailey       |                                                   |             |
| Liaison to the business community                   |                          |              | Councilmember Lisonbee     |                                                   |             |
| Liaison to the business community                   |                          |              | Councilmember Maughan      |                                                   |             |
| Mayor Pro-Tem                                       |                          |              | Councilmember Gailey       |                                                   |             |
| Museum Board Advisor                                | Sue Warren               | 825-3633     | Councilmember Maughan      | Tuesdays                                          | 9:30 AM     |
| Parks and Recreation Advisory Committee Liaison     | Kresta Robinson          | 614-9654     | City Councilmember Maughan | 1st Thursday of Month                             | 6:30 PM     |
| Planning Commission Liaison                         | Brigham Mellor           | 614-9631     | Councilmember Gailey       | 1st & 3rd Tuesday of Month                        | 6:00 PM     |
| Second Mayor Pro-Tem                                |                          |              | Councilmember Lisonbee     |                                                   |             |
| Syracuse Arts Academy                               | Jaimie Liddell           | 784-5211     | Councilmember Maughan      | 2nd Thursday of Month (rotating between campuses) | 6:00 PM     |
| Syracuse City Arts Council Liaison                  | Kresta Robinson          | 614-9654     | Councilmember Maughan      | 1st Wednesday of Month                            | 8:00 PM     |
| Syracuse Elementary Community Council               | Michael Lee, Chair       | 402-2600     | Mayor Palmer               | *1st Tuesday of Month                             | 4:00 PM     |
| Syracuse High School Community Council Rep          | Michelle Dart, Chair     | 402-7900     | Councilmember Anderson     | 1st Wednesday of Month                            | 9:00        |
| Syracuse Jr High School Community Council           | Kenneth Hellewell, Chair | 402-6800     | Councilmember Anderson     | 2nd Wednesday of Month                            | 5:00 PM     |
| Third Mayor Pro-Tem                                 |                          |              | Councilmember Maughan      |                                                   |             |
| ULCT Legislative Policy Committee Non-Voting Member | Cameron Diehl            | 328-1601     | City Attorney Paul Roberts | Feb. 1, 8, 22, 29, & March 2                      | noon        |
| ULCT Legislative Policy Committee Voting Member     | Cameron Diehl            | 328-1601     | City Manager Brody Bovero  | Feb. 1, 8, 22, 29, & March 2                      | noon        |
| ULCT Legislative Policy Committee Voting Member     | Cameron Diehl            | 328-1601     | Councilmember Lisonbee     | Feb. 1, 8, 22, 29, & March 2                      | noon        |
| ULCT Legislative Policy Committee Voting Member     | Cameron Diehl            | 328-1601     | Mayor Palmer               | Feb. 1, 8, 22, 29, & March 2                      | noon        |
| Volunteer Liaison (for boy scout requests)          |                          |              | Councilmember Bolduc       |                                                   |             |
| Volunteer Liaison (for general requests)            |                          |              | Councilmember Lisonbee     |                                                   |             |
| Youth Council Liason                                | vacant                   |              | Mayor Palmer               |                                                   |             |
| Youth Court Liaison                                 | Lori Smith               | 309-3364     | Councilmember Anderson     | Every Thursday                                    | 5:00 PM     |

**SYRACUSE CITY  
REPRESENTATIVES/LIAISONS**

\*Except February 2016, meeting held 2nd Tuesday

\*\*Except 3/16/16, meeting from 8:00 am - 12:00 pm



# COUNCIL AGENDA

February 9, 2016

## Agenda Item #9

Proposed Resolution R16-12 authorizing Syracuse City Police Department to apply property in the Police Department's possession to public interest use and designating a specific public interest use for this property.

### *Factual Summation*

- Any question regarding this agenda item may be directed at Chief Atkin

### **Property in Police Possession**

The Police come into possession of property in several ways. The property may be turned in as "found" property, it may be seized as evidence, or it can be seized for safekeeping and abandoned after it is taken into police custody. For instance, a bicycle might be left on your front lawn, it might be seized by police because it was stolen, or a person may be arrested while they were riding their bicycle, resulting in the bike being held until they come to retrieve it.

Under State law, after sufficient due diligence is taken to notify the owner that the Department is holding their property, the City Council may take action to appropriate the property for public interest use. Codes permit the City to donate such items to bona fide charities, if the Council makes that designation.

As per our usual practice, the Department seeks to donate the bicycles to the Farmington Children's Justice Center for charitable purposes. There are few other items which the Department would like to convert to actual use in the Department, and two sets of items which the Department would like to sell.

It is the Council's prerogative to determine the appropriate public interest use to which these items should be applied.

**RESOLUTION R16-12**

**AN ORDINANCE OF THE SYRACUSE CITY COUNCIL GRANTING PERMISSION FOR THE POLICE DEPARTMENT TO APPROPRIATE CERTAIN PROPERTY IN ITS POSSESSION TO PUBLIC INTEREST USE**

**WHEREAS**, the Syracuse Police Department has acquired possession of bicycles and other property (lists of which are attached to this resolution) as evidence, lost or mislaid property, or which were held for safekeeping, is authorized pursuant to state law to dispose of the property, has made reasonable efforts to identify and notify owners of the property, and has either been unsuccessful in determining ownership over the property, or has notified the apparent owner and has not received a timely response;

**WHEREAS**, the City has complied or will comply with noticing provisions associated with the disposal of these items; and

**WHEREAS**, Utah Code permits the City Council to authorize the appropriation of this property to public use by utilizing the items, auctioning or selling them, or donating the items,

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

Pursuant to Utah Code Ann. §§ 24-3-103 & 77-24a-5, the property identified on the lists accompanying this resolution may be appropriated for public interest use in the manner identified in the attached Exhibit. Any sale or auction of items shall be in accordance with City policy, with proceeds deposited in the general fund of the City.

This ordinance shall be effective upon the date of publication.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

By: \_\_\_\_\_  
Terry Palmer  
Mayor

**EXHIBIT A**

**LIST OF PROPERTY TO BE CONVERTED TO PUBLIC USE**

**BICYCLES: To Be Donated to Farmington Children's Justice Center**

| Case Number | Make       | Model          | Color           |
|-------------|------------|----------------|-----------------|
| Y15-00924   | Thruster   | Freestyle      | Tan             |
| Y15-00953   | Unknown    | Unknown        | Chrome          |
| Y15-01165   | Mongoose   | Mudshark       | Blue            |
| Y15-01499   | Mongoose   | DXR AL         | Chrome/Red      |
| Y15-01967   | Next       | Misty          | Purple/White    |
| Y15-02053   | Mongoose   | KO             | White/Gray      |
| Y15-02530   | Huffy      | Trailrider     | Blue/Gray       |
| Y15-03050   | Next       | PX 6.0         | White/Red       |
| Y15-03635   | Next       | Surge          | Green/Silver    |
| Y15-04033   | Roadmaster | Granite Peaks  | Teal            |
| Y15-04308   | Kent       | X820           | Yellow          |
| Y15-04706   | Kent       | Trouble Maker  | Purple          |
| Y15-04853   | Next       | Whomp          | Blue            |
| Y15-05237   | Schwinn    | Ranger         | Gray/Red        |
| Y15-05656   | Mongoose   | Unknown        | Light Blue      |
| Y15-06631   | Schwinn    | Ranger         | Gray            |
| Y15-06631   | Huffy      | Echo Valley    | Blue            |
| Y15-06930   | Next       | Power Climber  | Red             |
| Y15-06992   | Haro       | Backtrail X2   | Gray            |
| Y15-07620   | Schwinn    | Delmar         | Purple          |
| Y15-07739   | Next       | Glamour Girl   | Gray/Purple     |
| Y15-07801   | Huffy      | Stone Mountain | Purple          |
| Y15-07809   | Thruster   | Chaos          | Neon Yellow     |
| Y15-08051   | Thruster   | Slider         | Black           |
| Y15-08374   | Unknown    | Unknown        | Gray            |
| Y15-08435   | Nishiki    | Olympic Royal  | Gray            |
| Y15-08671   | Mongoose   | XR100          | Red             |
| Y15-09479   | Thruster   | Fusion         | Gray            |
| Y15-09916   | Next       | Power Climber  | Light Blue/Gray |
| Y15-10051   | Pacific    | DS2            | Chrome          |

**OTHER ITEMS: To be retained by the City for Police Department Use**

| Case Number | Item        | Description               |
|-------------|-------------|---------------------------|
| Y15-02706   | Backpack    | Green – Tactical backpack |
| Y15-02706   | Backpack    | Green – Tactical backpack |
| Y15-02706   | Ipad Mini 3 | White – 128 GB            |
| Y15-02706   | Iphone 6    | 128 GB                    |

**OTHER ITEMS: To be sold/auctioned**

| Case Number | Item             | Description                    |
|-------------|------------------|--------------------------------|
| Y15-02706   | Protein powder   | 2-3.5 lb bottles – sealed      |
| Y15-02706   | Battery chargers | 4 – Gopro dual battery charger |



# Council AGENDA

## February 9<sup>th</sup>, 2016

### Agenda Item #10

### Proposed Ordinance approving amendments to the Syracuse City Planning Commission bylaws.

#### Summary

Following our joint session with the City Council, I have made some additional changes to the By-laws based upon my perception of the direction of the Council as a whole. As there were no votes cast, my perception could be mistaken. Nevertheless, these changes should at least serve as points of discussion.

The following parts of the by-laws have been modified/annotated from our previous version:

**II.B Duties of Chair** – New subsection (14) addressing the procedure by which the Commission seeks preliminary authorization from the Council before it begins any work on code amendments. If an issue is identified as being problematic or in need of attention, the Chair solicits approval from the Council to move forward with code amendments. This is meant to save the time of commissioners, councilmembers and staff, to avoid putting substantial effort into issues which the Council does not think need attention. If the Chair does not agree that the issue should be brought to the Council's attention, then two commissioners may impose upon the Chair a duty to bring the issue to the Council's attention.

**III.A Meeting Attendance** – This section starts with the expectation that commissioners are expected to attend all sessions of the Commission. It requires the Chair to transmit quarterly reports of attendance. It sets 80% as a threshold which triggers special attention. The by-laws do not call out a specific procedure when someone drops below that threshold. However, it will likely include Chair and Mayoral interviews to determine if circumstances have changed which make it difficult for the commissioner to make the meetings.

**IV.F Quorum** – It was suggested that one way to improve attendance would be to increase the number of commissioners required to form a quorum. We should discuss this issue further.

**IV.G Remote Participation** – It appeared that the Council was in favor of providing for remote attendance in cases where an individual is out of town or stricken with a serious illness, if the commissioner wishes to participate. The Council already has a resolution which allows electronic participation in meetings, so the specific procedures need not appear in the by-laws. However, state law requires that the agenda provide notice to the public that one or more members of the Commission may appear remotely. We should either begin noticing this on every agenda (this is a common practice in many jurisdictions), or require that the request be made before the agenda is published.

**VI Voting** – There was significant concern expressed over changing the number of votes

necessary to transact business before the Commission. There is a concern that reducing the number of required votes only encourages poor attendance. See my comments in the draft.

Paul Roberts

**SYRACUSE CITY  
PLANNING COMMISSION  
BYLAWS & RULES OF PROCEDURE**

Approved by City Council on ~~November, 29, 2014~~ **NEW DATE**

**I. PURPOSE AND SCOPE**

These policies and procedures are designed and adopted for the purpose of guidance and direction to the members of the Syracuse City Planning Commission in the performance of their duties. The Planning Commission shall be governed by the provisions of all applicable State Statutes, City ordinances and these rules. Nothing in these rules shall be interpreted to provide independent basis for invalidating or in any way altering a final decision of the Commission unless otherwise provided by City Ordinance or State Law. Nor shall anything herein be construed so as to provide or create an independent cause of action for any person or entity.

The scope of the Planning Commission shall include Title III of the Syracuse City Ordinance.

**II. ORGANIZATION.**

**A. Election of Chair and Vice-Chair.** The Commission, at its first regular meeting in ~~July~~ **January** of each year, shall elect a Chair and a Vice-Chair from the duly appointed members of the Commission by a majority of the total membership. The Chair and Vice-Chair may be elected to subsequent terms.

**B. Duties of the Chair.**

1. Preside and normally conduct meetings of the Commission and shall provide general direction for the meetings
2. Be a voting member of the Syracuse City Planning Commission
3. Approve the agenda prior to the meeting
4. Call the Commission to order, and proceed with the order of business
5. Announce the business before the Commission in the order in which it is to be acted upon
6. Receive and submit in the proper manner all motions and propositions presented by the members of the Commission
7. Put to vote all questions which are properly moved, or necessarily arise in the course of proceedings and to announce the result thereof

8. Inform the Commission, when necessary, or when referred to for that purpose, on any point of order or practice. In the course of discharge of this duty, the Chair shall have the right to call upon Legal Counsel for advice
9. Authenticate by signature when necessary, or when directed by the Commission, all acts, orders and proceedings of the Commission
10. Maintain order at meetings of the Commission
11. Move the agenda along, hold down redundancy, reference handouts and procedures in a sensitive way during meetings
12. Recognize speakers and commissioners prior to receiving comments and presentation of physical evidence, i.e., plans and pictures
13. Oversee all committees set up under the Planning Commission

~~13-14.~~ Convey issues which may result in potential code amendments to the City Council for initial input and approval to move forward with drafting those amendments. This shall be conveyed through the Council liaison, and the duty to convey these issues may also be initiated by two commission members during any meeting.

**C. Duties of the Vice-Chair.** The Vice-Chair, during absence of the Chair, shall perform all the duties and functions of the Chair. In the event the Chair resigns or is removed from the Planning Commission, the Vice-Chair shall become the new Chair. The new Chair and/or Commission shall nominate a new Vice-Chair. The new Vice-Chair shall be approved by vote of the Planning Commission.

**D. Temporary Chair.** In the event of the absence or disability of both the Chair and the Vice-Chair, the senior member of the Commission in attendance shall serve as a temporary Chair to serve until the Chair or Vice-Chair shall return. In such event, the temporary Chair shall have all the powers and perform the functions and duties herein assigned to the Chair of the Commission.

**E. Secretary.** The ~~Administrative~~ Secretary ~~shall serve as secretary~~ of the Commission shall be designated by the Community Development Director. The secretary shall have the following duties:

1. To give notice of all Planning Commission meetings
2. To keep and record the minutes of the proceedings of the Commission

~~2-3.~~ To collect all documents, papers or presentations presented to the commission during the meeting, including exhibits, visual presentations, letters and drawings

~~3.4~~ To keep and record a permanent record file of all documents and papers pertaining to the work of the Commission and see that the Commission agendas and minutes are posted on the City website in a timely manner

~~4.5~~ To perform such other duties as may be required

### III. DUTIES OF MEMBERS

**A. Meeting Attendance.** Every member of the Commission ~~should~~ is expected to attend ~~the all~~ sessions of the Commission unless duly excused or unless unable to attend because of extenuating circumstances. Any member desiring to be excused will notify the secretary and/or the Chair. The secretary shall call the same to the attention of the Chair. Reports of attendance, with notations of whether the Chair was notified prior to the meeting, shall be submitted to the Mayor on at least a quarterly basis. Attendance falling below 80% during a six-month period is an indication that a commissioner's attendance is in need of attention.

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- A Planning Commissioner experiencing, in their opinion, a conflict of interest, shall declare that interest publicly, shall abstain from discussion and voting on the action, and may sit in the audience or be excused from the room during consideration of the action. That Commissioner shall not discuss the matter privately with any other commissioner.
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4. The vote of a Planning Commissioner deemed to be experiencing a conflict of interest, who fails to be disqualified, shall be disallowed.
5. A conflict of interest may exist under these bylaws although a Planning Commissioner may not believe an actual conflict does exist; therefore, a Planning Commissioner who has any question as to whether a conflict of interest exists under these bylaws shall raise the matter with the other Planning Commissioners. The matter may be tabled until such time that the City Attorney's Office can be contacted in order that a determination may be made as to whether a conflict of interest exists.
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**D. Commissioner Removal.** A Commission member may be permanently removed from the Planning Commission as outlined in City Code. Recommendation for such action

may also be made by a majority vote of the Commission to the Mayor and may be based on any of the following:

1. Continuous unjustified non-attendance of Planning Commission work meetings and/or regular meetings.
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  - a. Repeatedly showing a lack of preparation during meetings, or
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1. Reports and official records of a public planning agency must be open on an equal basis to all inquiries.
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**B. Regular Meetings.** Regular meetings of the Planning Commission shall be held on the first and third Tuesdays of each month at the hour of 6:00 p.m.

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**E. Joint Sessions.** Joint sessions between Planning Commission and City Council may occur at the request of the Mayor and/or Council.

**F. Quorum.** Four members of the Commission shall constitute a quorum ~~thereof for the transaction of all business except where unanimous consent of all members is required.~~ Any member disqualified because of a conflict of interest shall not be considered when determining whether a quorum is constituted.

**Comment [PR1]:** As an attempt to improve attendance, it has been proposed that the amount of commissioners required to constitute a quorum could be raised to 5.

**G. Remote Participation.** Commissioners who are out-of-town or seriously ill may participate in proceedings remotely through the means of electronic communication. Arrangements for remote participation should be made one week in advance of the meeting, and may only occur if the agenda has provided requisite notice of the arrangement. Participation may occur through audio or audio-visual applications. A remote participant is a full participant during the proceedings.

**GH. Content.** Discussions in the meetings are to be limited to agenda items and issues reasonably related thereto. Comments or presentations by the public are to be limited to relevant issues. In order to ensure that the meetings proceed timely and orderly, the

Chair may impose a time limit on those desiring to address the Commission. Any person who disrupts the meeting by exceeding a time limit, discussing irrelevant issues, or otherwise, may be removed at the direction of the Chair. Future agenda items may be added at the request of two or more Commissioners.

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#### **H.J. Order and Decorum.**

1. Consideration of Agenda Items. The following procedures for consideration of business items on the agenda will normally be observed. However, the procedure may be modified by the chairman if necessary for the expeditious conduct of business.
  - a. Chair introduces the agenda items.
  - b. City staff is invited to provide comments and/or recommendations.
  - c. Petitioner presents the proposal.
  - d. Commissioners ask questions and seek clarification on issues presented.
  - e. Petitioner is asked to be seated.
  - f. If item includes a public hearing then public is invited to provide comments, evidence or opinions, to ask questions and to seek clarification on issues presented.
  - g. City staff and applicant shall be given the opportunity to respond to questions, criticism or concerns expressed by the public. Members of the public shall not be permitted to further engage with the applicant or staff.
  - gh. Commissioners discuss the proposal and ask for clarification as necessary.

h. Chair requests a motion on the proposal.

i. Upon motion and second, commissioners vote on the proposal. Any commissioner may, prior to casting a vote, explain the basis for his or her vote. The Commission may approve, deny, table, or approve with conditions the proposal before them.

**K. Time.** Meetings shall not exceed 9:00 p.m. unless extended through a two-thirds (2/3) majority vote of the Commission in attendance.

**L. Additional Guidelines.** In addition to these policies and procedures, the Commission may invoke additional guidelines as necessary to address issues as they arise so long as they are consistent with the nature and intent with the content herein.

## V. MOTIONS.

**A. Making of Motions.** Any Planning Commissioner, but the Chair, may make or second a motion. Motions should state findings for denial or approval within the motion:

1. Motions should state findings at the beginning.
2. The staff reports should be in sufficient detail to assist Planning Commission in stating findings.
3. All motions should be repeated at the direction of the Chair

**B. Second Required.** Each motion of the Planning Commission must be seconded, except for the motion to adjourn a meeting; a motion that fails to receive a second shall fail.

**C. Withdrawing a Motion.** After a motion is stated by the Chair or read by the secretary, it shall be deemed in the possession of the Commission, but may be withdrawn at any time before decision or amendment by the unanimous consent of the Commission ers in attendance. The Commissioner who made the motion may withdraw it at any time prior to the vote being taken.

**D. Motion to Table.** A motion to table an agenda item for further study should be accompanied by specific reasons for continuing the matter and whenever possible, a specific date to rehear the matter is to be scheduled.

**E. Amending Motions.** When a motion is pending before the Commission, any member may suggest an amendment without a second, at any time prior to the Chair putting the motion to a vote. The amendment must be accepted by the author and the second of the motion in order to amend the stated motion. The author and the second may choose not to accept the amendment.

**F. Amending Amendments to Motions.** An amendment to a motion may be amended, no second required, at any time prior to the Chair putting the motion to a vote. The amendment must be accepted by the author and the second of the motion in order to amend the stated motion. The author and the second may choose not to accept the amendment

**G. Substitute Motions.** A substitute motion, which shall replace the original motion, may be made prior to a vote on the original motion. After a substitute motion has been seconded, then it becomes the motion to be put to vote; the original motion is only voted on if the substitute motion fails.

**H. To Rescind a Motion.** A motion to rescind or make void the results of a prior motion may take place when the applicant and other persons directly affected by the motion have not materially changed their position in reliance on the Commission's action on the motion.

**I. To Reconsider a Motion.** To recall a previous motion for further evaluation and/or action, a motion for reconsideration may be made by a Commissioner who voted with the majority. The motion to reconsider must pass with a majority vote. If it is determined that the motion should stand as previously approved, no formal vote is necessary. If the former motion is to be amended or made void, the motion shall be put to a formal vote of the Commission. Motions to reconsider a previous motion must take place during the same meeting the motion was made ~~or when the minutes containing that particular item are approved.~~ If present, the applicant shall be given an opportunity to address the Commission before the vote upon the motion which is being reconsidered.

**J. Motion to Open and Close Hearings is not required.** The Chair will state when the public portion of the hearings are open and closed.

**K. Motion to Recess.** A motion shall be made to break for a specific purpose while also stipulating a specific time to reconvene the meeting. The time to reconvene must be during the same day as the meeting in which the motion to recess was made.

**L. Motion to Adjourn.** A motion to adjourn the meeting shall be made at the end of ~~each~~ Planning Commission regular and work meetings. No second to the motion to adjourn is required.

## VI. VOTING.

Except as otherwise specifically provided in these rules, a vote of the majority of Commissioners participating in the vote~~four (4) members of the Commission~~ shall be required ~~and shall be sufficient~~ to transact any business before the Planning Commission.

**A. Changing a Vote.** No member shall be permitted to change his/her vote after the decision is announced by the Chair.

**Comment [PR2]:** There were concerns that making this change would support non-attendance, because commissioners might think that the business will be transacted in their absence. However, the discussions regarding changes in policies related to attendance, reporting and thresholds may have alleviated this somewhat.

An alternative change advanced by Commissioner Thorson was a provision which allowed for a 3-2 vote to carry the day, rather than always requiring 4 votes.

Even with improved attendance, one missing commissioner, plus one recusal, could lead to this type of voting situation.

Under that proposal, if only 4 members were voting, a unanimous decision would need to be reached. However, as this is the current state of the by-laws, it would be no more onerous than our current code provisions.

We should give this section additional attention and put together a proposal that best fits the Commission's needs.

**B. Tie Votes.** Tie votes shall cause a motion to fail.

**C. ~~Conflict of Interest/Disqualification.~~ See section III. B.**

## VII. COMMITTEES

Committees may be set up by the Planning Commission to enhance planning of specific areas of the city.

**A. Scope and Duration.** The Planning Commission Chair, with the consent of the Planning Commission, shall set the scope and duration of each committee at the inception of the committee.

**B. Members.** The Planning Commission Chair shall appoint members of the Planning Commission to serve as chair and vice-chair of each committee. Committee chair and vice-chair, including input from other Commissioners, shall select other members of the committee. Committee membership should not normally exceed 12 members, including chair and vice-chair. No more than two sitting Planning Commissioners may be appointed to a committee.

**C. Purpose and Need Document.** Each committee shall draft a Purpose and Need document and present it to the Planning Commission for approval within six weeks of the first committee meeting. Purpose and Need document should keep committee work within the scope laid out for the committee at inception. If a need to revise the scope exists, it shall be brought back to the Planning Commission for approval.

**D. Progress Reporting.** Committees shall report to the Planning Commission at intervals determined by the Planning Commission Chair. Committees shall not make reports to other entities, without first reporting to the Planning Commission and receiving permission.

**E. Completion of Committee Tasking.** At the completion of the assigned task or assigned duration, the committee shall present findings and recommendations to the Planning Commission. In its final report, all final documents generated by the Committee, including minutes, shall be presented in a final packet. If the committee was unable to complete task within assigned duration, the committee may request an extension from the Planning Commission.

## VIII. AMENDMENTS.

These rules may be amended at any regular meeting of the Planning Commission by an affirmative vote of the Commission provided that such amendment has been presented in writing to each member of the Commission at least 48 hours preceding the meeting at which the vote is taken. Such amendments shall be submitted to the City Council for its approval before they shall take effect.

**ORDINANCE 2016- 09**

**AN ORDINANCE OF THE SYRACUSE CITY COUNCIL APPROVING AMENDMENTS TO THE BYLAWS OF THE PLANNING COMMISSION.**

**WHEREAS**, the Syracuse City Planning Commission has prepared proposed amendments to the Commission by-laws; and

**WHEREAS**, pursuant to Syracuse Municipal Code § 3.10.040, rules and procedures of the Commission must be approved by the City Council before taking effect; and

**WHEREAS**, the City Council has reviewed the proposed amendments and made all changes to the by-laws which the Council wishes; and

**WHEREAS**, the City Council finds that the amendment will provide for the orderly administration of business before the Commission,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:

**The attached by-law amendments are hereby approved.**

This ordinance shall be effective upon the date of publication.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, CMC  
City Recorder

By: \_\_\_\_\_  
Terry Palmer  
Mayor

**SYRACUSE CITY  
PLANNING COMMISSION  
BYLAWS & RULES OF PROCEDURE**

Approved by City Council on ~~November, 29, 2011~~ [NEW DATE]

**I. PURPOSE AND SCOPE**

These policies and procedures are designed and adopted for the purpose of guidance and direction to the members of the Syracuse City Planning Commission in the performance of their duties. The Planning Commission shall be governed by the provisions of all applicable State Statutes, City ordinances and these rules. Nothing in these rules shall be interpreted to provide independent basis for invalidating or in any way altering a final decision of the Commission unless otherwise provided by City Ordinance or State Law. Nor shall anything herein be construed so as to provide or create an independent cause of action for any person or entity.

The scope of the Planning Commission shall include Title III of the Syracuse City Ordinance.

**II. ORGANIZATION.**

**A. Election of Chair and Vice-Chair.** The Commission, at its first regular meeting in ~~July~~ January of each year, shall elect a Chair and a Vice-Chair from the duly appointed members of the Commission by a majority of the total membership. The Chair and Vice-Chair may be elected to subsequent terms.

**B. Duties of the Chair.**

1. Preside and normally conduct meetings of the Commission and shall provide general direction for the meetings
2. Be a voting member of the Syracuse City Planning Commission
3. Approve the agenda prior to the meeting
4. Call the Commission to order, and proceed with the order of business
5. Announce the business before the Commission in the order in which it is to be acted upon
6. Receive and submit in the proper manner all motions and propositions presented by the members of the Commission
7. Put to vote all questions which are properly moved, or necessarily arise in the course of proceedings and to announce the result thereof

8. Inform the Commission, when necessary, or when referred to for that purpose, on any point of order or practice. In the course of discharge of this duty, the Chair shall have the right to call upon Legal Counsel for advice
9. Authenticate by signature when necessary, or when directed by the Commission, all acts, orders and proceedings of the Commission
10. Maintain order at meetings of the Commission
11. Move the agenda along, hold down redundancy, reference handouts and procedures in a sensitive way during meetings
12. Recognize speakers and commissioners prior to receiving comments and presentation of physical evidence, i.e., plans and pictures

13. Oversee all committees set up under the Planning Commission

~~13.~~14. Convey issues which may result in potential code amendments to the City Council for initial input and approval to move forward with drafting those amendments. This shall be conveyed through the Council liaison, and the duty to convey these issues may also be initiated by two commission members during any meeting.

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### **H.J. Order and Decorum.**

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  - a. Chair introduces the agenda items.
  - b. City staff is invited to provide comments and/or recommendations.
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  - d. Commissioners ask questions and seek clarification on issues presented.
  - e. Petitioner is asked to be seated.
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    - g. City staff and applicant shall be given the opportunity to respond to questions, criticism or concerns expressed by the public. Members of the public shall not be permitted to further engage with the applicant or staff.
  - gh. Commissioners discuss the proposal and ask for clarification as necessary.
  - hi. Chair requests a motion on the proposal.

ij. Upon motion and second, commissioners vote on the proposal. Any commissioner may, prior to casting a vote, explain the basis for his or her vote. The Commission may approve, deny, table, or approve with conditions the proposal before them.

**IK. Time.** Meetings shall not exceed 9:00 p.m. unless extended through a two-thirds (2/3) majority vote of the Commission in attendance.

**JL. Additional Guidelines.** In addition to these policies and procedures, the Commission may invoke additional guidelines as necessary to address issues as they arise so long as they are consistent with the nature and intent with the content herein.

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**A. Making of Motions.** Any Planning Commissioner, but the Chair, may make or second a motion. Motions should state findings for denial or approval within the motion:

1. Motions should state findings at the beginning.
2. The staff reports should be in sufficient detail to assist Planning Commission in stating findings.
3. All motions should be repeated at the direction of the Chair

**B. Second Required.** Each motion of the Planning Commission must be seconded, except for the motion to adjourn a meeting; a motion that fails to receive a second shall fail.

**C. Withdrawing a Motion.** After a motion is stated by the Chair or read by the secretary, it shall be deemed in the possession of the Commission, but may be withdrawn at any time before decision or amendment by the unanimous consent of the Commission ers in attendance. The Commissioner who made the motion may withdraw it at any time prior to the vote being taken.

**D. Motion to Table.** A motion to table an agenda item for further study should be accompanied by specific reasons for continuing the matter and whenever possible, a specific date to rehear the matter is to be scheduled.

**E. Amending Motions.** When a motion is pending before the Commission, any member may suggest an amendment without a second, at any time prior to the Chair putting the motion to a vote. The amendment must be accepted by the author and the second of the motion in order to amend the stated motion. The author and the second may choose not to accept the amendment.

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## VIII. AMENDMENTS.

These rules may be amended at any regular meeting of the Planning Commission by an affirmative vote of the Commission provided that such amendment has been presented in writing to each member of the Commission at least 48 hours preceding the meeting at which the vote is taken. Such amendments shall be submitted to the City Council for its approval before they shall take effect.

**SYRACUSE CITY  
PLANNING COMMISSION  
BYLAWS & RULES OF PROCEDURE**

Approved by City Council on ~~November, 29, 2011~~ [NEW DATE]

**I. PURPOSE AND SCOPE**

These policies and procedures are designed and adopted for the purpose of guidance and direction to the members of the Syracuse City Planning Commission in the performance of their duties. The Planning Commission shall be governed by the provisions of all applicable State Statutes, City ordinances and these rules. Nothing in these rules shall be interpreted to provide independent basis for invalidating or in any way altering a final decision of the Commission unless otherwise provided by City Ordinance or State Law. Nor shall anything herein be construed so as to provide or create an independent cause of action for any person or entity.

The scope of the Planning Commission shall include Title III of the Syracuse City Ordinance.

**II. ORGANIZATION.**

**A. Election of Chair and Vice-Chair.** The Commission, at its first regular meeting in ~~July~~ January of each year, shall elect a Chair and a Vice-Chair from the duly appointed members of the Commission by a majority of the total membership. The Chair and Vice-Chair may be elected to subsequent terms.

**B. Duties of the Chair.**

1. Preside and normally conduct meetings of the Commission and shall provide general direction for the meetings
2. Be a voting member of the Syracuse City Planning Commission
3. Approve the agenda prior to the meeting
4. Call the Commission to order, and proceed with the order of business
5. Announce the business before the Commission in the order in which it is to be acted upon
6. Receive and submit in the proper manner all motions and propositions presented by the members of the Commission
7. Put to vote all questions which are properly moved, or necessarily arise in the course of proceedings and to announce the result thereof

8. Inform the Commission, when necessary, or when referred to for that purpose, on any point of order or practice. In the course of discharge of this duty, the Chair shall have the right to call upon Legal Counsel for advice
9. Authenticate by signature when necessary, or when directed by the Commission, all acts, orders and proceedings of the Commission
10. Maintain order at meetings of the Commission
11. Move the agenda along, hold down redundancy, reference handouts and procedures in a sensitive way during meetings
12. Recognize speakers and commissioners prior to receiving comments and presentation of physical evidence, i.e., plans and pictures

13. Oversee all committees set up under the Planning Commission

13-14. Convey issues which may result in potential code amendments to the City Council for initial input and approval to move forward with drafting those amendments. This shall be conveyed through the Council liaison, and the duty to convey these issues may also be initiated by two commission members during any meeting.

**C. Duties of the Vice-Chair.** The Vice-Chair, during absence of the Chair, shall perform all the duties and functions of the Chair. In the event the Chair resigns or is removed from the Planning Commission, the Vice-Chair shall become the new Chair. The new Chair and/or Commission shall nominate a new Vice-Chair. The new Vice-Chair shall be approved by vote of the Planning Commission.

**D. Temporary Chair.** In the event of the absence or disability of both the Chair and the Vice-Chair, the senior member of the Commission in attendance shall serve as a temporary Chair to serve until the Chair or Vice-Chair shall return. In such event, the temporary Chair shall have all the powers and perform the functions and duties herein assigned to the Chair of the Commission.

**E. Secretary.** The ~~Administrative~~ Secretary ~~shall serve as secretary~~ of the Commission shall be designated by the Community Development Director. The secretary shall have the following duties:

1. To give notice of all Planning Commission meetings

2. To keep and record the minutes of the proceedings of the Commission

2.3. To collect all documents, papers or presentations presented to the commission during the meeting, including exhibits, visual presentations, letters and drawings

~~3.4.~~To keep and record a permanent record file of all documents and papers pertaining to the work of the Commission and see that the Commission agendas and minutes are posted on the City website in a timely manner

~~4.5.~~To perform such other duties as may be required

### III. DUTIES OF MEMBERS

**A. Meeting Attendance.** Every member of the Commission ~~should~~ is expected to attend ~~the all~~ sessions of the Commission unless duly excused or unless unable to attend because of extenuating circumstances. Any member desiring to be excused will notify the secretary and/or the Chair. The secretary shall call the same to the attention of the Chair. Reports of attendance, with notations of whether the Chair was notified prior to the meeting, shall be submitted to the Mayor on at least a quarterly basis. Attendance falling below 80% during a six-month period is an indication that a commissioner's attendance is in need of attention.

**B. Conflict of Interest.** A Planning Commissioner ~~to whom some private benefit may come whose personal economic interest will be substantially furthered~~ as the result of a Planning Commission action shall not be a participant in the action. A Commissioner participates in the action if the Commissioner votes upon, discusses during Planning Commission meetings, or works with staff in their capacity as Commissioner, with respect to that action.

1. Substantial furtherance of the economic interest of relations or friends of the Commissioner shall also be grounds for recusal. The private benefit may be direct or indirect; create a material or personal gain; or provide an advantage to relations, friends, or to groups and associations which hold some share of a person's loyalty. However, membership itself in a group or organization shall not be considered a per se conflict of interest, but only applies if as to Planning Commission action concerning such group or unless a reasonable person would conclude that such membership in itself would prevent an objective consideration of the matter. A generally applicable ordinance which confers a benefit upon the community to which the Commissioner belongs is not considered a per se conflict of interest.

2. A Planning Commissioner experiencing, in their opinion, a conflict of interest, shall declare that interest publicly, shall abstain from discussion and voting on the action, and may sit in the audience or be excused from the room during consideration of the action. That Commissioner shall not discuss the matter privately with any other commissioner.

3. When the Planning Commissioner is the applicant in a land use decision the Commissioner is allowed to present and discuss the application, but shall not

participate in the voting decision of the Planning Commission. It is encouraged that the Planning Commissioner has an alternate party act on their behalf.

4. The vote of a Planning Commissioner deemed to be experiencing a conflict of interest, who fails to be disqualified, shall be disallowed.
5. A conflict of interest may exist under these bylaws although a Planning Commissioner may not believe an actual conflict does exist; therefore, a Planning Commissioner who has any question as to whether a conflict of interest exists under these bylaws shall raise the matter with the other Planning Commissioners. The matter may be tabled until such time that the City Attorney's Office can be contacted in order that a determination may be made as to whether a conflict of interest exists.
6. The requirements of Section 10-3-1301 et. Seq. Of the Utah Code, known as the "Municipal Officers' and Employees' Ethics Act", shall be adhered to. If a conflict exists between these policies, State law, or City ordinance, the strictest shall apply.

**C. Gifts and Favors.** Gifts, favors, or advantages must not be accepted in connection with the duties of the Planning Commission~~if they are offered because the receiver holds a position of public responsibility.~~ It is very important that Planning Commissioners be fair and impartial in their dealings with the public and that they serve all citizens equally. It is not enough to avoid favoritism; ~~they~~ they should strive to avoid even the appearance of giving preference to one citizen or business applicant over any other.

1. ~~The value of a gift or advantage and the relation of the giver to public business should be considered in determining acceptability. Small gifts that come in the form of business lunches, calendars, or office bric-a-brac are often, not always, acceptable. In cases of doubt, refuse. In cases of marginal doubt, refuse. Planning Commissioners shall refuse all gifts or other items – no matter the value – provided by a current applicant, or a prior applicant upon whose application the Commissioner participated.~~
2. Planning Commissioners should not accept gifts from outside agencies which may be competing or applying for City business, permits, or development decisions. Accepting gifts not only gives the appearance of favoritism, but may create an embarrassing and possible unlawful position for the City.
3. Items of small value such as calendars, pencils, etc. (usually to be considered \$50 or less) with advertising or logos are acceptable, but larger items such as clothing, equipment for personal use, etc. should be politely declined.

**D. Commissioner Removal.** A Commission member may be permanently removed from the Planning Commission as outlined in City Code. Recommendation for such action

may also be made by a majority vote of the Commission to the Mayor and may be based on any of the following:

1. Continuous unjustified non-attendance of Planning Commission work meetings and/or regular meetings.
2. Demonstrated inability or unwillingness to participate cooperatively as a working member of the Commission including, but not limited to, such actions as:
  - a. Repeatedly showing a lack of preparation during meetings, or
  - b. Repeated attempts to disrupt meetings; or
  - c. Frequent votes contrary to the evidence presented for no apparent reason.
3. Failure to conduct oneself in a professional and competent manner appropriate to the position of Planning Commissioner.
4. Violation of the criminal laws, federal, state, or local.
5. A change in residency outside of Syracuse City.
6. Failure to abide by Syracuse City Human Resources Policies and Procedures as it relates to employee conduct.

**E. Treatment of Information.** It is important to discriminate between planning information that belongs to the public and planning information that does not.

1. Reports and official records of a public planning agency must be open on an equal basis to all inquiries.
2. Any record or portion of a record which contains private or protected information shall be kept, disseminated and retained in accordance with the Utah Government Records Access Management Act. Information considered private, controlled or protected, that is learned in the course of performing planning duties must be treated in confidence if specifically requested by the applicant or as dictated by Title X of the Syracuse City Municipal Code. Such information becomes public when an application for official action, such as a change in zone classification or approval of a plat, is submitted.
3. ~~Information contained in studies that are in progress in a planning agency should not be divulged except in accordance with established agency policies on the release of its studies. A public planning agency is not required to share its thoughts publicly.~~

4.3. Prearranged private meetings between a Planning Commissioner and applicants, their agents, or other interested parties, are prohibited. Partisan information on any application received by a Planning Commissioner whether by mail, telephone, or other communication shall be made part of the public record.

5.4. Any member of the Commission may make a concurring or dissenting report or recommendation to the City Council whenever he/she deems advisable. Reports and recommendations must be submitted to City Council in a written format for inclusion in City Council documentation and materials.

#### IV. MEETINGS.

**A. Place.** All meetings of the Planning Commission shall be held in the City Council Chambers of City Hall, Syracuse, Utah, or at such other place in Syracuse City as the Commission may designate.

**B. Regular Meetings.** Regular meetings of the Planning Commission shall be held on the first and third Tuesdays of each month at the hour of 6:00 p.m.

**C. Work Meetings.** Work meetings may be held on the first and third Tuesdays of each month after the regular meeting.

**D. Unscheduled Meetings.** An unscheduled meeting may be held after consent of unanimous vote of the Planning Commissioners in attendance at a regularly ~~scheduled~~ meeting. An unscheduled meeting may not be held that has the appearance of giving preference to one citizen or business applicant or may create an embarrassing and possible unlawful position for the City.

**E. Joint Sessions.** Joint sessions between Planning Commission and City Council may occur at the request of the Mayor and/or Council.

**F. Quorum.** Four members of the Commission shall constitute a quorum ~~thereof for the transaction of all business except where unanimous consent of all members is required.~~ Any member disqualified because of a conflict of interest shall not be considered when determining whether a quorum is constituted.

**G. Remote Participation.** Commissioners who are out-of-town or seriously ill may participate in proceedings remotely through the means of electronic communication. Remote participation may only occur if the agenda has provided requisite notice of the arrangement. Participation may occur through audio or audio-visual applications. A remote participant is a full participant during the proceedings.

**GH. Content.** Discussions in the meetings are to be limited to agenda items and issues reasonably related thereto. Comments or presentations by the public are to be limited to relevant issues. In order to ensure that the meetings proceed timely and orderly, the Chair may impose a time limit on those desiring to address the Commission. Any

person who disrupts the meeting by exceeding a time limit, discussing irrelevant issues, or otherwise, may be removed at the direction of the Chair. Future agenda items may be added at the request of two or more Commissioners.

### **I. Agenda and Submitted Documents.**

1. Future agenda items shall be placed on the next available agenda by the Chairman, at the request of two or more Commissioners.
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3. For items which are scheduled for final action, the applicant and staff must submit to the Secretary all documents for consideration of that item, at least five days prior to the meeting. Commissioners who wish to submit additional documents, revisions or comments may submit them to the Secretary and Chairman. Those items shall be disseminated to the applicant and Planning Commissioners as soon as practicable, and shall be made available to the public during Commission meeting.

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# COUNCIL AGENDA

February 9th, 2016

## Agenda Item #11

**Proposed Ordinance 16-08 Rezoning property located at approximately 1679 Marilyn Drive from R-3 Residential Zone to Neighborhood Services Zone. Applicant, Paul Toniolli.**

### Factual Summation

Please review the following information. Any questions regarding this agenda item may be directed at Brigham Mellor, CED Director.

|                   |                       |
|-------------------|-----------------------|
| Location:         | 1679 Marilyn Dr.      |
| Current Zoning:   | R-3                   |
| Requested Zoning: | Neighborhood Services |
| General Plan:     | Neighborhood Services |
| Total Area:       | 1.13 Acres            |
| PC approval:      | 2/2/16 - unanimous    |

### Summary

The applicant is requesting to rezone the property from R-3 to Neighborhood Services which matches the General Plan map. They would like to build a small animal clinic on the property which is an allowed use in the Neighborhood Services zone. This application is only for the zone change. The applicant will be required to receive site plan approval from Planning Commission and a positive recommendation from the Architectural Review Committee. As part of the site planning process, the parking, landscaping, lighting, building architecture, and details of the project will be evaluated. They will be required to construct a 6' fence and dense landscaping next to any neighboring residential houses. The proximity of the parcel to neighboring houses (<200') prohibits them from running an animal hospital. The difference between an animal hospital and clinic is that hospitals treat livestock and poultry, and have outdoor exercise runs. An animal clinic would be allowed at this location as long as the walls are soundproofed. The property does not meet the requirements to be a commercial kennel because it is not 5 acres and 200 feet from neighboring houses.

### Attachments:

- Aerial
- Zoning Map
- GP Map
- R-3 Zone Description
- Neighborhood Services Zone Description
- Animal Related Ordinances

### Suggested Motions Grant

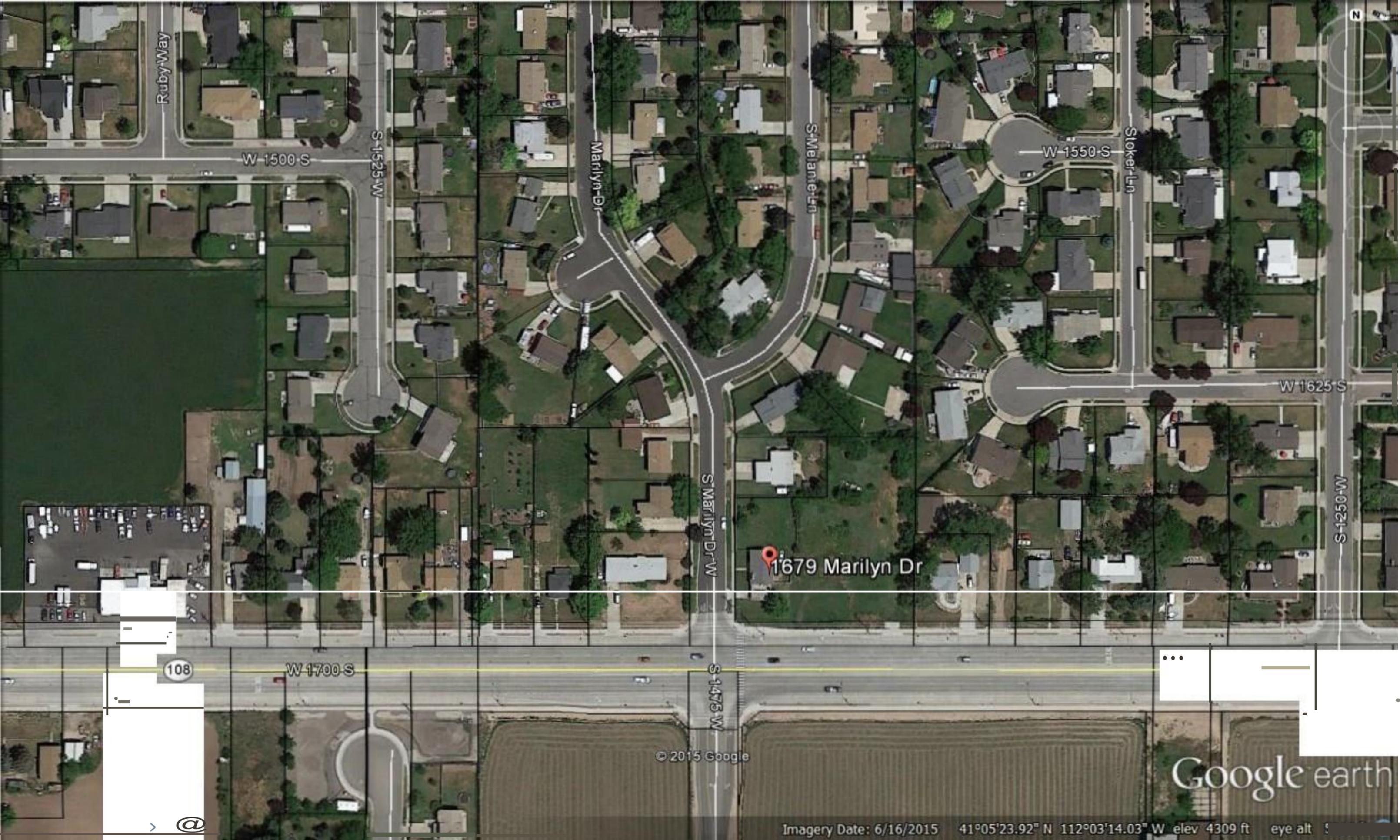
I move to recommend approval, to rezone property located at 1679 Maryilyn Dr from R-3 to Neighborhood Services, subject to all applicable requirements of the City's municipal codes (and to the condition(s) that...)

### Deny

I move to recommend denial, to rezone property located at 1679 Maryilyn Dr from R-3 to Neighborhood Services, based on...

**Table**

I move to table discussions pertaining to the rezone request for property located at 1679 Maryilyn Dr from R-3 to Neighborhood Services, until...



Ruby Way

W 1500 S

S-1525-W

Marilyn-Dr

S-Melanne-Ln

W-1550-S

Stoker-Ln

W 1625 S

S-1250-W

1679 Marilyn Dr

108

W 1700 S

S-1475-W

© 2015 Google

Google earth

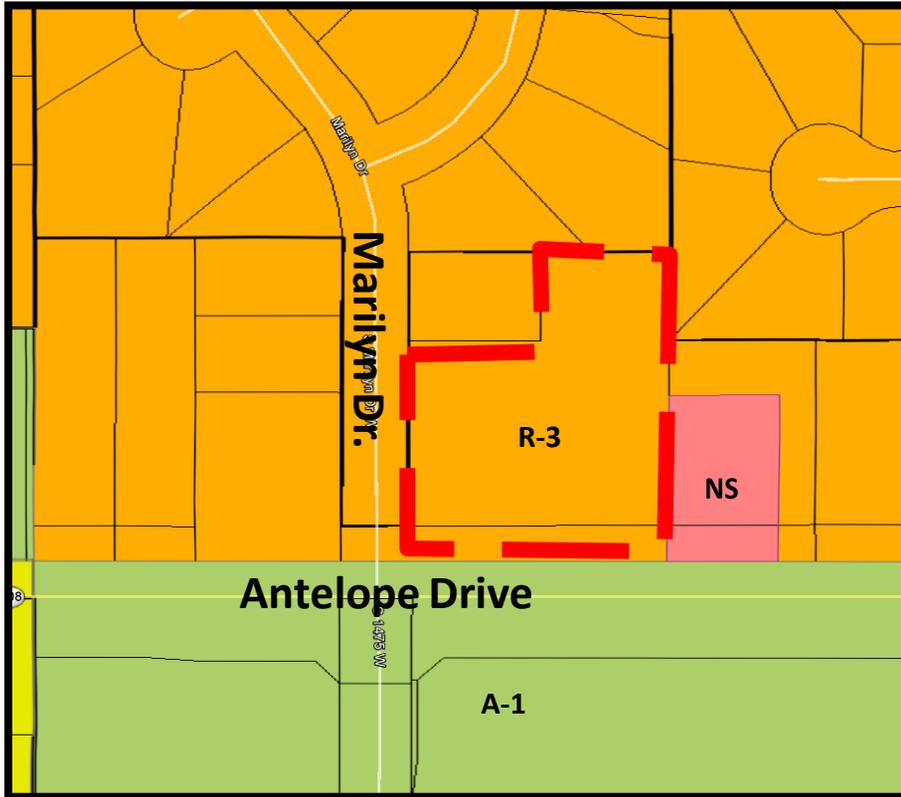
Imagery Date: 6/16/2015 41°05'23.92" N 112°03'14.03" W elev 4309 ft eye alt :



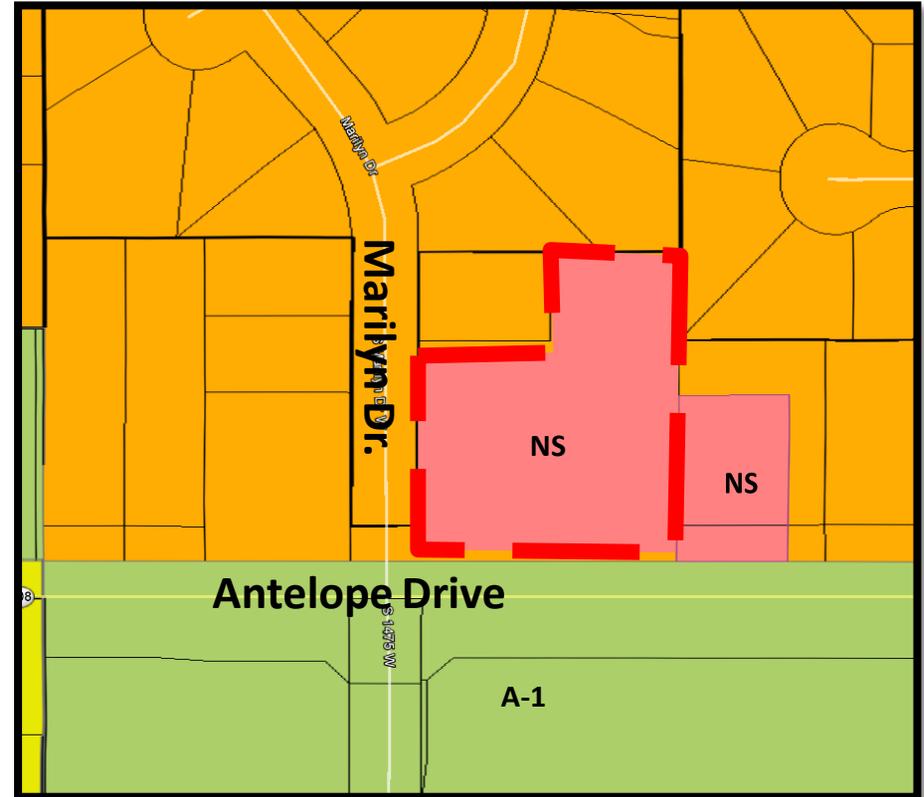
# Rezone Request 1679 S. Marilyn Dr.



Existing Zoning

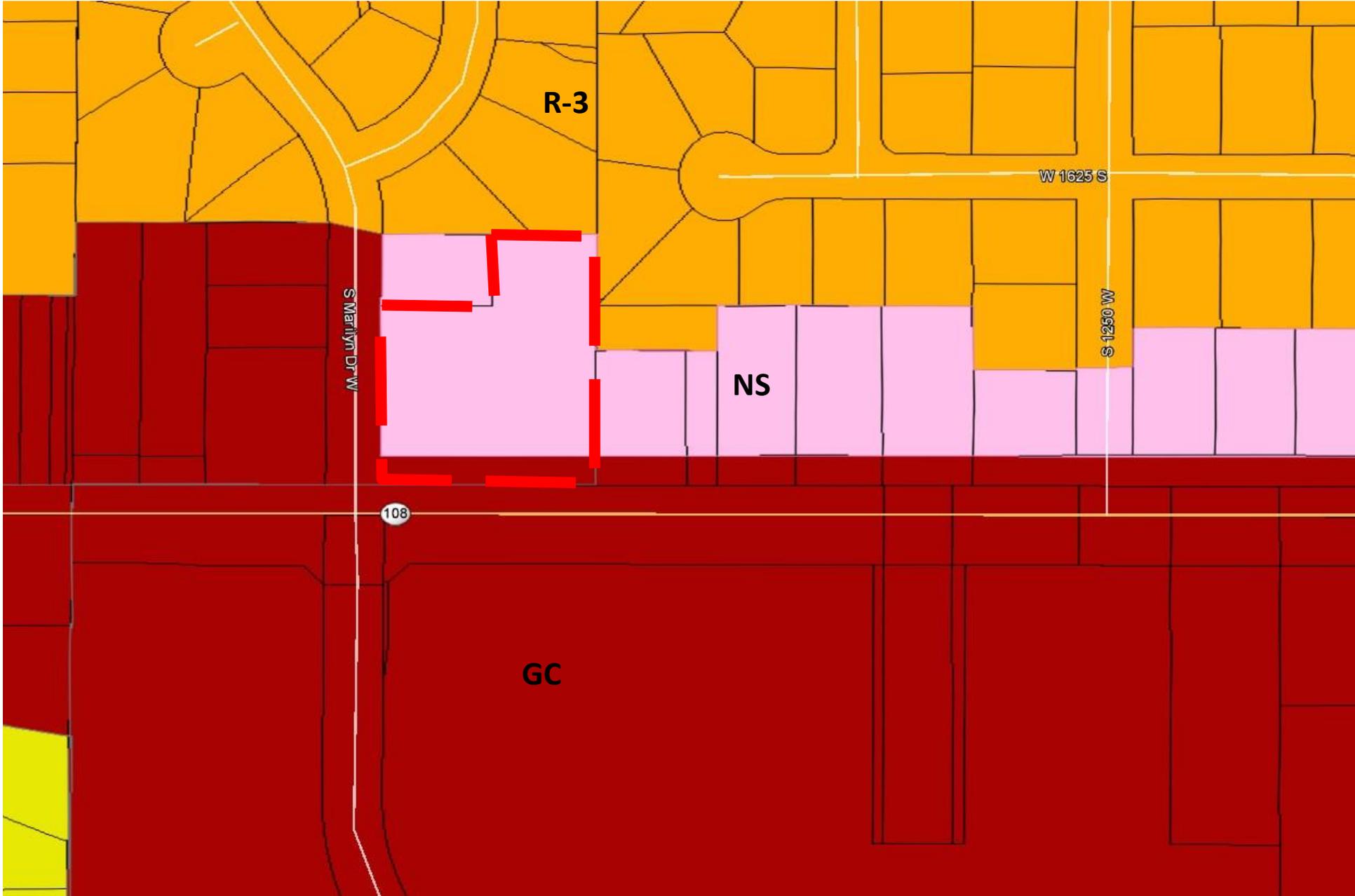


Proposed Zoning



|     |                                                                                                                  |
|-----|------------------------------------------------------------------------------------------------------------------|
| R-3 | Residential dwellings, 4 lots per acre max.                                                                      |
| A-1 | Agriculture and dwellings, 2 lots per acre max.                                                                  |
| NS  | Neighborhood Services, small businesses like insurance office, animal clinic, financial planning, boutique, etc. |

# General Plan Map



(5 hits)

## Chapter 10.70 R-3 – RESIDENTIAL ZONE (4.0 LOTS PER GROSS ACRE)

### Sections:

- 10.70.010 Purpose.
- 10.70.020 Permitted uses.
- 10.70.030 Conditional uses.
- 10.70.040 Minimum lot standards.
- 10.70.050 Off-street parking and loading.
- 10.70.060 Signs.

#### **10.70.010 Purpose.**

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The purpose of this zone is to provide for medium density single-family residential development that conforms to the system of services available. [Ord. 15-24 § 1 (Exh. A); Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-14-010.]

#### **10.70.020 Permitted uses.**

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The following, and no others, are uses permitted by right provided the parcel and building meet all other provisions of this title and any other applicable ordinances of Syracuse City.

- (A) Accessory uses and buildings (200 square feet or less).
- (B) Agriculture.
- (C) Churches, synagogues, and temples.
- (D) Dwellings, single-family.
- (E) Educational services.
- (F) Household pets.
- (G) Minor home occupations.
- (H) Public and quasi-public buildings.
- (I) Public parks.
- (J) Rabbits and hens.
- (K) Residential facilities for persons with disabilities.
- (L) Vietnamese potbellied pigs. [Ord. 15-24 § 1 (Exh. A); Ord. 11-02 § 1 (Exh. A); Ord. 10-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Ord. 04-12; Ord. 03-18; amended 1991; Code 1971 § 10-14-020.]

**10.70.030 Conditional uses.**

---

The following, and no others, may be conditional uses permitted after application and approval as specified in SCC 10.20.080:

- (A) Accessory uses and buildings (greater than 200 square feet) (minor).
- (B) Apiaries (minor).
- (C) Day care centers (major).
- (D) Dwellings, accessory (major/minor, see SCC 10.30.020).
- (E) Home occupations (major).
- (F) Temporary commercial uses (see SCC 10.35.050) (minor).
- (G) Temporary use of buildings (see SCC 10.30.100(A)(12)) (minor). [Ord. 15-24 § 1 (Exh. A); Ord. 14-01 § 1; Ord. 11-10 § 8; Ord. 11-04 § 4; 11-02 § 1 (Exh. A); Ord. 10-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Ord. 03-18; amended 1994, 1991; Code 1971 § 10-14-030.]

**10.70.040 Minimum lot standards.**

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All lots shall be developed and all structures and uses shall be placed on lots in accordance with the following standards:

- (A) Density: minimum lot size 8,000 square feet, but in no case shall the density exceed 4.0 lots per gross acre.
- (B) Lot width: 80 feet.
- (C) Front yard: 25 feet.
- (D) Side yards: Eight feet both sides.
- (E) Rear yard: 20 feet.
- (F) Building height: as allowed by current adopted building code.
- (G) Variation of lot: the Land Use Authority may reduce the lot width requirement in particular cases when a property owner provides evidence they acquired the land in good faith and, by reason of size, shape, or other special condition(s) of the specific property, application of the lot width requirement would effectively prohibit or unreasonably restrict the ability to subdivide the property or a reduction of the lot width requirement would alleviate a clearly demonstrable hardship as distinguished from a special privilege sought by the applicant. The Land Use Authority shall approve no lot width reduction without a determination that:
  - (1) The strict application of the lot width requirement would result in substantial hardship;
  - (2) Adjacent properties do not share generally such a hardship and the property in question has unusual circumstances or conditions where literal enforcement of the requirements of the zone would result in severe hardship;

(3) The granting of such reduction would not be of substantial detriment to adjacent property or influence negatively upon the intent of the zone;

(4) The condition or situation of the property concerned or the intended use of the property is not of so general or recurring a nature as to detract from the intention or appearance of the zone as identified in the City's general plan. [Ord. 15-24 § 1 (Exh. A); Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Ord. 04-04; Ord. 03-08; Ord. 02-16; amended 1998; Code 1971 § 10-14-040.]

#### **10.70.050 Off-street parking and loading.**

Off-street parking and loading shall be provided as specified in Chapter 10.40 SCC. [Ord. 15-24 § 1 (Exh. A); Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-14-050.]

#### **10.70.060 Signs.**

The signs permitted in this zone shall be those allowed in residential zones by Chapter 10.45 SCC. [Ord. 15-24 § 1 (Exh. A); Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-14-060.]

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**The Syracuse City Code is current through Ordinance 15-24,  
passed November 10, 2015.**

Disclaimer: The City Recorder's Office has the official version of the Syracuse City Code. Users should contact the City Recorder's Office for ordinances passed subsequent to the ordinance cited above.

## Chapter 10.105 NS – NEIGHBORHOOD SERVICES ZONE

Sections:

- 10.105.010 Purpose.
- 10.105.020 Permitted uses.
- 10.105.030 Conditional uses.
- 10.105.040 Minimum lot standards.
- 10.105.050 Off-street parking and loading.
- 10.105.060 Signs.
- 10.105.070 Special provisions.

**10.105.010 Purpose.**

.....  
The purpose of this zone is to provide for a range of opportunities specifically identified as providing local neighborhood services. Uses in this zone are not meant to have a large footprint, or be overly invasive to neighboring uses. [Ord. 12-12 § 1; Code 1971 § 10-21-010.]

**10.105.020 Permitted uses.**

.....  
The following uses, and no others, are appropriate to this zone, compatible with each other, and a permitted right provided that the parcel and buildings meet all other provisions of this title, or any other applicable ordinances of Syracuse City, and receive site plan approval as provided in SCC 10.20.090:

- (A) Accessory uses and buildings (under 200 square feet).
- (B) Amusement and recreational activities (includes athletic or tennis club).
- (C) Animal clinics.
- (D) Business services and professional offices.
- (E) Car washes, self-service coin-operated style and full-service tunnel style.
- (F) Churches, synagogues, and temples.
- (G) Commercial outdoor recreational activities (family reunion center, outdoor reception facilities, picnic grounds, tennis courts, etc.).
- (H) Financial institutions.
- (I) Financial planning, investment planning, real estate, and general business offices.
- (J) Fruit and vegetable stands.
- (K) Greenhouses.

(L) Marriage and family counseling services.

(M) Optical shops.

(N) Preschool centers.

(O) Private parks and recreational activities.

(P) Professional non-retail services.

(Q) Public and quasi-public buildings.

(R) Public parks.

(S) Retail building materials, hardware, and farm equipment.

(T) Uses considered similar and compatible by the land use administrator. [Ord. 12-12 § 1; Code 1971 § 10-21-020.]

**10.105.030 Conditional uses.**

---

The following, and not others, may be conditional uses permitted after application and approval as specified in SCC 10.20.080:

(A) Accessory uses and buildings (200 square feet or greater) (minor).

(B) Animal hospitals (major).

(C) Automotive and engine repair services (excluding body repair) (major).

(D) Automobile and truck sales and rental (major).

(E) Automotive retail and routine maintenance services (major).

(F) Cabinetmaking/woodworking (major).

(G) Community or civic services (major).

(H) Contract construction services (major).

(I) Convenience store (major).

(J) Day care centers (major).

(K) Equipment rental, sales, service and repair (major).

(L) Hotels and motels (major).

(M) Light industrial uses (fabrication, assembly, treatment, or packaging operations conducted in a totally enclosed building using previously prepared materials) (major).

(N) Medical and other health facilities (major).

(O) Packaging operations/delivery facility (major).

- (P) Precision equipment repair (major).
- (Q) Printing and publishing industries (major).
- (R) Public utility substations, generating plants, pumping stations, and buildings (major).
- (S) Restaurants and fast food services (major).
- (T) Retail trade, including equipment sales, service and repair (major).
- (U) Schools, professional and vocational (major).
- (V) Storage facilities (major).
- (W) Temporary commercial uses (see SCC 10.35.050) (minor).
- (X) Temporary use of buildings (minor).
- (Y) Theaters and amusement facilities (major).
- (Z) Wireless communication towers (See Chapter 10.130 SCC) (major). [Ord. 12-12 § 1; Code 1971 § 10-21-030.]

**10.105.040 Minimum lot standards.**

.....  
All lots developed and all structures and uses placed on lots shall be in accordance with the following lot standards:

- (A) Lot area: maximum of five acres.
- (B) Lot width: as required by site plan review.
- (C) Front yard: 20 feet.
- (D) Side yards: as required by site plan review.
- (E) Rear yard: as required by site plan review.
- (F) Building size: no greater than 20,000 square feet.
- (G) Building Height. Building height shall generally be no greater than 35 feet. However, building heights in excess of 35 feet may be equal to the horizontal distance from the nearest zone boundary line. Buildings within this zone may be no closer than 15 feet from the zone boundary.
- (H) Buffer Yards. All lots shall be subject to the general landscape requirements as prescribed in Table 2, Buffer Classification Requirements, found in SCC 10.30.080.
- (I) Minimum Lot Standards When Adjacent to Residential or Institutional Zones.
  - (1) Vehicles. Any new building that is constructed immediately adjacent to a residential zone shall be designed so that the loading and unloading of trucks is screened from that portion of the

zone by the building. Dock orientation is prohibited on the side of the building facing the immediately adjacent residential zone.

(2) Lighting. Any outdoor lighting is shielded so that the source is not directly visible from the residential zone and the lighting is directed down and away from the residential zone. [Ord. 12-12 § 1; Code 1971 § 10-21-040.]

#### **10.105.050 Off-street parking and loading.**

Off-street parking and loading shall be provided as specified in Chapter 10.40 SCC unless the Planning Commission requirements exceed those of Chapter 10.40 SCC. [Ord. 12-12 § 1; Code 1971 § 10-21-050.]

#### **10.105.060 Signs.**

Signs permitted in this zone shall be those allowed in industrial zones by Chapter 10.45 SCC. [Ord. 12-12 § 1; Code 1971 § 10-21-060.]

#### **10.105.070 Special provisions.**

(A) Landscaping. All lots, parcels, or sites shall have a minimum 15 percent of the total area landscaped, including all required front yards, and permanently maintained in good condition.

(B) Industrial Performance Standards. The following performance standards are intended to ensure that all industries will provide reasonable modern control methods to protect the City from hazards and nuisances; to set objective, quantitative standards for the maximum tolerated levels of frequently hazardous or annoying emissions; and to protect any industry from arbitrary exclusion or persecution based solely on the characteristics of that type of industry's past uncontrolled operation.

##### **(1) General.**

(a) No land or building devoted to uses authorized by this chapter shall be used or occupied in any manner that violates subsection (B)(2) of this section.

(b) Traditional practices are allowed to support each specific type of business. This includes, but is not limited to, transportation, hours of operation, maintenance, etc.

(c) In addition to meeting other application requirements for site plan approval or a conditional use permit, parties seeking approval for a neighborhood services zone use shall include in the application a description of the proposed machinery, products, and processes to be located at the development. If, in its opinion, the proposed use may violate subsection (B)(2) of this section, the Planning Commission may refer the application for investigation and report to one or more expert consultants qualified to advise as to whether a proposed use will conform to the applicable performance standards specified in subsection (B) of this section. Such consultant shall report as promptly as possible. A copy of such report shall be promptly furnished to the applicant. The cost of such expert report shall be borne by the applicant.

(d) Within 20 days after the Commission receives the aforesaid application or report, if a report was required, or within such period as agreed to by the applicant, the Commission shall determine whether reasonable measures are being employed to assure compliance with the applicable performance standards. On such basis, the Commission may approve or refuse to approve the use or may require a modification of the proposed plans, construction specifications, device or operation, and shall so inform the Building Official.

(e) Any approval so issued shall evidence only that reasonable measures are being taken. It shall not relieve the applicant of the responsibility of meeting such standards when the business is actually in operation; and, in case of a failure to perform in accordance with standards, whatever additional devices or modifications in process shall be necessary to achieve full compliance with the standards shall be the sole responsibility of the applicant.

(f) The Land Use Administrator shall investigate any purported violation of performance standards as set forth in subsection (B)(2) of this section; and, if necessary for such investigation, may request that the Planning Commission employ qualified experts. If, after public hearing and due notice, the Planning Commission finds that a violation has existed or does exist, it shall order the Land Use Administrator to serve notice that compliance with the performance standards must be achieved within a specified period of time or the business will be shut down. Should a violation of performance standards occur, the Planning Commission may order the offending plant to cease operation until proper steps are taken to correct the conditions causing the violation. The service of any qualified experts, employed by the Planning Commission to advise in establishing a violation, shall be paid by the violator if said violation is established, otherwise by the City.

(2) Performance Standards. The determination of the existence of any of the following elements shall be measured at the lot line of the establishment or use.

(a) Noise. No use shall emit or cause the emission of sound from a stationary source or ground transportation creating a ninetieth percentile sound pressure level (L90) for any measured period (not less than 60 minutes) that exceeds 70 dB(a) from 7:00 a.m. to 10:00 p.m. or 55 dB(a) from 10:00 p.m. to 7:00 a.m.

(b) Vibration. No vibration (other than from transportation facilities or temporary construction work) shall be permitted which is discernible without instruments specified in subsection (B)(2) of this section.

(c) Odors. No emission of odorous gases or other odorous matter shall be permitted in such quantities as to be readily detectable when diluted in the ratio of one volume of odorous air to four volumes of clean air at the points of measurement specified in subsection (B)(2) of this section or at the point of greatest concentration. Any process which may involve the creation or emission of any odors shall be provided with a secondary safeguard system, so that control will be maintained if the primary safeguard system should fail.

(d) Glare. No direct or sky-reflected glare, whether from flood lights or from high temperature processes such as combustion or welding or otherwise, shall be permitted to be visible at the points of measurement specified in subsection (B)(2) of this section. This

restriction shall not apply to signs or lighting of buildings or grounds for advertising or protection otherwise permitted by the provisions of this chapter.

(e) Fire and Explosion Hazards. All activities involving, and all storage of, flammable and explosive materials shall be provided at any point with adequate safety devices against the hazard of fire and explosion and adequate fire fighting and fire suppression equipment and devices as required by the Uniform Fire Code, Uniform Fire Code Standards, and Life Safety Code.

(f) Air Pollution. No particulate or gaseous pollutants shall be emitted into the air in violation of the Utah Environmental Quality Code, its amendments, or resulting regulations.

(g) Liquid or Solid Wastes. No discharge at any point into a public sewer, public waste disposal system, private sewage system, or stream, or into the ground shall be allowed contrary to the Utah Environmental Quality Code, its amendments, or resulting regulations. [Ord. 12-12 § 1; Code 1971 § 10-21-070.]

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**The Syracuse City Code is current through Ordinance 15-24,  
passed November 10, 2015.**

Disclaimer: The City Recorder's Office has the official version of the Syracuse City Code. Users should contact the City Recorder's Office for ordinances passed subsequent to the ordinance cited above.

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**10.10.040 Definitions:**

"Animal clinic" means an establishment for the care, grooming, and treatment of small animals and household pets, with all facilities within a completely enclosed building, except for vehicle parking.

"Animal hospital" means an establishment for the care and treatment of animals, including household pets, livestock, and commercial poultry, with all facilities within a completely enclosed building, except for exercising runs and parking for vehicles.

**10.30.040 Animals.**

(A) Animal Clinics. Such facilities shall require soundproof walls, if a part of a larger commercial building, and receive site plan approval. Clinics utilizing single-tenant buildings shall locate no closer than 100 feet from any residential dwelling unless it also incorporates soundproof walls.

(B) Animal Hospitals. Such facilities shall receive site plan approval and locate no closer than 200 feet from any residential dwelling.

(1) Animals taken outside the building to the exercise runs shall have continuous supervision by an employee of the facility.

(2) Hospitals shall be no closer than 200 feet to any adjacent primary structure, constructed with soundproof walls, and comply with Table D in SCC 10.30.080 for buffer yards.

(3) The lot size requirement for such facilities shall be no less than one acre.

(4) The property shall provide one-half a parking space for each animal housed at the facility.

(5) Site plan shall include means for controlling dust, odor, and insects for the outdoor exercise runs, location of all existing and proposed structures, utilities, and landscaping.

(D) Dog Kennel Regulations. Parcels or lots with three or more dogs four months old or older are considered kennels and shall require a conditional use permit. The Land Use Authority shall review each request separately on its own merits and may revoke a conditional use permit as set forth in SCC 10.15.080. In no case shall a residential kennel permit be for more than four dogs.

(1) Owners of kennels shall obtain licensing for each dog from Davis County animal control and comply with all adopted animal control regulations not addressed in this title.

(2) All pens, runs, shelters, or similar structures housing dogs for residential kennels shall be no less than 100 feet from neighboring or abutting dwellings.

(3) In order to qualify for a residential kennel, the dogs' owner(s) shall acquire approval for a minor conditional use permit.

(4) All pens, runs, shelters, or similar structures housing dogs for commercial kennels shall be no less than 200 feet from a public street and at least 200 feet from all neighboring or abutting dwellings, and the owner of the parcel or lot shall acquire approval for a major conditional use permit.

(5) Commercial kennels shall be located on a minimum of five acres and must receive a minor conditional use permit.

**ORDINANCE NO. 16-08**

**AN ORDINANCE AMENDING THE EXISTING ZONING MAP OF TITLE X, "SYRACUSE CITY ZONING ORDINANCE", REVISED ORDINANCES OF SYRACUSE, 1971, BY CHANGING FROM R-3 ZONE TO NEIGHBORHOOD SERVICES ZONE ON THE PARCEL(S) OF REAL PROPERTY HEREIN DESCRIBED.**

**WHEREAS**, the City has adopted a Zoning Ordinance to regulate land use and development within the corporate boundaries of the City; and

**WHEREAS**, Chapter Four of the Ordinance authorizes the City Council to amend the number, shape, boundaries, or any area of any zone; and

**WHEREAS**, a request for rezone has been made; the same has been recommended for approval by the Planning Commission; and a public hearing has been held with the proper notice having been given 10-days prior to the hearing date;

**NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE CITY COUNCIL OF SYRACUSE DAVIS COUNTY, STATE OF UTAH, AS FOLLOWS:**

**SECTION 1:** That the following described real parcels of property in R-3 Zone as shown on a zoning map are hereby amended and to Neighborhood Services Zone accordingly:

**Deed Description**

**Legal Description:**

BEG ON N LINE OF A RD & E LINE OF A STR E 342 FT & N 33 FT FR S 1/4 COR SEC 10-T4N-R2W, SLM; TH N 167.5 FT ALG SD STR; TH E 80.75 FT; TH S 50 FT; TH S 8^12' W 56.07 FT; TH S 62 FT TO N LINE SD RD; TH W 72.75 FT ALG SD RD TO POB. CONT. 0.29 ACRES ALSO; BEG AT A PT ON N LINE OF A RD E 414.75 FT ALG SEC LINE & N 33 FT FR S 1/4 COR OF SEC 10-T4N-R2W, SLM; RUN TH E 164.75 FT ALG SD RD; TH N 247.5 FT TO S BNDRY LINE OF MARILYN ACRES SUB; TH W 116.75 FT ALG SD SUB BNDRY; TH S 80 FT; TH W 39.95 FT; TH S 50.0 FT; TH S 8^12' W 56.07 FT; TH S 62.0 FT TO POB. CONT. 0.84 ACRES TOTAL ACREAGE 1.13 ACRES

Said property is located at approximately 1679 Marilyn Dr, Syracuse.  
Parcel(s) #12-053-0104

**SECTION 2: Effective Date.** This Ordinance shall become effective immediately upon publication or posting.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 9<sup>th</sup> DAY OF FEBRUARY, 2016.**

**SYRACUSE CITY**

ATTEST:

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Cassie Z. Brown, City Recorder

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Mayor Terry Palmer

Voting by the City Council:

|                        | “AYE” | “NAY” |
|------------------------|-------|-------|
| Councilmember Peterson | _____ | _____ |
| Councilmember Lisonbee | _____ | _____ |
| Councilmember Duncan   | _____ | _____ |
| Councilmember Johnson  | _____ | _____ |
| Councilmember Gailey   | _____ | _____ |



# COUNCIL AGENDA

February 9th, 2016

## **Agenda Item #12                    CVS Plaza Preliminary and Final Subdivision Plan -1974 W 1700 S**

### **Background**

We have received a concept plan application for a two lot subdivision. A CVS is planned to be constructed on lot 1. Site plan and ARC review will be required after the subdivision is complete. Development plans for lot 2 are not yet developed. Being a simple two lot subdivision, the applicant has requested congruent review of preliminary and final application from PC & CC. Staff has reviewed the subdivision for compliance with ordinance and has no outstanding issues that cannot be resolved before recording of the plat.

### **Factual Summation**

Applicant: Boos Development West  
Owner: LDS church  
Zone: General Commercial  
Acreage: 3.043  
Requested lots: 2  
PC approval: 2/2/16 - unanimous

### **Attachments**

- Final Subdivision Plan

### **Suggested Motions:**

#### **Grant**

I move to recommend approval, of the Final Plan for the CVS Plaza Subdivision, located at approximately 1974 W 1700 S, GC Zone, subject to all applicable requirements of the City's municipal codes (and to the condition(s) that...)

#### **Deny**

I move to recommend denial, of the Final Plan for the CVS Plaza Subdivision, located at approximately 1974 W 1700 S, GC Zone, based on...

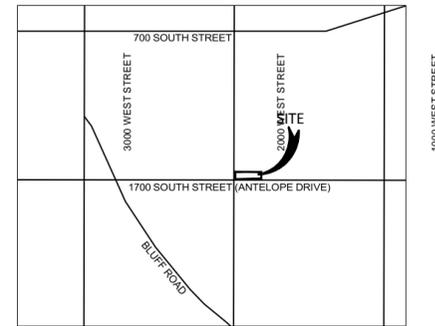
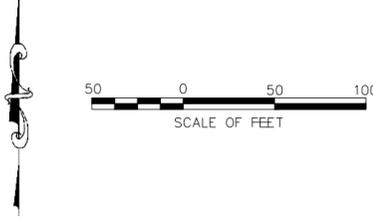
#### **Table**

I move to table discussions pertaining to the Final Plan for the CVS Plaza Subdivision, located at approximately 1974 W 1700 S, GC Zone, until....

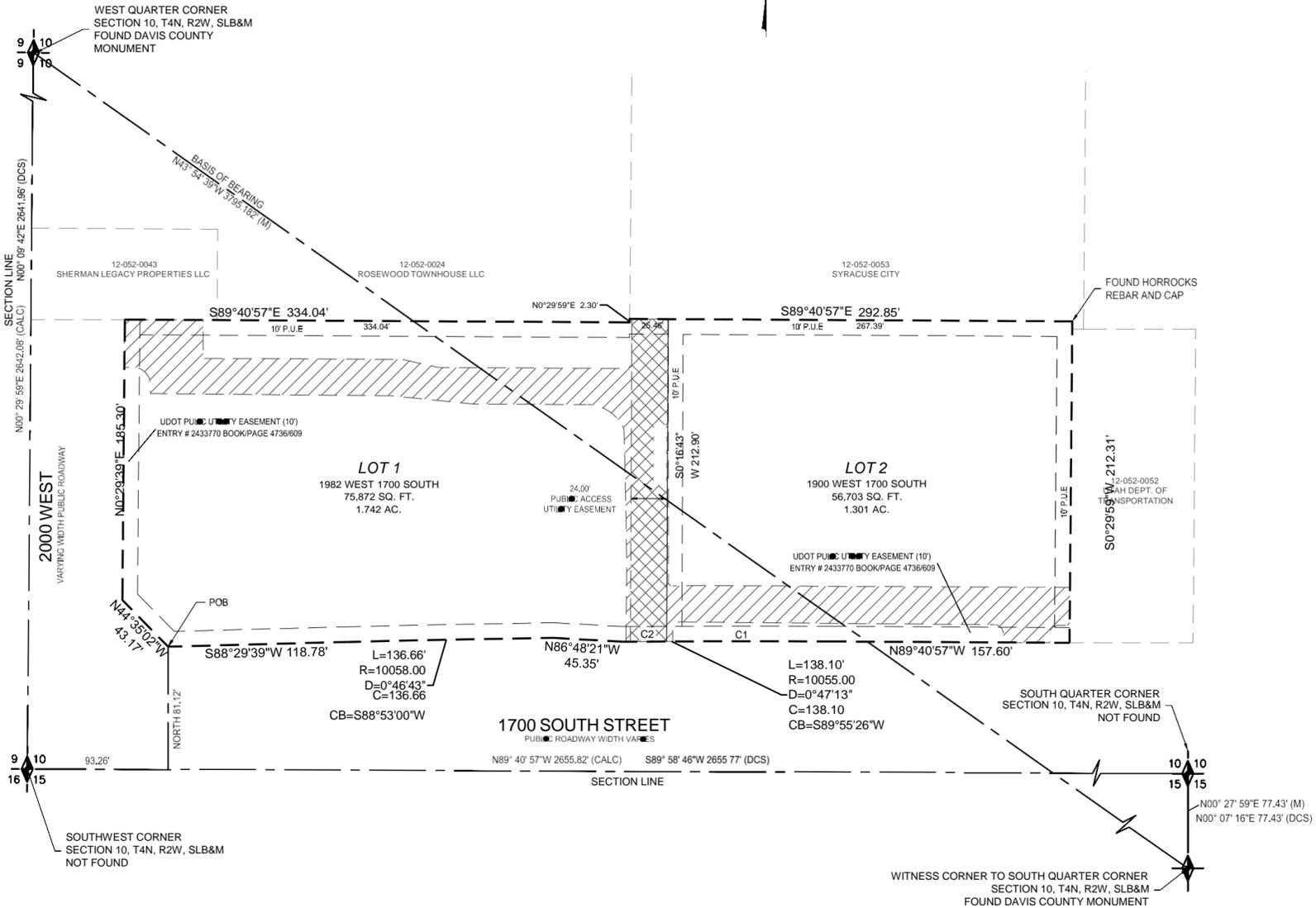
# CVS PLAZA SUBDIVISION

A SUBDIVISION LYING AND SITUATE IN THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, SYRACUSE CITY, DAVIS COUNTY, UTAH

| LOT LINE CURVE TABLE |        |          |          |        |               |
|----------------------|--------|----------|----------|--------|---------------|
| CURVE #              | LENGTH | RADIUS   | DELTA    | CHORD  | CHORD BEARING |
| C1                   | 108.97 | 10055.00 | 0°37'15" | 108.97 | N89°59'35"W   |
| C2                   | 29.13  | 10055.00 | 0°09'58" | 29.13  | S89°36'48"W   |



VICINITY MAP  
NO SCALE  
SYRACUSE, UTAH



**LEGEND**

- = FOUND SECTION CORNER
- = SECTION CORNER NOT FOUND
- = SET REBAR AND CAP "PSOMAS ENG"
- = ADJOINING BOUNDARY LINE
- = BOUNDARY LINE
- = RIGHT OF WAY LINE
- = LOT LINE
- = CENTER LINE ROAD
- = PUBLIC UTILITY EASEMENT
- = CROSS ACCESS EASEMENT
- = PUBLIC ACCESS / UTILITY EASEMENT

**NARRATIVE:**  
THIS PLAT WAS PREPARED AT THE REQUEST OF CVS PHARMACY AND BOOS DEVELOPMENT GROUP.  
THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE INTO 2 LOTS, THAT CERTAIN PROPERTY OWNED BY BOOS DEVELOPMENT GROUP FOR FUTURE DEVELOPMENT.

**NOTE:**  
UTILITIES SHALL HAVE THE RIGHT TO INSTALL, MAINTAIN, AND OPERATE THEIR EQUIPMENT ABOVE AND BELOW GROUND AND ALL OTHER RELATED FACILITIES WITHIN THE PUBLIC UTILITY EASEMENTS IDENTIFIED ON THIS PLAT MAP AS MAY BE NECESSARY OR DESIRABLE IN PROVIDING UTILITY SERVICES WITHIN AND WITHOUT THE LOTS IDENTIFIED HEREIN, INCLUDING THE RIGHT OF ACCESS TO SUCH FACILITIES AND THE RIGHT TO REMOVE ALL STRUCTURES WITHIN THE P.U.E. AT THE LOT OWNER'S EXPENSE, OR THE UTILITY MAY REMOVE SUCH STRUCTURES AT THE LOT OWNER'S EXPENSE. AT NO TIME MAY ANY PERMANENT STRUCTURES BE PLACED WITHIN THE P.U.E. OR ANY OTHER OBSTRUCTION WHICH INTERFERES WITH THE USE OF THE P.U.E. WITHOUT THE PRIOR WRITTEN APPROVAL OF THE UTILITIES WITH FACILITIES IN THE P.U.E.

**SURVEYORS CERTIFICATE**

I, Craig E. Ahrens, do hereby certify that I am a Professional Land Surveyor, and that I hold certificate number 270814 as prescribed under the laws of the State of Utah. I further certify by authority of the owners, I have made a survey of the tract of land shown on this plat and described below, and have subdivided said tract of land into lots, blocks, streets and easements and the same has been correctly surveyed and staked on the ground as shown on this plat and that this plat is true and correct.



**BOUNDARY DESCRIPTION**

A parcel of land located in the Southwest Quarter of Section 10, Township 4 North, Range 2 West, Salt Lake Base and Meridian, Syracuse City, Davis County, Utah, said parcel being more particularly described as follows:

COMMENCING at the Southwest corner of said Section 10; thence South 89°40'57" East 93.26 feet along the south line of said section 10; thence North 81.12 feet to a point on the North Line of the Utah Department of Transportation (UDOT) Property as described in a special warranty deed, Entry No. 2433769, recorded March 19, 2009, said point being the POINT OF BEGINNING; thence along the Easterly Right of Way of 2000 West Street the following two (2) courses (1) North 44°35'02" West 43.17 feet (2) North 00°29'39" East 185.30 feet (record-185.31 feet); thence South 89°40'57" East 334.04 feet; thence along a line described in a boundary line agreement, Entry No. 870569, recorded September 28, 1989, the following two (2) courses (1) North 00°29'39" East 2.30 feet (2) South 89°40'57" East 292.85 feet; thence South 00°29'39" West 212.31 feet to the Northerly Right of Way of 1700 South Street; thence along said Northerly Right of Way the following five (5) courses (1) North 89°40'57" West 157.60 feet (record-157.22 feet) (2) to a point of tangency of a 10,055 foot curve to the left; thence westerly 138.10 feet along the arc of said curve (chord bears South 89°55'26" West 138.10 feet) (3) North 86°48'21" West 45.35 feet (4) to a point on a 10,058 foot north-tangent curve to the left; thence westerly 136.66 feet along the arc of said curve (chord bears South 88°53'00" West 136.66 feet) (5) South 88°29'39" West 118.78 feet to the POINT OF BEGINNING;

Contains 132,575 square feet, 3.043 acres

**OWNERS DEDICATION**

Know all men by these presents that we, the undersigned owners of a part of the property described in the surveyors certificate hereon and shown on this map, have caused the same to be subdivided into lots, blocks, streets and easements and do hereby dedicate the streets and other public areas as indicated hereon for perpetual use of the public.

In witness hereof we have hereunto set our hands this \_\_\_\_\_ day of \_\_\_\_\_, a.d. 2016.

By: \_\_\_\_\_ Title \_\_\_\_\_

**LIMITED LIABILITY COMPANY ACKNOWLEDGMENT**

STATE OF UTAH  
COUNTY OF \_\_\_\_\_

On the \_\_\_\_\_ day of \_\_\_\_\_, 2016 personally appeared before me, the undersigned notary public in and for the County of \_\_\_\_\_, in said State of Utah, the signer of the above Owner's Dedication in number, who duly acknowledged to me that they signed it freely and voluntarily and for the use and purpose therein mentioned.

MY COMMISSION EXPIRES \_\_\_\_\_

Notary Public  
Residing in \_\_\_\_\_

**CVS PLAZA SUBDIVISION**

A SUBDIVISION LYING AND SITUATE IN THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 4 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, SYRACUSE CITY, DAVIS COUNTY, UTAH

SHEET 1 OF 1

**DAVIS COUNTY RECORDER**

ENTRY NO. \_\_\_\_\_ FEE PAID \_\_\_\_\_  
FILED FOR RECORD AND RECORDED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2016 AT PAGE \_\_\_\_\_ IN BOOK \_\_\_\_\_ OF OFFICIAL RECORDS.  
\_\_\_\_\_  
DAVIS COUNTY RECORDER  
BY \_\_\_\_\_  
DEPUTY RECORDER

**WEBER BASIN WATER CONSERVANCY DISTRICT**  
REVIEWED FOR CONFORMANCE TO THE WEBER BASIN WATER CONSERVANCY DISTRICT STANDARDS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 2016  
\_\_\_\_\_  
WEBER BASIN WATER CONSERVANCY DISTRICT

**CENTRAL DAVIS SEWER DISTRICT**  
REVIEWED FOR CONFORMANCE TO THE CENTRAL DAVIS SEWER DISTRICT STANDARDS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 2016  
\_\_\_\_\_  
CENTRAL DAVIS SEWER DISTRICT

**UTILITY APPROVAL**  
QUESTAR GAS \_\_\_\_\_  
ROCKY MOUNTAIN POWER \_\_\_\_\_  
CENTURYLINK \_\_\_\_\_

DATE: 01-05-2016  
SCALE: 1" = 50'  
PROJECT No. \_\_\_\_\_

**PSOMAS**  
4179 South Riverboat Road, Suite 200  
Salt Lake City, Utah 84123  
(801) 270-5777 (801) 270-5782 (FAX)

**PLANNING COMMISSION**  
APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 2016 BY THE SYRACUSE PLANNING COMMISSION.  
\_\_\_\_\_  
CHAIRMAN, SYRACUSE PLANNING COMM.

**SYRACUSE CITY ENGINEER**  
I HEREBY CERTIFY THAT THIS OFFICE HAS EXAMINED THIS PLAT AND IT IS CORRECT IN ACCORDANCE WITH INFORMATION ON FILE IN THIS OFFICE.  
\_\_\_\_\_  
DATE \_\_\_\_\_ SYRACUSE CITY ENGINEER \_\_\_\_\_

**APPROVAL AS TO FORM**  
APPROVED AS TO FORM THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 2016.  
\_\_\_\_\_  
SYRACUSE CITY ATTORNEY

**CITY COUNCIL**  
PRESENTED TO SYRACUSE CITY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D., 2016 AT WHICH TIME THIS SUBDIVISION WAS APPROVED AND ACCEPTED.  
\_\_\_\_\_  
ATTEST CLERK \_\_\_\_\_ MAYOR \_\_\_\_\_





## CITY COUNCIL

### AGENDA

February 9, 2016

#### **Agenda Item #13**

#### **Proposed Ordinance 15-27 amending Title 10 regarding Industrial Architecture Standards.**

##### **Summary:**

There has been discussion and concern over the appropriate regulation of steel buildings in PC. Some concerns expressed are that the nature of steel building construction results in flat walls and "boxy" building massing. When the standard vertical steel siding is applied to the exterior, building facades can become monotonous and to some accounts "cheap". Staff has gathered the following information to assist in this discussion.

##### **Attachments:**

- Existing Architectural Review Committee Standards and Ordinance
- Steel Siding Examples
- Steel Building Examples
- Ninigret CC Text
- Commissioner Vaughan's Code Research
- Draft Ordinance Language

**ORDINANCE NO. 15-27**

**AN ORDINANCE AMENDING VARIOUS SECTIONS OF TITLE X OF THE SYRACUSE CITY MUNICIPAL CODE PERTAINING LAND USE.**

**WHEREAS**, due to the pace of growth in the City there are from time to time small proposed changes to various City ordinances that are warranted; and

**WHEREAS**, these small proposed changes come to the attention of the Planning Commission through varied means including but not limited to questions, concerns or complaints from the general public and or from developers that are seeking clarification on the language in the City code; and

**WHEREAS**, the Planning Commission takes each question or concern under consideration and addresses it on case-by-case basis in a fair and judicious manner paying specific attention to the reasonableness and legality of the request as well as the reasonableness and legality of the City's own ordinances; and

**WHEREAS**, after such consideration Planning Commission will either support and sustain current ordinances as adopted or in other cases have staff research and address each proposed change and put forth amendments to existing ordinances; and

**WHEREAS**, the Planning Commission now hereby wishes to amend various sections of Title X to address such proposed changes.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Amendment.** The following sections of Syracuse City Municipal Code are hereby amended as attached in Exhibit A.

**Section 2. Severability.** If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

**Section 3. Effective Date.** This Ordinance shall become effective immediately after publication or posting.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 8th DAY OF DECEMBER, 2015.**

**SYRACUSE CITY**

ATTEST:

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Cassie Z. Brown, City Recorder

---

Mayor Terry Palmer

Voting by the City Council:

“AYE” “NAY”

|                        |     |     |
|------------------------|-----|-----|
| Councilmember Peterson | ___ | ___ |
| Councilmember Lisonbee | ___ | ___ |
| Councilmember Duncan   | ___ | ___ |
| Councilmember Johnson  | ___ | ___ |
| Councilmember Gailey   | ___ | ___ |

## Exhibit A

### 10.28.220 Industrial Architecture

The architectural design of a structure must consider many variables, from the functional use of the building, to its aesthetic design, to its “fit” within the context of existing development. The following standards help buildings achieve the appropriate level of design detail on all facades, avoid blank/uninteresting facades, and provide for the proper screening of equipment and refuse areas.

#### (A) Architectural Form and Detail

1. If adjacent to a residential zoning district, in addition to the buffer requirements of this code, additional building setbacks of ten feet (10') must be provided adjacent to the residential use to reduce the visual impact of large-scale industrial buildings.
2. The mass and scale of large, box-like industrial buildings are to be reduced through the incorporation of varying building heights and setbacks along the front and street sides of building façades.
3. Front and street sides of facades of large buildings visible from a public street must include: architectural features such as reveals, windows and openings, changes in color, texture, or material to add interest to the building elevation and reduce its visual mass.
4. Primary building entries must be readily identifiable and well defined through the use of projections, recesses, columns, roof structures, or other design elements.

#### (B) Color and Materials

1. A comprehensive material and color scheme must be developed for each site. Material and color variations in multi-building complexes must be complementary and compatible among buildings.
2. Primary Materials. 25% of the front and street facing exterior walls must be finished with brick, architectural block, stone, or glass. Unfinished gray concrete block is not permitted. The use of non-insulated metal siding exclusively on any wall is prohibited. All finish material shall be durable to the effects of weather and soiling.
3. All projects are required to submit a sample board containing physical samples of all exterior surface materials, including roofing materials, in all the colors they will be used. Photos alone are not sufficient.
4. Large expanses of precast concrete (including cast in place concrete tilt-up panels), metal wall panels, or other uniform material must be broken up with pop outs, recesses, or change in color and texture, every 100 feet.
5. Bright, contrasting colors should be used for small areas of building accents only.
6. Design and colors of wall signs must be compatible with the main buildings on the site.
7. Materials, design, and colors of monument signs must be compatible with the main buildings on the site.

#### (C) Accessory Buildings.

1. The design of accessory buildings (e.g., security kiosks, maintenance buildings, and outdoor equipment enclosures) must be incorporated into and be compatible with the overall design of the project and the main buildings on the site.
2. Temporary buildings are not to be located where they will be visible from adjoining public streets.
3. Modular buildings must be skirted with material and color that is compatible with the modular unit and the main buildings on the site.



# COUNCIL AGENDA

February 9, 2016

## Agenda Item #14

Proposed Ordinance 16-07 amending Title Nine of the Syracuse City Code pertaining to penalties for violations.

### *Factual Summation*

- A. On the December 4<sup>th</sup> 2015 city council meeting it was request that the staff make changes to ordinance **9.05.090 Violation – Penalty**. This ordinance change will make it possible for the council and city to press charges against a party or individual that violates the ordinance and fails to work toward correcting the violation. Before it was possible to interpret the text that the city was required to press charges against the violating individual.
- B. On January 12<sup>th</sup> – the City council asked staff to add text to address basement finish construction work to **9.05.090 Violation – Penalty**. As well as identify the circumstances in which a violator would be subject to misdemeanor charges.

### *Recommendation:*

Approve text amendment to the ordinance.

**ORDINANCE NO. 16-03**

**AN ORDINANCE AMENDING TITLE 9 REGARDING BUILDING INSPECTIONS.**

**WHEREAS**, there are instances where the city council has need to make the text of an ordinance more flexible for conditions that arise, and

**WHEREAS**, the city council takes each question or concern under consideration and addresses it on case-by-case basis in a fair and judicious manner paying specific attention to the reasonableness and legality of the request as well as the reasonableness and legality of the City's own ordinances; and

**WHEREAS**, after such consideration city council will either support and sustain current text as adopted or in other cases have staff research and address each proposed change and put forth amendments to existing text; and

**WHEREAS**, the City Council now hereby wishes to amend a section of title 9 to address such proposed changes.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Amendment.** The following sections of Syracuse City Title 9 are hereby amended as follows:

**9.05.090 Violation – Penalty.**

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- A. The erection or construction of any building or structure in the City in violation of, or without complying with, the regulations provided in this title is a class B misdemeanor.
- B. The renovation of an existing structure in violation of, or without complying with, the regulations provided in this title, is a class B misdemeanor if the violating party fails to bring the property, structure or improvements into compliance within the timeframe outlined in the International Building Code after being given notice that the work was unauthorized.
- C. The Building Official may record a notice of violation on the title of the subject property, close a building to occupancy, or take other appropriate remedies in order to achieve compliance.
- D. Violations of this section are also subject to civil fines or fees, and may be enjoined by the City by appropriate court proceedings.

**Section 2. Severability.** If any section, part or provision of this title is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this title, and all sections, parts and provisions of this title shall be severable.

**Section 3. Effective Date.** This Ordinance shall become effective immediately after publication or posting.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY,  
STATE OF UTAH, THIS 26th DAY OF JANUARY , 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, City Recorder

\_\_\_\_\_  
Mayor Terry Palmer

Voting by the City Council:

|                        | "AYE" | "NAY" |
|------------------------|-------|-------|
| Councilmember Maughan  | _____ | _____ |
| Councilmember Lisonbee | _____ | _____ |
| Councilmember Bolduc   | _____ | _____ |
| Councilmember Anderson | _____ | _____ |
| Councilmember Gailey   | _____ | _____ |



# COUNCIL AGENDA

## February 9, 2016

Agenda Item #15

**Proposed Ordinance 16-07 amending Title Four of the Syracuse City Code pertaining to lift stations.**

***Factual Summation***

- Any supporting questions about this agenda item can be directed to Robert Whiteley.
- As development begins to expand throughout the city and surrounding unincorporated areas, the physical constraints of land topography and drainage infrastructure create challenges to develop under gravity flow conditions.
- Our ordinance currently does not address lift stations on gravity flow systems, such as storm drain, sewer, and land drain.
- Updates were included from last work session.

***Recommendation***

Adopt an ordinance that will address lift station regulations for gravity flow systems.

**ORDINANCE NO. 16-07**

**AN ORDINANCE AMENDING TITLE 4 OF THE SYRACUSE CITY CODE  
PERTAINING TO LAND DRAINS.**

**WHEREAS**, there are instances where the City Council has need to make the text of an ordinance more flexible for conditions that arise, and

**WHEREAS**, the City Council takes each question or concern under consideration and addresses it on case-by-case basis in a fair and judicious manner paying specific attention to the reasonableness and legality of the request as well as the reasonableness and legality of the City's own ordinances; and

**WHEREAS**, after such consideration City Council will either support and sustain current text as adopted or in other cases have staff research and address each proposed change and put forth amendments to existing text; and

**WHEREAS**, the City Council now hereby wishes to amend a section of title four to address such proposed changes.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF  
SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Amendment.** The following sections of Syracuse City Title Four are hereby amended as indicated in Exhibit A.

**Section 2. Severability.** If any section, part or provision of this title is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this title, and all sections, parts and provisions of this title shall be severable.

**Section 3. Effective Date.** This Ordinance shall become effective immediately after publication or posting.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY,  
STATE OF UTAH, THIS 9<sup>th</sup> DAY OF FEBRUARY, 2016.**

**SYRACUSE CITY**

ATTEST:

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Cassie Z. Brown, City Recorder

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Mayor Terry Palmer

Voting by the City Council:

|                        | "AYE"    | "NAY" |
|------------------------|----------|-------|
| Councilmember Anderson | <u>x</u> | _____ |
| Councilmember Bolduc   | <u>x</u> | _____ |
| Councilmember Gailey   | <u>x</u> | _____ |
| Councilmember Lisonbee | <u>x</u> | _____ |
| Councilmember Maughan  | <u>x</u> | _____ |

## EXHIBIT A

### 4.10.130 Non-gravity sewer discharge

Any lift stations, sump pumps or other facilities designed to cause sewer to move to higher elevations shall not be dedicated to or accepted by the city. The city shall have no responsibility to own, operate, maintain or replace such facilities. Any such facilities shall be owned, operated, maintained, and annually inspected through a public special service district. For single lot subdivisions or individual site plans, any such facilities shall be owned, operated, maintained privately.

### **4.45.020 Recognition of the land drain system.**

(A) Syracuse City has constructed and established a land drain system for the purpose of draining subsurface waters from developing properties. The Syracuse City Council hereby finds and determines that the land drain system is and has been a City operated utility and that connections to the land drain system have been regulated by the City for the protection of public health and safety and that such regulation continues to be necessary for the preservation of public health and safety and property values within the City.

(B) Therefore, aAll connections to the land drain system within Syracuse City, whether previously established or otherwise, shall comply with the provisions and regulations of this chapter.

(C) However, nNothing herein shall be construed to require authorized connections to be retrofit to meet new construction standards. The retroactive application of this chapter shall be limited to the required disconnection of surface drainage systems or other surface collection conduits and appurtenances to the land drain system.

(D) Any lift stations, sump pumps or other facilities designed to cause land drain to move to higher elevations shall not be dedicated or accepted by the city. The city shall have no responsibility to own, operate, maintain or replace such facilities. Any such facilities shall be owned, operated, maintained, and annually inspected through a public special service district.

For single lot subdivisions or individual site plans, any such facilities shall be owned, operated, maintained privately.

#### **4.40.110 Basic storm water management design criteria.**

(A) Site Design Feasibility. Storm water management practices for a site shall be chosen based on the physical conditions of the site. Among the factors that should be considered:

- (1) Topography.
- (2) Maximum drainage area.
- (3) Depth to water table.
- (4) Soils.
- (5) Slopes.
- (6) Ground cover.
- (7) Location in relation to environmentally sensitive features or ultra-urban areas.

(B) Conveyance Issues. All storm water management practices shall be designed to convey storm water to allow for the maximum removal of pollutants and reduction in flow velocities. This shall include, but not be limited to:

- (1) Maximizing of flow paths from inflow points to outflow points.
- (2) Protection of inlet and outfall structures.
- (3) Elimination of erosive flow velocities.
- (4) Providing of under drain systems, where applicable.

(C) General Policy. It is the general policy of the City to design storm water facilities as:

- (1) Storm water conveyance pipe at 10-year design standard.

(2) Nonregional detention basin capacity at 50-year design standard.

(3) Regional detention basin capacity at 100-year design standard.

Local storm drain pipes and inlet structures shall be designed to convey the storm waters of a 10-year event totally within an underground pipe system. The storm water piping shall handle the 10-year event. All storm water calculations for detention shall be detailed to show that the entire area in consideration shall meet the requirement of 0.2 cfs discharge per acre developed established by Davis County public works; any storm water in excess of this requirement shall be detained.

(D) Intensity-Duration-Frequency Curve IDF. For the use of the Rational Formula, in determining calculations for a storm, the IDF curve available for the area closest to the City of Syracuse shall be used.

(E) Detention Basin Construction and Design Criteria.

(1) The location of the basin shall be such that convenient access for maintenance is possible. This generally means that local access is available to a dedicated roadway; any easements are provided by the owner of the property in question. In addition, volume in adjacent swales or ditches shall not be considered a portion of the storage system.

(2) The side slopes to all basins shall not exceed 3:1 (three horizontal feet to one foot vertical elevation rise) slope, with 4.5:1 being desirable, for the ease of maintenance and mowing.

(3) The bottom slope shall be designed to prevent permanent stagnation of water, and shall be minimum of two percent from inlet to outlet. The City may request additional low flow elimination remedies during the subdivision warranty period if stagnation of nuisance water occurs.

(4) The basin freeboard shall be a minimum of one foot (top of berm or surface to high water mark of overflow outlet).

(5) The spillway shall be designed to overflow onto a City street or other channel with the capacity to contain and carry the overflow to an approved outlet. Said path to either a street or channel shall be within a maintained area, improved to allow flows without erosion, and

within a drainage easement. All spillways shall be designed to protect adjacent embankments, structures or properties, and shall not present flooding potential to adjacent structures or homes.

(6) The outlet control for all small, localized basins may have fixed, size-calculated orifice plates, capable of being replaced if necessary, mounted on the outlet of the basin, as approved by the City Engineer. Large, regional basins shall be designed to have either fixed or screw-type gates installed to allow for adjustment by City Personnel, if necessary. The screw-gates shall be Waterman C-10 O.A.E. or City Engineer approved equal.

(7) All grates shall be designed with hot-dipped galvanized (not painted) metal grates, with bars at spacing to prevent or prohibit children's feet from falling in the structure, and still avoiding clogging with debris. Bar spacing shall never exceed three inches in any direction.

(8) Low flows shall be designed to flow through the basin in a pipe designed to carry a one-year frequency flow. A concrete gutter shall not alternate to the pipe system. The pipe size and material shall be a minimum 15 inches.

(9) The finish ground cover shall be either lawn sod or other landscaping, unless an alternate is approved by the City Council. A minimum four inches of top soil shall be installed prior to the area being sodded. If an alternate of weed barrier geo-textile fabric and cobbles is approved by the City Council, a minimum size of six-inch cobble rock is required.

(10) Basins shall be designed to allow vehicle access for maintenance by City personnel.

(F) Maintenance Agreements. All storm water treatment practices shall have an enforceable operation and maintenance agreement to ensure the system functions as designed.

(1) This agreement will include any and all maintenance easements required to access and inspect the storm water treatment practices, and to perform routine maintenance as necessary to ensure proper functioning of the storm water treatment practice. The agreement shall include provisions allowing for access and inspections on a reasonable basis. In addition, a legally binding covenant specifying the parties responsible for the proper maintenance of all storm water treatment practices shall be secured prior to issuance of any permits for land disturbance activities.

(2) If a responsible party fails or refuses to meet the requirements of the maintenance agreement, the Public Works Department, after reasonable notice, may correct a violation of the design standards or maintenance needs by performing all necessary work to place the facility in proper working condition. In the event that the storm water management facility becomes a danger to public safety or public health, the Public Works Department shall notify the party responsible for maintenance of the storm water management facility in writing. Upon receipt of that notice, the responsible person shall have 30 days to effect maintenance and repair of the facility in an approved manner. After proper notice, the Public Works Department may assess the owner(s) of the facility for the cost of repair work and any penalties; and the cost of the work shall be a lien on the property, or prorated against the beneficial users of the property, and may be placed on the tax bill and collected as ordinary taxes by the county assessor.

(G) Non-gravity Discharge. Any lift stations, sump pumps or other facilities designed to cause storm water to move to higher elevations shall not be dedicated or accepted by the city. The city shall have no responsibility to own, operate, maintain or replace such facilities. Any such facilities shall be owned, operated, maintained, and annually inspected through a public special service district. For single lot subdivisions or individual site plans, any such facilities shall be owned, operated, maintained privately.



# COUNCIL AGENDA

February 9th, 2016

Agenda Item #16 Discussion regarding the Transportation Impact Fee Facilities Plan and Impact Fee Analysis.

***Factual Summation***

Any questions about this agenda item may be directed at Finance Director Stephen Marshall.

Please review the following attachments:

- a. PowerPoint summary.
- b. Ordinance 16-05 amending and enacting the transportation impact fee.
- c. Exhibit A – Transportation impact fee facilities plan.
- d. Exhibit B – Transportation impact fee analysis.
- e. Ordinance 16-06 amending Title XIII with regards to impact fees.
- f. Redline edits of Title XIII.
- g. Resolution R16-07 Amending the consolidated fee schedule
- h. Proposed Consolidated Fee Schedule Update.
- i. Comparisons of other city’s public safety impact fees.

***Background***

We are currently in the process of evaluating and updating our impact fee plans for Syracuse City. This update is to our transportation impact fee plan.

Historically the City has charged a transportation impact fee. This update is a requirement of the impact fee law. Below is a table that compares our current impact fees with the proposed fees:

| Fees     | Industrial | SFD     | MFD   | Assist Living | Hotel | Church  | General Office | Retail / Shopping |
|----------|------------|---------|-------|---------------|-------|---------|----------------|-------------------|
| Current  | \$668      | \$1,131 | \$705 | -             | -     | \$2,428 | \$2,428        | \$2,328           |
| Proposed | \$612      | \$743   | \$488 | \$255         | \$444 | \$685   | \$1,085        | \$2,703           |

I have provided an additional comparison of 21 other cities that charge a transportation impact fees. We are lower than the average for every category of impact fee.

Impact fees can be charged to new development to help pay a proportionate share of the cost of planned facilities needed to serve the growth and development of the city. Impact fees are allowed per Utah Code 11-36A. Under that code, there are two separate plans required in order to charge a public safety impact fee. They are the Impact Fee Analysis and the Impact Fee Facilities Plan. An impact fee enactment ordinance is also required.

According to Utah Code 11-36a-301:

*(1) Before imposing an impact fee, each local political subdivision or private entity shall, except as provided in Subsection (3), prepare an **impact fee facilities plan** to determine the public facilities required to serve development resulting from new development activity.*

According to Utah Code 11-36a-303:

*(1) Subject to the notice requirements of Section 11-36a-504, each local political subdivision or private entity intending to impose an impact fee shall prepare a **written analysis** of each impact fee.*

11-36a-401. Impact fee enactment.

*(1) (a) A local political subdivision or private entity wishing to impose impact fees shall pass an **impact fee enactment** in accordance with Section 11-36a-402.*

*(b) An impact fee imposed by an impact fee enactment may not exceed the highest fee justified by the impact fee analysis.*

*(2) An impact fee enactment may not take effect until **90 days** after the day on which the impact fee enactment is approved.*

The impact fee enactment is attached as Ordinance 16-05 and is accompanied by, Exhibit A – impact fee facilities plan, and Exhibit B – impact fee analysis.

I have also included Ordinance 16-06 that amends sections of the Syracuse City municipal code; specifically Title XIII. I have included a redline document that shows the proposed changes.

These ordinances can both be approved tonight along with the resolution for the consolidated fee schedule; however, there is a 90 day protest period before the ordinances and fee schedule would take effect. This would mean an effective date of May 9, 2016.

## **Recommendation**

I recommend that the City Council approve Ordinance 16-05 – impact fee enactment and approve Ordinance 16-06 – updating Title XIII related to impact fees. I also recommend the City Council approve resolution R16-07 updating the consolidated fee with the revised transportation impact fee amount. I recommend that these ordinances and the consolidated fee schedule have an effective date of May 9, 2016.



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EST. CITY 1935

# Transportation Impact Fees Analysis

February 9, 2016

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# Utah Code Requirements

- Impact Fees Act is found in Utah Code §11-36a
- Impact Fee Facilities Plan
  - Must identify existing and proposed service levels
  - Must identify any excess capacity in system (“system” improvements only)
  - Show demand created by new development and how demand will be met (i.e., consumption of excess capacity and facilities needed)
  - Identify facilities and cost for 6 to 10-year time period (funds must be spent within 6 years)
  - Discuss funding options
- Impact Fee Analysis
  - Proportionate share analysis
    - “Buy-In” excess capacity component
    - New facilities required
    - Other costs – engineering, financial, fund balances
    - Financing and credits



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## GROWTH IN PM PEAK HOUR TRIPS

| <b>Time Period</b>      | <b>PM Peak Hour Trips</b> | <b>Growth From Prior Period</b> |
|-------------------------|---------------------------|---------------------------------|
| PM Peak Hour Trips 2015 | 26,300                    | NA                              |
| PM Peak Hour Trips 2025 | 34,300                    | 8,000                           |
| PM Peak Hour Trips 2040 | 41,100                    | 6,800                           |



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# SERVICE LEVELS AND SERVICE AREAS

## **Service Levels:**

Existing: LOS C

Proposed: LOS C

**Service Area:** One area citywide

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## EXCESS CAPACITY

| <b>Project</b>                                                          | <b>Length (ft)</b> |
|-------------------------------------------------------------------------|--------------------|
| 1000 West: SR-198 to Bluff Street (Syracuse Portion)                    | 14,100             |
| 2000 West: 1700 South to 2700 South                                     | 5,300              |
| Bluff Street & Gentile Street: 1000 West to 500 West (3700 West Layton) | 4,500              |
| <b>TOTAL</b>                                                            | <b>23,900</b>      |

No current deficiencies in transportation system



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# NEW CONSTRUCTION

| Project #    | Location                                                                | New Construction Cost |
|--------------|-------------------------------------------------------------------------|-----------------------|
| 1            | SR-193 Extension: 2000 West to 4000 West                                | \$21,690,000          |
| 2            | 2500 West Extension: 700 South to SR-193                                | \$1,860,000           |
| 4            | 450 South: 1550 West to 2000 West                                       | \$2,660,000           |
| 5            | 1200 South: Extension to 3000 West                                      | \$820,000             |
| 6            | Bluff Street Re-Route due to West Davis Corridor (New Portion)          | \$2,230,000           |
| 12           | 500 West (3700 West Layton) Extension to 1700 South (Syracuse)          | \$1,030,000           |
| 14           | 1000 West: SR-193 to Bluff Street                                       | \$8,580,000           |
| 15           | 2000 West: SR-193 to 1700 South                                         | \$9,340,000           |
| 16           | 2000 West: 1700 South to 2700 South                                     | \$4,750,000           |
| 19           | 1700 South: 3000 West to 2000 West                                      | \$5,410,000           |
| 20           | Bluff Street & Gentile Street: 1000 West to 500 West (3700 West Layton) | \$4,230,000           |
| 21           | Roundabout: 3000 West & 700 South                                       | \$380,000             |
| <b>TOTAL</b> |                                                                         | <b>\$62,980,000</b>   |



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## ADJUSTMENT TO NEW CONST.

- Funding Source
  - Pass-Through Traffic
  - Excess Capacity Remaining in 2025
  - Syracuse City Obligation: \$8,699,391
-



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## COST PER TRIP

| <b>Summary of Cost per Trip</b>   | <b>Amount</b>     |
|-----------------------------------|-------------------|
| Buy-In to Excess Capacity         | \$376.89          |
| New Construction                  | \$1,087.42        |
| Consultant Cost                   | \$1.04            |
| Fund Balance Credit               | (\$8.40)          |
| <b>Cost per PM Peak Hour Trip</b> | <b>\$1,456.96</b> |



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# COST PER UNIT

| Category                                                   | Units                             | Maximum Fee |
|------------------------------------------------------------|-----------------------------------|-------------|
| Industrial Park                                            | 1000 Sq. Feet Gross Floor Area    | \$611.92    |
| Single-Family Detached Housing                             | Dwelling Unit                     | \$743.05    |
| Multi-Family / Apartment (Greater than 4 Units)            | Dwelling Unit                     | \$488.08    |
| Multi-Family / Condo, Townhouse, Duplex, Triplex, Quadplex | Dwelling Unit                     | \$378.81    |
| Mobile Home / RV Park                                      | Dwelling Lot                      | \$437.09    |
| Assisted Living Center                                     | Bed                               | \$254.97    |
| Hotel                                                      | Room                              | \$444.37    |
| Church                                                     | 1000 Sq. Feet Gross Floor Area    | \$684.77    |
| General Office Building                                    | 1000 Sq. Feet Gross Floor Area    | \$1,085.43  |
| Shopping Center / Strip Mall                               | 1000 Sq. Feet Gross Leasable Area | \$2,702.65  |

## Ordinance No. 16-05

### **ORDINANCE AMENDING AN IMPACT FEE FACILITIES PLAN AND AN IMPACT FEE ANALYSIS FOR TRANSPORTATION; PROVIDING FOR THE CALCULATION AND COLLECTION OF SUCH FEES; PROVIDING FOR APPEAL, ACCOUNTING AND SEVERABILITY OF THE SAME, AND OTHER RELATED MATTERS**

**WHEREAS**, In February 2013, Syracuse City, Utah (the "City") posted notice as to its intention to prepare impact fee facilities plans ("Impact Fee Facilities Plans") and impact fee analysis ("Impact Fee Analysis") for Transportation and invited all interested parties to participate in the impact fee preparation process, consistent with UCA Section 11-36a-501;

**WHEREAS**, the City is a municipality in the State of Utah, authorized and organized under the provisions of Utah law and is authorized pursuant to the Impact Fees Act, Utah Code Ann. 11-36a-101 et seq. to adopt impact fees; and

**WHEREAS**, on January 17, 2016, the City posted notice of a public hearing in the local paper, the Standard Examiner, Utah's Public Notice Website and at the City's administrative building and library to consider the assumptions and conclusions of the Impact Fee Facilities Plans and the Impact Fee Analysis;

**WHEREAS**, the Syracuse City Council (the "Council") met in regular session on February 9, 2016, to convene a public hearing and to consider adopting the Impact Fee Facilities Plans and Impact Fee Analysis, imposing updated Transportation impact fees, providing for the calculation and collection of such fees, and providing for an appeal process, accounting and reporting method and other related matters; and

**WHEREAS**, on November 8, 2015 the Impact Fee Facilities Plan Consultant certified its work under UCA section 11-36a-306(1);

**WHEREAS**, on February 9, 2016 considering the input of the public and stakeholders and relying on the professional advice and certification of the Impact Fee Facilities Plan Consultants, the City adopted the findings, conclusions, and recommendations of the impact fee facilities plans prepared by Zion's Bank Public Finance ("Consultant"), a copy of which is attached hereto as Exhibit A and incorporated by this reference; and

**WHEREAS**, on January 5, 2016, the Impact Fee Analysis Consultant certified its work under UCA Section 11-36a-306(2);

**WHEREAS**, based on the input of the public and stakeholders and relying on the professional advice and certification of Consultant, a copy of which is attached as Exhibit B and incorporated by this reference; and

**WHEREAS**, on January 14, 2016, a copy of the Impact Fee Analysis and Impact Fee Facilities Plans and the proposed Impact Fee Ordinance, along with a summary of the analysis that was designated to be understood by a lay person, were made available to the public and deposited at the Davis County public library, northwest branch (Syracuse), administrative office and on the public notice website; and

**WHEREAS**, on January 17, 2016, the Standard Examiner published notice on the date, time and place of the first public hearing to consider the Impact Fee Ordinance; and

**WHEREAS**, on January 11, 2016, the City posted notice of the date, time and place of the first public hearing to consider the Impact Fee Analysis in three public places and on the public notices website; and

**WHEREAS**, on February 9, 2016, the Council held a public hearing regarding the Impact Fee Analysis and the Impact Fee Ordinance; and

**WHEREAS**, after careful consideration and review of the comments at the public hearing, the Council has determined that it is in the best interest of the health, safety and welfare of the inhabitants of the City to adopt the findings and recommendations of the Impact Fee Facilities Plans and Impact Fee Analysis to address the impacts of development upon transportation, to adopt the Impact Fee Facilities Plans as proposed, to approve the Impact Fee Analysis as proposed, to adopt transportation impact fees, to provide for the calculation and collection of such fees, and to provide for an appeal process, and an accounting and reporting method of the same.

**NOW, THEREFORE, BE IT ORDAINED** by the Syracuse City Council as follows:

**Section 1. Findings.** The Council finds and determines as follows:

1.1. All required notices have been given and made and public hearings conducted as requested by the Impact Fees Act with respect to the Impact Fee Facilities Plans, the Impact Fee Analysis, and this Impact Fee Ordinance (this "Ordinance").

1.2. Growth and development activities in the City will create additional demands on its infrastructure. The facility improvement requirements which are analyzed in the Impact Fee Facilities Plans and the Impact Fee Analysis are the direct result of the additional facility needs caused by future development activities. The persons responsible for growth and development activities should pay a proportionate share of the costs of the facilities needed to serve the growth and development activity.

1.3. Impact fees are necessary to achieve an equitable allocation to the costs borne in the past and to be borne in the future, in comparison with the benefits already received and yet to be received.

1.4. In enacting and approving the Impact Fee Analysis and this Ordinance, the Council has taken into consideration, and in certain situations will consider on a case-by-case basis in the future, the future capital facilities and needs of the City, the capital financial needs of the City which are the result of the City's future facilities' needs, the financial contribution of those properties and other properties similarly situated in the City at the time of computation of the required fee and prior to the enactment of this Ordinance, all revenue sources available to the City, and the impact on future facilities that will be required by growth and new development activities in the City.

1.5. The provisions of this Ordinance shall be liberally construed in order to carry out the purpose and intent of the Council in establishing the impact fee program.

**Section 2. Definitions.**

2.1. Except as provided below, words and phrases that are defined in the Impact Fees Act shall have the same meaning in this Ordinance.

2.2. "Service Area" shall mean that geographic area designated within the entire incorporated area of the City's boundaries, including future planned annexed areas.

2.3. "Project Improvement" does not mean system improvement and includes, but is not limited to, those projects identified in the plans for the benefit of growth.

2.4. "Utah State Impact Fees Act" shall mean Title 11, Chapter 36a, Utah Code Annotated or its successor state statute if that title and chapter is renumbered, recodified, or amended.

**Section 3. Adoption.**

The Council hereby approves and adopts the Impact Fee Analysis attached as Exhibit B and the analysis reflected therein. The Impact Fee Facilities Plans (Exhibit A) and the Impact Fee Analysis (Exhibit B) are incorporated herein by reference and adopted as though fully set forth herein.

**Section 4. Impact Fee Calculations.**

4.1. Impact Fees. The impact fees imposed by this Ordinance shall have two components; a future facilities impact fee as well as a buy-in fee for excess capacity in existing facilities. The Impact Fees shall be calculated as set forth in Exhibit B.

4.2. Developer Credits/Developer Reimbursements. A developer, including a school district or charter school, may be allowed a credit against or proportionate reimbursement of impact fees if the developer dedicates land for a system improvement, builds and dedicates some or all of a system improvement, or dedicates a public facility that the City and the developer agree will reduce the need for a system improvement. A credit against impact fees shall be granted for any dedication of land for, improvement to, or new construction of, any system improvements provided by the developer if the facilities are system improvements to the respective utilities, or are dedicated to the public and offset the need for an identified future improvement.

4.3. Adjustment of Fees. The Council may adjust either up (but not above the maximum allowable fee) or down the standard impact fees at the time the fee is charged in order to respond to an unusual circumstance in specific cases and to ensure that the fees are imposed fairly. The Council may adjust the amount of the fees to be imposed if the fee payer submits studies and data clearly showing that the payment of an adjusted impact fee is more consistent with the true impact being placed on the system.

4.4. Impact Fee Accounting. The City shall establish a separate interest-bearing ledger account for the cash impact fees collected pursuant to this Ordinance. Interest earned on such account shall be allocated to that account.

(a) Reporting. At the end of each fiscal year, the City shall prepare a report generally showing the source and amount of all monies collected, earned and received by the fund or account and of each expenditure from the fund or account. The report shall also identify impact fee funds by the year in which they were received, the project from which the funds were collected, the capital projects from which the funds were budgeted, and the projected schedule for expenditure and be provided to the State Auditor on the appropriate form found on the State Auditor's Website.

(b) Impact Fee Expenditures. Funds collected pursuant to the impact fees shall be deposited in such account and only be used by the City to construct and upgrade the respective facilities to adequately service development activity or used as otherwise approved by law.

(c) Time of Expenditure. Cash impact fees collected pursuant to this Ordinance are to be expended, dedicated, or encumbered for a permissible use within six (6) years of receipt by the City, unless

the Council directs otherwise. For purposes of this calculation, the first funds received shall be deemed to be the first funds expended.

(d) Extension of Time. The City may hold previously dedicated or unencumbered fees for longer than six (6) years if it identifies in writing, before the expiration of the six year period, (i) an extraordinary and compelling reason why the fees should be held longer than six (6) years; and (ii) an absolute date by which the fees will be expended.

4.5. Refunds. The City shall refund any impact fee paid when:

(a) the fee payer has not proceeded with the development activity and has filed a written request with the Council for a refund within one year after the impact fee was paid;

(b) the fees have not been spent or encumbered within six years of the payment date; and

(c) no impact has resulted.

4.6. Additional Fees and Costs. The impact fees authorized hereby are separate from and in addition to developer fees and charges lawfully imposed by the City, such as engineering and inspection fees, building permit fees, review fees, and other fees and costs that may not be included as itemized component parts of the impact fee. However, developer fees and charges must be based on the actual cost of providing such service or regulation.

4.7. Fees Effective at Time of Payment. Unless the City is otherwise bound by the terms of a prior, separate, contractual requirement, the impact fee shall be determined from the impact fee schedule in effect at the time of payment in accordance with the provisions of Section 5 below.

#### **Section 5. Impact Fee Imposed.**

Impact fees are hereby imposed as a condition of the issuance of a building permit by the City for any development activity which creates additional demand and need for public facilities or makes demands on the Transportation facilities in the City. The fees imposed are outlined and attached in Exhibit B.

#### **Section 6. Fee Exceptions and Adjustments.**

6.1. Waiver for "Public Purpose". The Council may, on a project by project basis, authorize exceptions or adjustments to the then impact fee rate structure for those projects the Council determines to be of such benefit to the community as a whole to justify the exception or the adjustment.

6.2. Adjustments. The Council may adjust impact fees imposed pursuant to this Ordinance as necessary in order to respond to unusual circumstances in specific areas, ensure that impact fees are imposed fairly, permit the adjustments of the amount of the impact fees based upon studies and data submitted by an applicant in order to ensure that the impact fee represents the proportionate share of the cost of providing such public facilities which are reasonably related to and necessary in order to provide the services in question to anticipate future growth and development activities. The Council may also adjust impact fees to respond to a request for a prompt and individualized impact fee review for the development activity of an agency of the State of Utah, a school district, or charter school.

**Section 7. Appeal.**

5.1. Any person required to pay an impact fee who believes the fee does not meet the requirements of the law may file a written request for information with the City Council.

5.2. Within two weeks of the receipt of the request for information the City shall provide the person or entity with a copy of the reports and with any other relevant information relating to the impact fee.

5.3. Any person or entity required to pay an impact fee imposed under this article, who believes the fee does not meet the requirements of law may request and be granted a full administrative appeal of that grievance. An appeal shall be made to the Council within thirty (30) calendar days of the date of the action complained of, or the date when the complaining person reasonably should have become aware of the action.

5.4. The notice of the administrative appeal to the Council shall be filed and shall contain the following information:

1. The person's name, mailing address, and daytime telephone number;
2. A copy of the written request for information and a brief summary of the grounds for appeal;
3. The relief sought.

5.5. The City shall schedule the appeal before the Council no sooner than five (5) days and no later than fifteen (15) days from the date of the filing of the appeal. The written decision of the Council shall be made no later than thirty (30) days after the date the challenge to the fee is filed with the City and shall, when necessary, be forwarded to the appropriate officials for action.

**Section 8. Severability.**

If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

**Section 9. Effective Date.**

This Ordinance shall be effective on **May 9, 2016** or **90 days** after the adoption of the Ordinance as required by Utah Code Ann. 11-36a-401(2).

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH,  
THIS 9<sup>th</sup> DAY OF FEBRUARY, 2016.**

SYRACUSE CITY

ATTEST:

\_\_\_\_\_

Cassie Z. Brown, City Recorder

By: \_\_\_\_\_

Terry Palmer, Mayor

Voting by the City Council:

Councilmember Anderson  
Councilmember Buldoc  
Councilmember Gailey  
Councilmember Lisonbee  
Councilmember Maughan

“AYE”

“NAY”

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**SYRACUSE CITY**

**MASTER TRANSPORTATION PLAN**

**HORROCKS**  
ENGINEERS



# EXECUTIVE SUMMARY

Syracuse City, founded in 1950, has experienced significant growth and development in recent years with growth of approximately 25,000 residents since 1990. With Syracuse City committed to continued growth, it is projected that the population in 2040 will be above 59,000. A Transportation Master Plan (TMP) has been implemented so the transportation system can accommodate the projected growth in the City for the year 2040.

As part of the plan, the current roadway network was assessed using current traffic volumes. Current traffic volumes were projected through the year 2040 using the current roadway network to find the capacity improvements necessary for the roadway network to positively contribute to the economic and community development in Syracuse City. The following sections are included in the Syracuse City TMP.

## Existing and Future Roadway Network

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In order to have an effective transportation system, the city requires a connected street system. A connected system improves traffic congestion, commute times, emergency response times, etc. Roadways share two functions: mobility and land access. These two functions share an inverse relationship, meaning a roadway with high mobility has minimal land access points and a roadway with low mobility has frequent land access points. Roadway classifications are implemented in a connected roadway network to designate the amount of mobility and land access the roadway will have. The following roadway classification is used in Syracuse City: Freeway, Arterial, Minor Arterial, Collector, and Local Street. These classifications range from most mobile and least land access points (Freeway) to least mobile with frequent land access points (Local Street), creating a hierarchy in the roadway system. Intersections are used in the roadway system to allow for the progression from high mobility to low mobility and frequent land access points. Freeways connect with Arterial Streets, which connect with Collector Streets, which connect with Local Streets. Correct use of all roadway functional classifications within the city allows for a successful, connected roadway system.

To measure the performance of a roadway segment, Level of Service (LOS) is used. LOS is defined by the Federal Highway Administration (FHWA) to determine the level of congestion on a roadway segment or intersection. To measure LOS, a letter grade is assigned a letter grade A through F where A represents free flowing traffic and F represents grid lock. LOS is measured on a roadway segment using its daily traffic volume and at an intersection based on the average delay per vehicle. The LOS of a roadway segment or intersection is used to determine if capacity improvements are necessary. In Syracuse City, a standard of LOS C or better was adopted as an acceptable LOS.

As part of the TMP, data was collected for the existing roadway network and a LOS was determined for each roadway segment and intersection. The existing traffic volumes were projected to 2040 using the Wasatch Front Regional Council (WFRC) travel demand model. The WFRC is a collaboration of local government and community members from Salt Lake, Weber, Tooele, Morgan and Box Elder counties in Utah to plan future growth. This model includes West Davis Corridor. Other adjustments to the WFRC



travel demand model were made based on socioeconomic data and the City's land use plan. Projected 2040 traffic was first modeled for the no-build scenario. Typically, the no-build scenario acts as a guide for roadway capacity inefficiencies that will need to be improved by 2040. Using the no-build scenario as a base for roadway capacity improvements, the projected 2040 traffic was modeled using the West Davis Corridor WFRC model. The segments with LOS D or worse with the 2040 projected traffic volumes will undergo capacity improvements to achieve acceptable LOS.

## Alternative Modes of Transportation

---

This TMP discusses alternative modes of transportation. Currently, the transit service in Syracuse City is operated by the Utah Transit Authority (UTA). UTA offers services such as commuter rail, light rail, bus, bus rapid transit (BRT), ski buses, and van share. Currently, transit service in Syracuse City is limited to bus services. The WFRC long range model calls for more transit service in Syracuse City as it continues to develop.

Non-motorized modes of transportation include pedestrians and bicycles. Included in this TMP are discussions for safe pedestrian and bicycle facilities as outlined in the Trails Master Plan published on the City's website at [www.syracuseut.com](http://www.syracuseut.com).

## Other Elements of the Transportation Master Plan

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This section is a discussion of the other elements included in the TMP. There is a discussion describing using a Traffic Impact Study (TIS) prior to development. A TIS assesses the impacts to the roadway system due to new development, which helps the City prepare for the impacts to the roadway network caused by the development. Another discussion included in the TMP is Intelligent Transportation Systems (ITS). ITS refers to the increased use of technology and communication methods to improve traffic operations. Specifically, the use of ITS to improve traffic signal performance. The City's traffic calming requirements are also discussed in this document and can be found on the City's website at [www.syracuseut.org](http://www.syracuseut.org). The other elements discussed in this section are Access Management, Travel Demand Management, Safety and Corridor Preservation.

## Capital Facilities Plan

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A Capital Facilities Plan outlines all improvements necessary to provide Syracuse City with an adequate roadway system in 2040 based on the projected 2040 traffic volumes. This plan is updated by the City as project scopes change and development occurs. As part of the TMP, a Transportation Improvement Plan (TIP) is included that outlines all the projects necessary to accommodate future traffic volumes. It is expected that the total cost of necessary roadway improvements for Syracuse City is approximately **\$34,710,000**.

## Impact Fee Facilities Plan

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Utah law requires that communities prepare an Impact Fee Facilities Plan (IFFP) prior to preparing an impact fee analysis and establishing an impact fee. An impact fee is a fee based on the impact of future development caused to the roadway system. An IFFP includes projects for a 10 year period. By law, all impact fees collected for the roadway improvements during this period of time must be spent within six years of collection. Only capital improvements are included in the IFFP, meaning all other maintenance and operation costs are assumed to be covered through the City's General Fund. All projects included in



the IFFP are listed in this TMP. It is expected that the total cost of necessary roadway improvements for Syracuse City is approximately **\$15,030,000**.





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# INTRODUCTION

## Overview

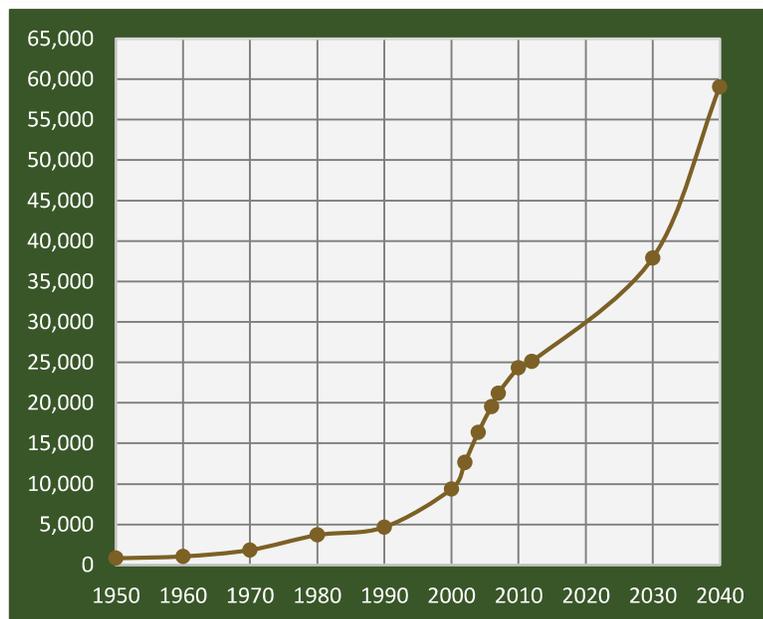
Syracuse City is a rapidly growing community located in the northwestern portion of Davis County. Syracuse is bordered on the north by West Point; on the south by unincorporated Davis County; on the east by Clearfield and Layton; and on the west by the Great Salt Lake. Within the City there is a mix of residential, commercial, and industrial development as well as undeveloped land. Syracuse City provides easy access to local and regional transportation facilities. With a short 15 minute drive to I-15, Syracuse City is located in close proximity to a major freeway facility. A map of Syracuse City and the surrounding area is shown in [Figure 2](#).

Syracuse and the surrounding communities have experienced a significant amount of growth and development over the last several years, and this growth is expected to continue in the future, as shown in [Figure 1](#). According to the United States Census Bureau, the population of Syracuse was just over 4,500 in 1990. The population in 2007 was 21,158, resulting in an increase of about 370 percent. The population in 2012 was slightly over 25,000. By the year 2040 the population is projected to be close to 60,000 people. [Table 1](#) shows the existing population numbers from the year 1950 to the projected population year of 2040. In order to keep pace with the projected population growth, a comprehensive transportation plan must be developed and regularly maintained. The purpose of this plan is to incorporate the goals of Syracuse City regarding the transportation systems within their jurisdiction including regional facilities maintained by the Utah Department of Transportation (UDOT), Utah Transit Authority (UTA), Davis County, and all neighboring communities.

**Table 1: Population Data**

| Year | Population |
|------|------------|
| 1950 | 837        |
| 1960 | 1,061      |
| 1970 | 1,843      |
| 1980 | 3,702      |
| 1990 | 4,658      |
| 2000 | 9,398      |
| 2002 | 12,639     |
| 2004 | 16,368     |
| 2006 | 19,562     |
| 2007 | 21,198     |
| 2010 | 24,331     |
| 2012 | 25,118     |
| 2030 | 37,941     |
| 2040 | 59,048     |

**Figure 1: Syracuse City Population Projection**





# Master Transportation Plan

Figure 2: Syracuse Area Map

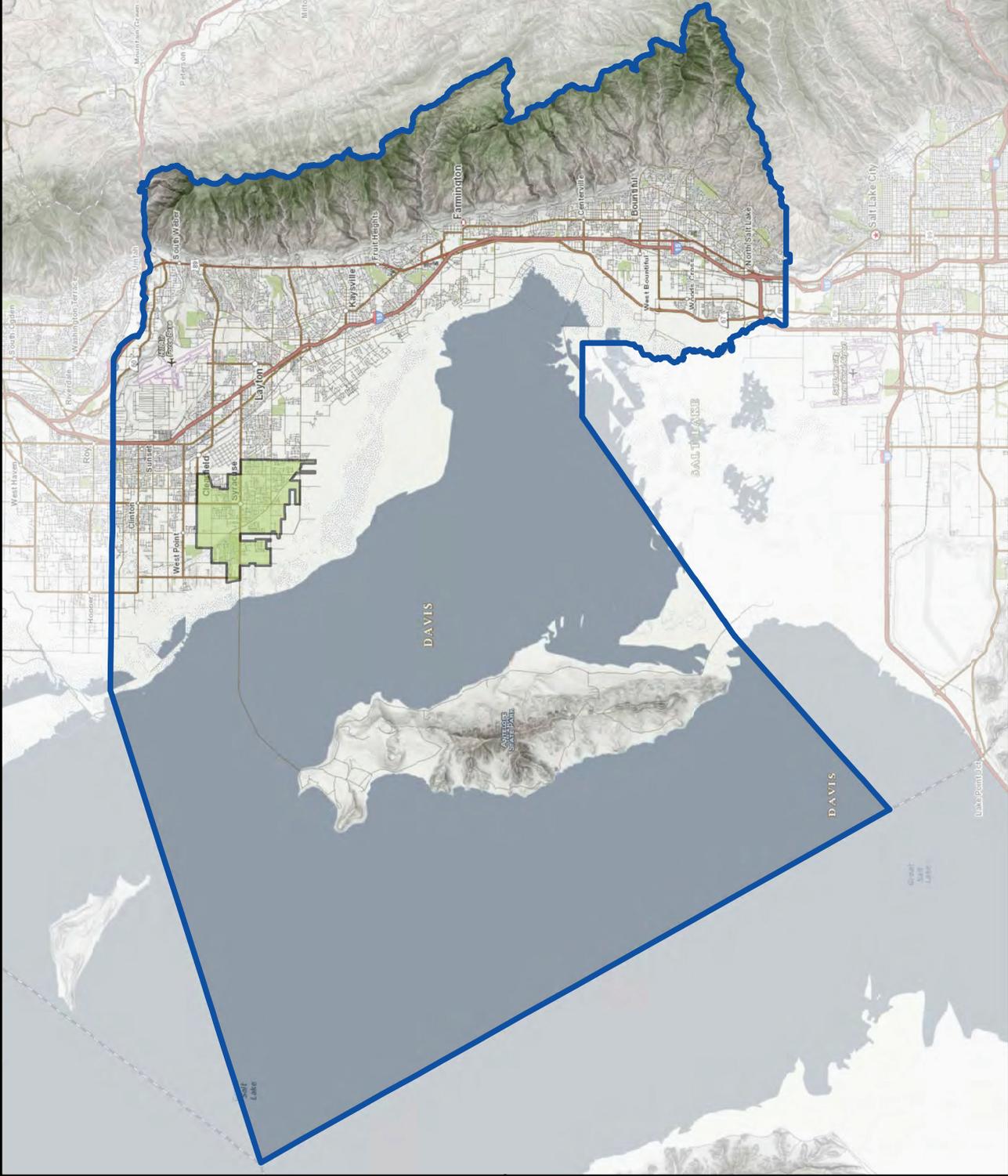
**Legend**

**Boundaries**

- Davis County
- Syracuse City



**HORROCKS**  
ENGINEERS





This Transportation Master Plan (TMP) contains an analysis of the existing transportation network and conditions. Any major deficiencies are itemized and possible improvement or mitigation alternatives are discussed. An analysis of the future transportation network is also included for the horizon year 2040. Any major UDOT projects and proposed improvements within the City, including the West Davis Corridor, are reflected in this future network. Any deficiencies in the future transportation network that are expected to exist and would not be accommodated by projects that are currently planned will be discussed. A list of recommended improvements and projects will be given to aid Syracuse City in planning for future transportation projects within the City as well as working with other agencies such as UDOT, the Wasatch Front Regional Council (WFRC) or neighboring cities. This TMP is intended to be a useful tool to aid Syracuse City in planning and maintaining the overall transportation network within the City. Utilizing a previously adopted Road Impact Fee Enactment Plan prepared by Horrocks Engineers in 1997, this plan will build from the socioeconomic and roadway information given in the 1997 Plan with additional updates using the most recent and best available data from Syracuse City and the WFRC.

## Syracuse History

---

The Syracuse area became available for settlement through the Homestead Act of 1862. The first settler in the area was David Cook, who began plowing the ground in 1876. In 1884, the Hooper Canal brought water from the Weber River which attracted more settlers to the area. By the year 1896, most of the land was under cultivation. As more settlers began to occupy the area, the land became popular for fruit farming. Artesian wells with cement holding ponds and the Hooper Canal provided irrigation for several hundred acres of apples, pears, peaches and plums. By 1900, the Syracuse area became the largest producer of fruit in Davis County.

William Galbraith, a salt maker in the Syracuse area used the name Syracuse on his salt bags. He acquired the name from a salt company he knew of in Syracuse, New York. Daniel C. Adams also opened the Syracuse Bathing Resort. The Union Pacific Railroad constructed the Ogden and Syracuse Railway in 1887. The name "Syracuse" was subsequently adopted as the name of the City.

Syracuse has always been a farming community. With irrigation, new row crops were introduced such as sugar beets, potatoes, tomatoes and peas. In 1898, the Syracuse Canning Factory opened, allowing canning of new crops and fruit they produced in the City. With irrigation spread throughout the area, Syracuse began to grow, building graveled roads linking Syracuse to nearby communities.

In 1909, permission was given to open a North Davis High School in Syracuse as an extension of an old, red brick school. In 1925, school buses began hauling students to Davis High School after the old high school was closed.

World War II also brought changes; jobs were plentiful, many farmers worked in their farms part-time, taking full-time jobs at Hill Air Force Base or the Naval Supply Depot. One-hundred and twenty Syracuse young men served in the armed forces.

In 1935, Syracuse formed a Town Board with Thomas J. Thurgood as the first Town Board President. On September 13, 1950, Utah Governor J. Bracken Lee signed a proclamation which entitled Syracuse to become a third-class city with a population of 837 residents. Alma O. Stoker was the Board President at the time and became the first mayor of Syracuse. The first city service offered was culinary water. Other



services offered included a garbage pickup service, natural gas, sewer lines, as well as police and fire protection.

Syracuse became linked with Antelope Island State Park in 1969 with the construction of a causeway. The causeway to Antelope Island brought many tourists through the heart of Syracuse. Today, Syracuse is rapidly changing from a farming community to an urban community.



# EXISTING ROADWAY NETWORK

A thorough documentation of the City’s existing conditions was performed in order to evaluate the transportation system and to address current and future needs within the City. The existing roadway network in Syracuse City is found in [Figure 3](#). The data collected for this TMP update includes:

- ❖ Key Roadway Traffic Volumes
- ❖ Socioeconomic Conditions
- ❖ Land Use and Zoning
- ❖ Roadway Classifications/Widths/Cross Sections
- ❖ Public Transit Routes
- ❖ Bicycle/Pedestrian Trails

This data forms the basis for analyzing the existing transportation system, as well as providing the foundation to project future traffic conditions.

## Existing Socioeconomic Conditions

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Socioeconomic data used in the transportation analysis was obtained from the City and Wasatch Front Regional Council (WFRC). The WFRC is a unified plan for Salt Lake, Davis, Weber, Tooele, Morgan, and Box Elder Counties. The WFRC regional travel demand model was modified to more accurately estimate the travel demand within the City. To estimate for the largest travel demand in Syracuse City, all modeling was completed in line with the West Davis Corridor travel demand model.

## Street System

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Streets provide for two distinct and very different functions: mobility and land access. Both functions are vital and no trip is made without both. In Syracuse City, street facilities are classified by the relative amounts of through and land-access service they provide. There are four primary classifications, with detailed descriptions in [Table 2](#):

**Local Streets** – *Local facilities primarily serve land-access functions. Local Street design and control facilitates the movement of vehicles onto and off the street system from land parcels. Through movement is difficult and is discouraged by both the design and control of this facility.*

**Collectors** – *Collector facilities, the “middle” classification, are intended to serve both through and land-access functions in relatively equal proportions. For long through trips, such facilities are usually inefficient, nevertheless they are frequently used for shorter through movements associated with the distribution and collection portion of trips.*

**Arterials** – *Arterial facilities are provided to primarily serve through-traffic movement. While some land-access service may be accommodated, it is clearly a minor function. All traffic controls and the facility design are intended to provide efficient through movement.*



**Freeways and Expressways** – Freeway and expressway facilities are provided to service long distance trips between cities and states. No land access is provided by these facilities.

Roadway functional classification does not define the number of lanes required for each roadway. For instance a collector street may have two or four lanes, whereas an arterial street may have up to nine lanes. The number of lanes is a function of the expected traffic volume on the roadway and serves as the greatest measure of roadway capacity.

**Table 2: Street Functional Classification**

| Characteristic                                           | Functional Classification                                                     |                                    |                                                                                   |                                       |
|----------------------------------------------------------|-------------------------------------------------------------------------------|------------------------------------|-----------------------------------------------------------------------------------|---------------------------------------|
|                                                          | Freeway and Expressway                                                        | Arterial                           | Collector                                                                         | Local Street                          |
| Function                                                 | Traffic movement                                                              | Traffic movement, land access      | Collect and distribute traffic between streets and arterials, land access         | Land access                           |
| Typical % of Surface Street System Mileage               | Not applicable                                                                | 5-10%                              | 10-20%                                                                            | 60-80 %                               |
| Continuity                                               | Continuous                                                                    | Continuous                         | Continuous                                                                        | None                                  |
| Spacing                                                  | 4 miles                                                                       | 1-2 miles                          | ½-1 mile                                                                          | As needed                             |
| Typical % of Surface Street System Vehicle-Miles Carried | Not applicable                                                                | 40-65%                             | 10-20%                                                                            | 10-25 %                               |
| Direct Land Access                                       | None                                                                          | Limited: Major Generators Only     | Restricted: Some movements prohibited; number and spacing of driveways controlled | Safety controls access                |
| Minimum Roadway Intersection Spacing                     | Approximately 1 Mile                                                          | Approximately ½ Mile               | Per 8.10.070                                                                      | Per 8.10.070                          |
| Speed Limit                                              | 55-75 mph                                                                     | 40-50 mph in fully developed areas | 30-40 mph                                                                         | 25 mph                                |
| Parking                                                  | Prohibited                                                                    | Discouraged                        | Limited                                                                           | Allowed                               |
| Comments                                                 | Supplements capacity of arterial street system & provides high-speed mobility | Backbone of Street System          |                                                                                   | Through traffic should be discouraged |



### Roadway Cross Sections

Syracuse City has currently adopted cross sections that will be used for all future roadway projects. The cross section dimensions are found in the Syracuse Standard Drawings. The updated versions of the standard drawings, adopted February 11, 2014, is included in **Appendix A – Syracuse City Standard Drawings**. The standard drawings are updated periodically and the most current version of the drawings can be found online on Syracuse City’s website: [www.syracuseut.com](http://www.syracuseut.com). **Table 3** lists the functional classifications along with number of lanes, roadway width, and right-of-way (ROW) width associated with the standard drawings. Each functional Classification is color coded in **Figure 3** based on **Table 3**.

**Table 3: Functional Classifications in Syracuse City**

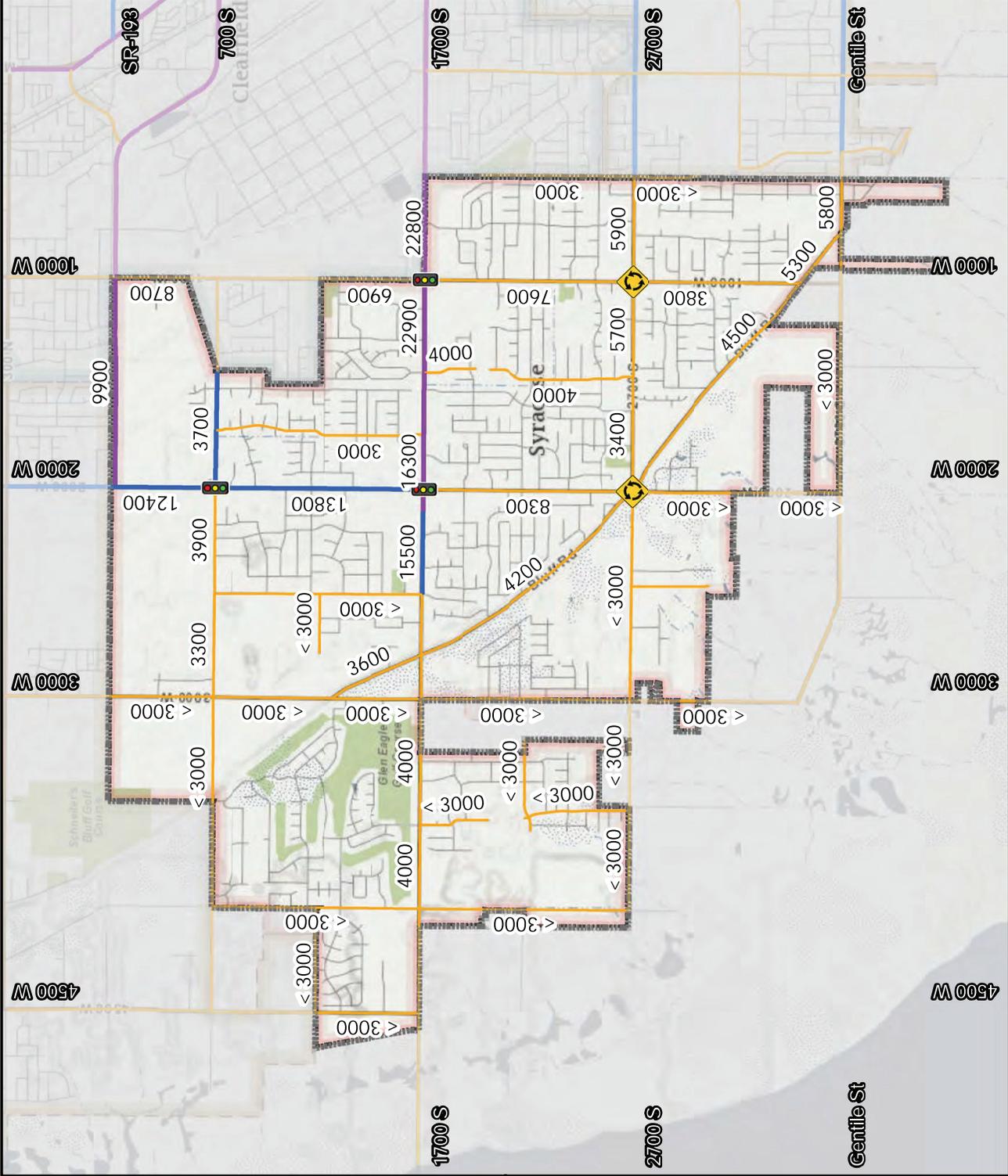
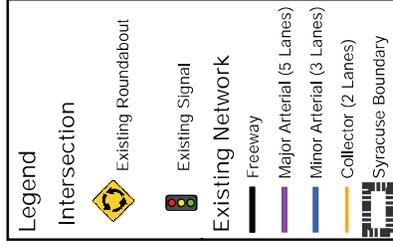
| Functional Classification | Number of Lanes | Roadway Width (ft.) | ROW Width (Ft.) |
|---------------------------|-----------------|---------------------|-----------------|
| Arterial                  | 5               | 86                  | 110             |
| Minor Arterial            | 3               | 61                  | 84              |
| Collector                 | 3               | 45                  | 66              |
| Local                     | 2               | 35                  | 60              |





# Master Transportation Plan

Figure 3: Existing Roadway Network





### Traffic Volumes and Level of Service

For this TMP, the WFRC travel demand model was used. The WFRC travel demand model compiles all the socioeconomic data from the region and generates trips based on the data. Traffic counts are used in order to calibrate the model to best simulate existing traffic conditions. Using the existing traffic conditions based on the WFRC travel demand model, existing count data, and roadway functional classification, the existing roadway capacity deficiency within the City can be measured using a metric called Level of Service (LOS). The following sections describe the process of collecting traffic volume data and calculating LOS.

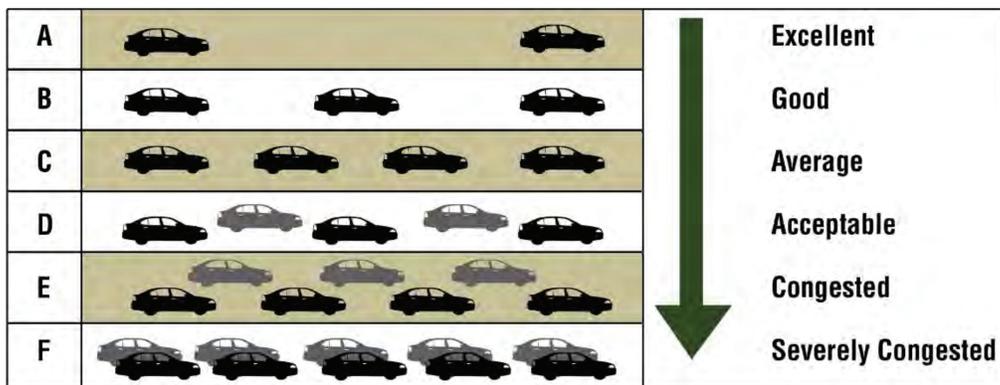
### Traffic Volume Data

An extensive data collection effort was performed in conjunction with the TMP. This included collected data from the City, UDOT, and new daily traffic counts on many of the City roads. These volume data form the basis of the travel demand model calibration and serve to show any capacity deficiencies that may exist today. **Figure 5** shows the locations around the City where 24 hour traffic data was collected. The numbers shown are average weekday traffic volumes and refer to a normal day (Tuesday-Thursday) where no special events or construction activity may contribute to abnormal traffic conditions.

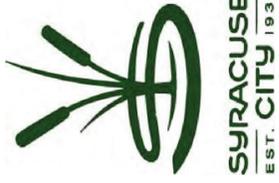
### Level of Service

Level of Service (LOS) is a term defined by the Federal Highway Administration (FHWA) to determine the level of congestion on a roadway segment or intersection. LOS is measured using a letter grade A through F, where A represents free flowing traffic with absolutely no congestion and F represents grid lock; a comparison chart is shown in **Figure 4**. Syracuse City has adopted an acceptable standard of LOS C for its street network and intersections.

**Figure 4: Roadway Level of Service Representation**

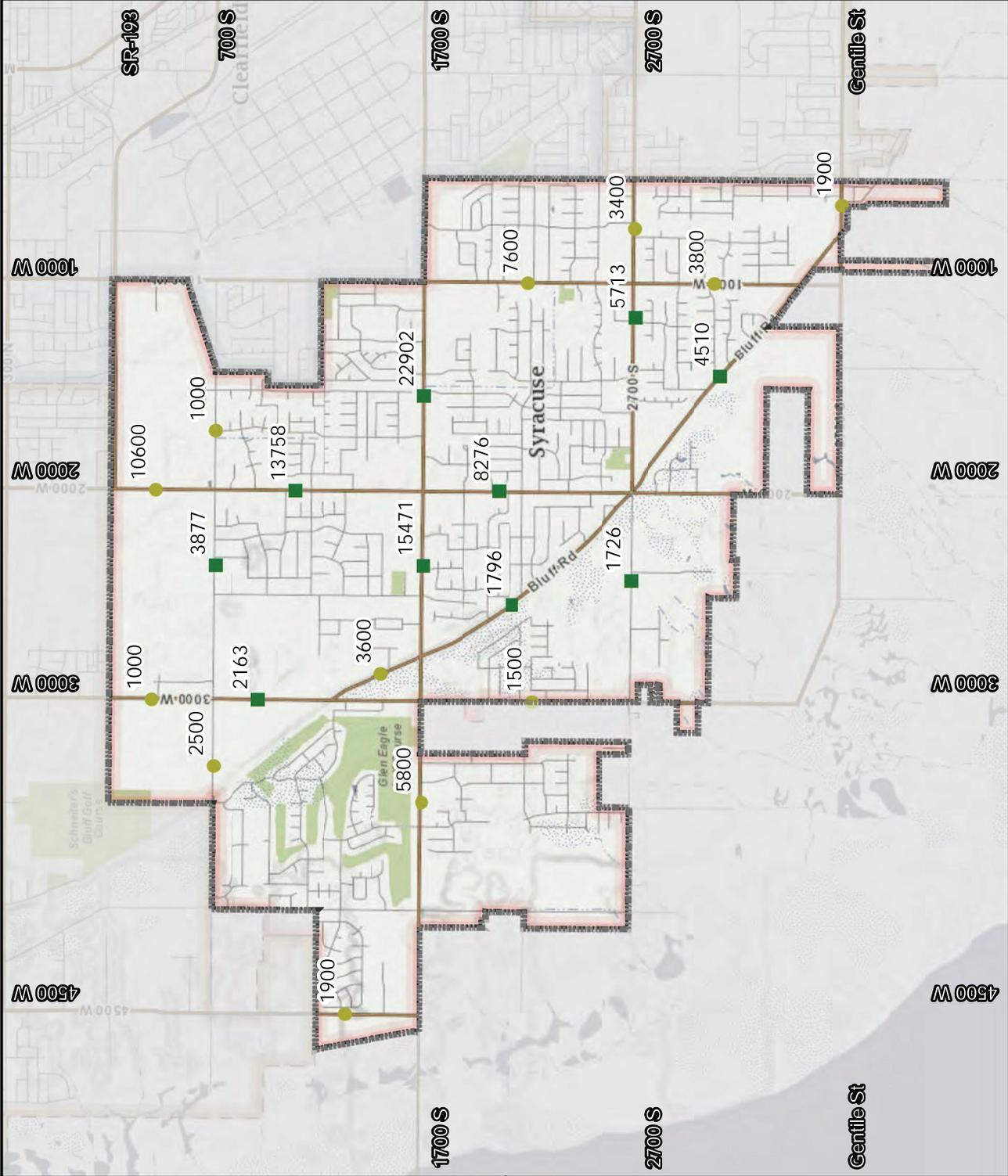
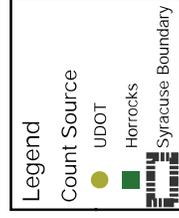


Roadway segment LOS and intersection LOS differ in the way they are measured. Roadway segment LOS relates directly to the number of lanes in the segment and is determined by a volume/capacity ratio. For example, a roadway LOS F occurs when the number of vehicles traveling on a roadway exceeds the number of vehicles that can be reasonably accommodated by the roadway without undue speed reduction.



# Master Transportation Plan

Figure 5: Count Locations





For intersections, LOS is related to the length of time the average vehicle will have to wait at a signal before proceeding through the intersection. LOS F is seen where an average vehicle must wait longer than 80 seconds to proceed through a signalized intersection.

Intersection and roadway segment LOS problems must be solved independently as the treatment required to mitigate the congestion is different in each case. Roadway segment LOS can be mitigated with geometry improvements, additional lanes, two-way-left turn lanes, and access management. Intersection problems may be mitigated by adding turn lanes, improving signal timing, and improving corridor signal coordination.

Roadway LOS is used as a planning tool to quantitatively represent the ability of a particular roadway to accommodate the travel demand. [Table 4](#), [Table 5](#), and [Table 6](#) summarize major roadway LOS conditions within the City. These values are based on the Highway Capacity Manual (HCM) principles and regional experience.

**Table 4: Suburban Freeway LOS Capacity Criteria in Vehicles per Day**

| Lanes | LOS C  | LOS D   | LOS E   |
|-------|--------|---------|---------|
| 4     | 60,000 | 70,000  | 89,000  |
| 6     | 95,000 | 110,000 | 140,000 |

**Table 5: Suburban Arterial LOS Capacity Criteria in Vehicles per Day**

| Lanes | LOS C  | LOS D  | LOS E  |
|-------|--------|--------|--------|
| 3     | 11,500 | 13,000 | 16,500 |
| 5     | 26,500 | 30,500 | 39,000 |
| 7     | 40,000 | 46,000 | 59,000 |

**Table 6: Suburban Collector LOS Capacity Criteria in Vehicles per Day**

| Lanes | LOS C  | LOS D  | LOS E  |
|-------|--------|--------|--------|
| 2     | 9,700  | 12,100 | 14,500 |
| 3     | 10,800 | 13,400 | 16,100 |

LOS C is approximately 70 percent of a roadway’s capacity and is a common goal for urban streets during peak hours. A standard LOS C for system streets (collectors and arterials) is acceptable for future planning. LOS C suggests that for most times of the day, the roadways will be operating well below capacity. The peak times of day will likely experience moderate congestion characterized by a higher vehicle density and slower free flowing speeds.

From [Table 4](#), [Table 5](#), and [Table 6](#), roadway capacity decreases as ease of access increases. Collector roads, designed for lower speeds and easy access, have lower capacities than freeways where ease of access is limited. Capacity also depends on the number of lanes. An additional lane increases the roadway capacity based on the functional class of the roadway. For example, the additional daily capacity per lane for collector roads (1,300) is significantly less than an additional freeway lane (40,000).



Existing traffic volumes along with the parameters in [Table 4](#), [Table 5](#) and [Table 6](#) were used to determine the LOS for each roadway segment in Syracuse City, as shown in [Figure 6](#). The following roadway segments are currently experiencing unacceptable levels of service:

- ❖ **2000 West:** 700 South to 1700 South
- ❖ **1700 South:** 2000 West to 3500 South



# FUTURE ROADWAY NETWORK

Future traffic patterns and the resulting operating conditions of a roadway network are directly related to land use planning and socioeconomic conditions. As traffic is not restricted to the Syracuse area and many of the roadways within the city act as regional roads linking communities north and south of the City, the socioeconomic and land use data in the neighboring cities must also be considered when projecting future traffic conditions within the City. Thus, socioeconomic information for the entire Wasatch Front was used to project future travel demand.

## Future Socioeconomic Conditions

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The majority of the projected socioeconomic data used in this study comes from the WFRM travel demand model, which is based on the best available statewide data provided by the Governor's Office of Planning and Budget (GOPB). This data was supplemented and verified using the data provided by the City in the form of the adopted Land Use Plan (see [Figure 7](#)). The information given is considered the best available for predicting future travel demand. However, land use planning is a dynamic process and the assumptions made in this report should be used as a guide and should not supersede other planning efforts particularly when it comes to localized intersections and roadways.

Transportation planning in the region is a cooperative effort of state and local agencies. The WFRM is responsible for coordinating this transportation planning process in the Salt Lake and Ogden/Layton urbanized areas as the designated Metropolitan Planning Organization (MPO). Metropolitan Planning Organizations are agencies responsible for transportation planning in urbanized areas throughout the United States. The Governor designated the Wasatch Front Regional Council (WFRM or Regional Council) as the Metropolitan Planning Organization for the Salt Lake and Ogden Areas in 1973.

## Future Land Use

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In the Land Use Plan, the City has sites planned for general commercial and commercial II; very high, high, medium, low, and very low density housing; professional office and research park; as well as public facilities, parks and open land, agriculture open space, sensitive overlay, and industrial facilities. [Figure 7](#) shows the latest General Plan (updated November 26, 2013) for Syracuse City; with the most current version found at [www.syracuseut.com](http://www.syracuseut.com).

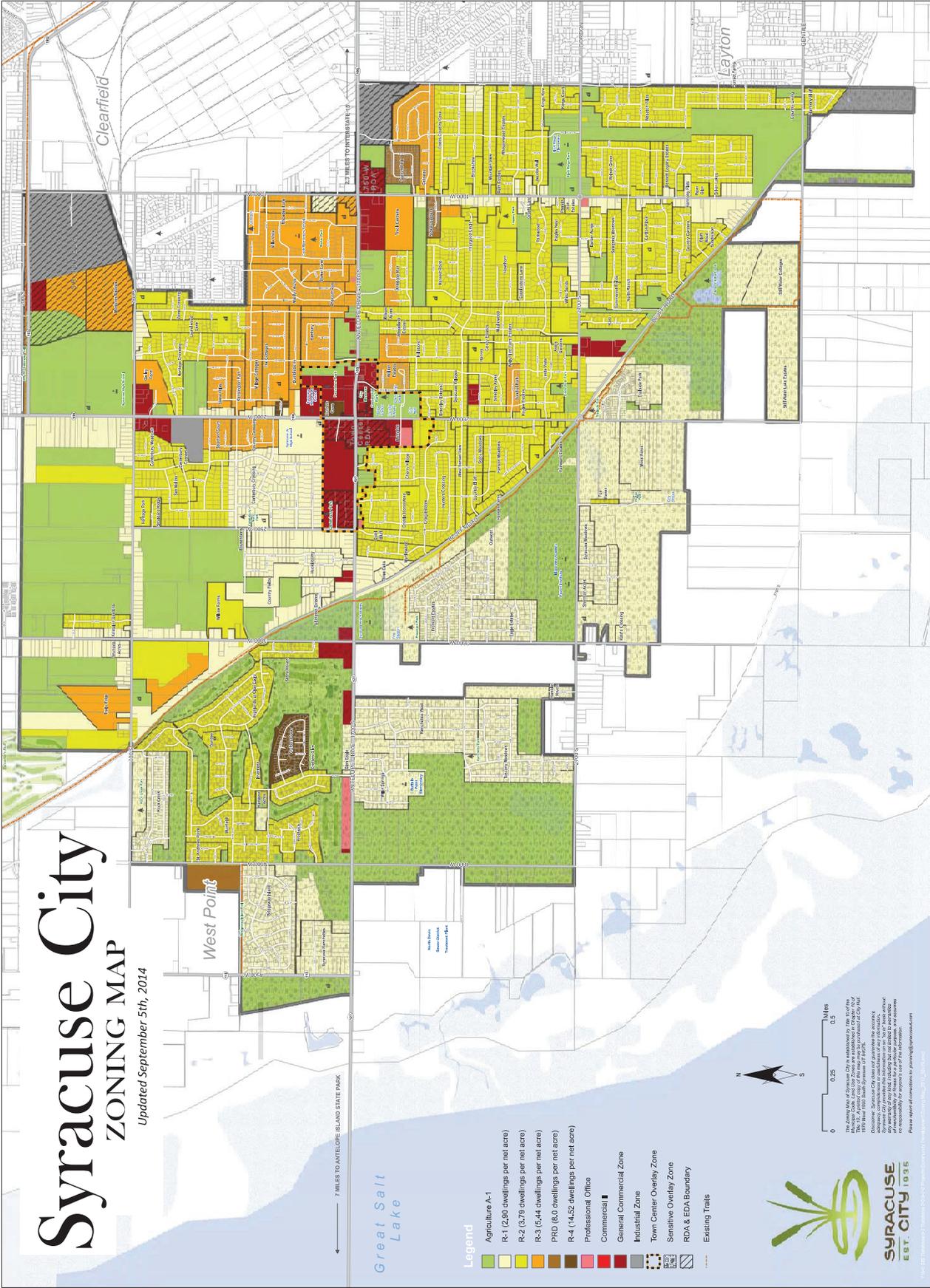




# Syracuse City

## ZONING MAP

Updated September 5th, 2014



### Legend

- Agriculture A-1
- R-1 (2.90 dwellings per net acre)
- R-2 (3.79 dwellings per net acre)
- R-3 (5.44 dwellings per net acre)
- PRD (8.0 dwellings per net acre)
- R-4 (14.52 dwellings per net acre)
- Professional Office
- Commercial
- General Commercial Zone
- Industrial Zone
- Town Center Overlay Zone
- Sensitive Overlay Zone
- RDA & EDA Boundary
- Existing Trails



The zoning map of Syracuse City is established by the City of Syracuse, New York. A portion of the map is provided for information only. The City of Syracuse is not responsible for any errors or omissions. The City of Syracuse is not responsible for any damages or losses resulting from the use of this information. Please refer to the City of Syracuse website for more information.





## Travel Model Development

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Future traffic volumes were projected using the Wasatch Front Regional Travel Demand Model. This tool has been used for many years to determine regional travel demand along the entire Wasatch Front. The projected traffic volumes were used to identify areas in the City where new roads will be required and where existing facilities should be improved to provide more capacity. A horizon year of 2040 was selected for planning purposes to align with WFRC long range planning. The traffic projections include the addition of the West Davis Corridor (WDC).

## No Build Network

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A no-build scenario is intended to show what the roadway network would be like in the future if no action was taken to improve the City roadway network. Typically, the no-build scenario acts as a guide for roadway capacity inefficiencies that will need to be improved by 2040. With the West Davis Corridor alignment passing through Syracuse City, the no-build scenario as well as development around the WDC alignment was used as a basis for roadway capacity improvements for 2040.

For Syracuse City, The WFRC Travel Demand Model was used to predict this condition by applying the future growth and travel demand to the existing roadway network. Applying the projected traffic volumes to the no-build scenario, all roadways are expected to increase in traffic volume with an additional section of 1700 South performing at an unacceptable LOS when comparing to the existing LOS model as shown in [Figure 8](#). The following roadways will perform at an unacceptable LOS in the 2040 no-build scenario:

- ❖ **2000 West:** *Northern Border to 2700 South*
- ❖ **1700 South:** *Eastern Border to 1500 West; 2000 West to 2500 West*

## 2040 Roadway Network

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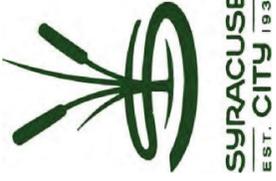
The goal of the TMP is to provide a transportation network which will accommodate traffic at an acceptable LOS through the year 2040. In order to accomplish this, several roadways and intersections in the City will need to be improved. The proposed 2040 roadway network and LOS are shown in [Figure 9](#) and [Figure 10](#), respectively. The following sections describe other aspects of the proposed network including connectivity, jurisdiction, and capacity improvements.

## Connectivity

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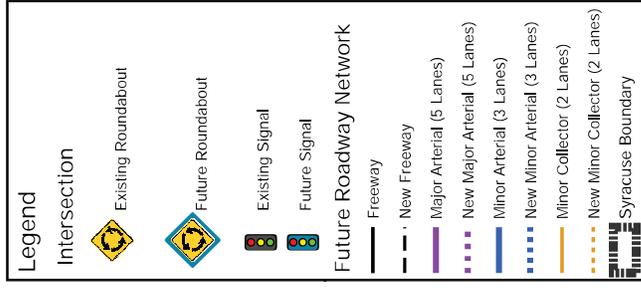
Syracuse City requires a connected street system for all new developments, minimizing the use of cul-de-sacs. Infill parcels will be required to provide future street stubs to adjacent parcels with the potential for development. Retail and office development must provide cross access easements to create circulation patterns to adjacent properties, to eliminate multiple access points to the major street system. Consequently, this will reduce travel time and congestion by allowing drivers to make shorter and more direct trips. In addition, connectivity will allow the option of walking or bicycling, due to shorter routes to schools, parks and businesses. Emergency vehicles including police, fire trucks, and ambulances will similarly benefit from connectivity, by use of alternate routes if one is blocked. Overall fuel consumption and pollution will also result by shortening trips through connectivity.



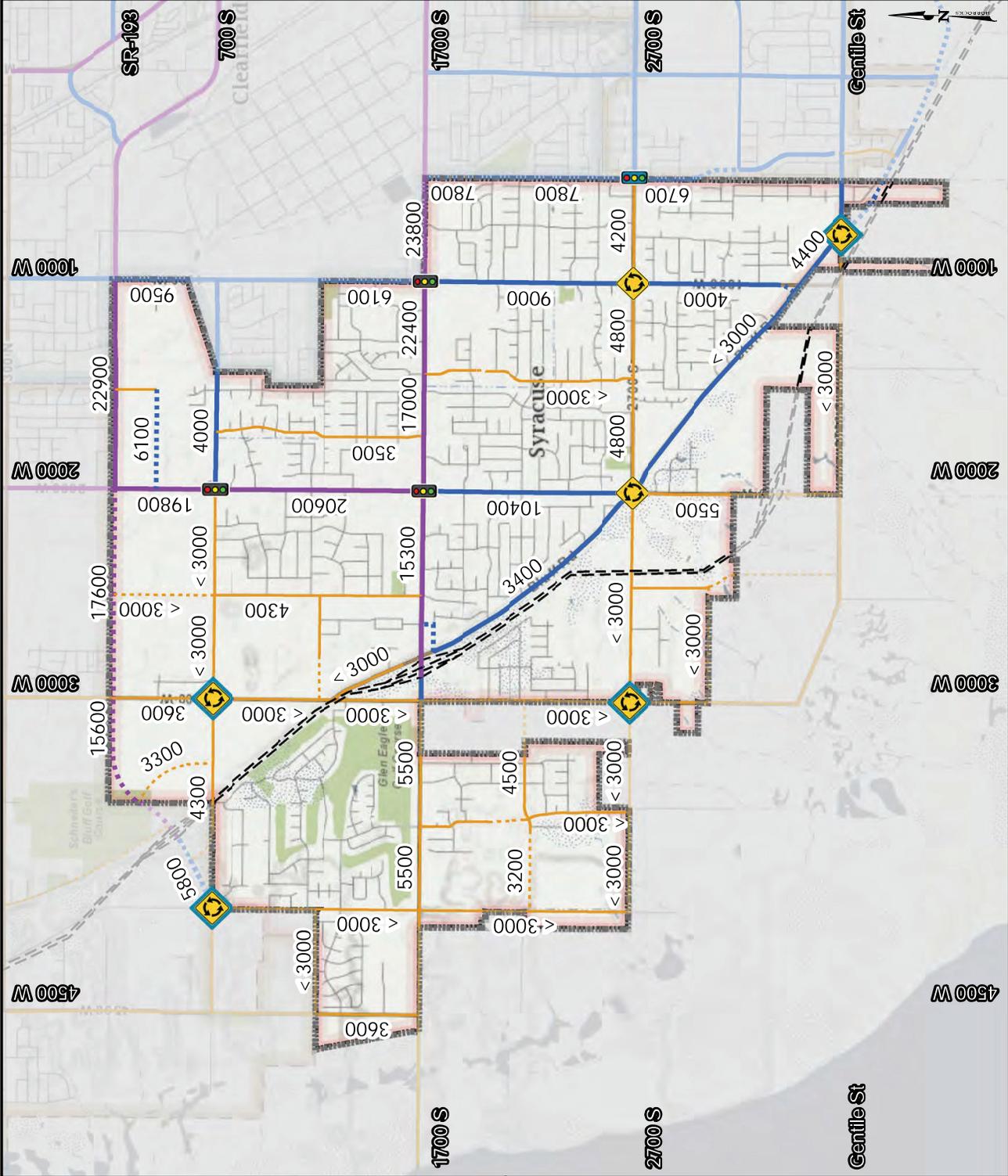


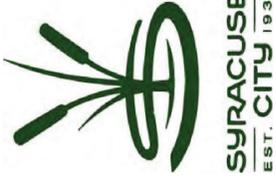
# Master Transportation Plan

Figure 9: Proposed 2040 Street Network



**HORROCKS**  
ENGINEERS





# Master Transportation Plan

Figure 10: Proposed 2040 Street Network Level of Service

**Legend**

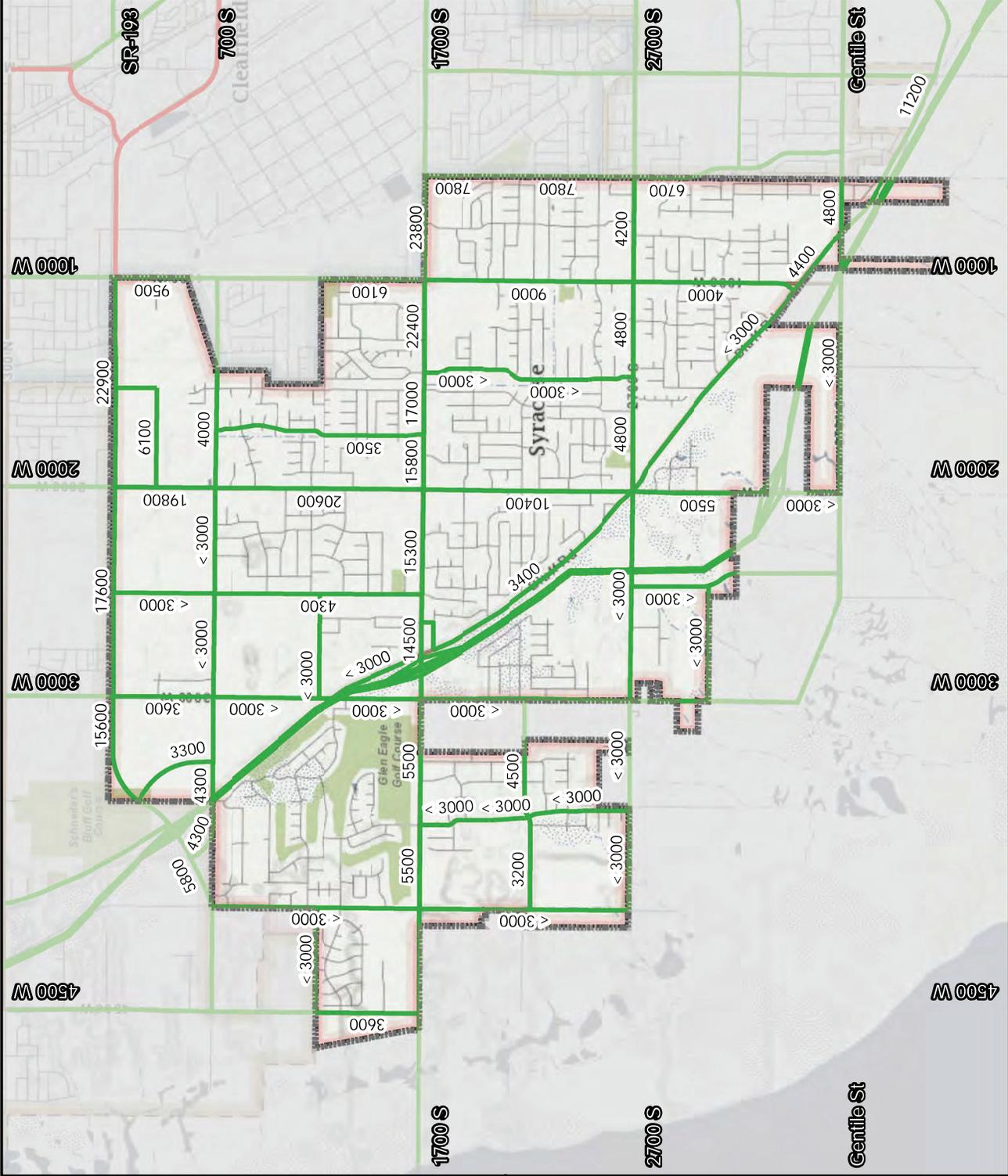
Future Level of Service

- Acceptable (LOS C or Better)
- Unacceptable (LOS D or Worse)

Syracuse Boundary



**HORROCKS**  
ENGINEERS





## Street Jurisdiction

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Syracuse City does not have financial responsibility for roadway improvements on UDOT roads. This means that the City has no control whether or not UDOT implements the improvements indicated on this TMP. Furthermore, the WFRC awards funding opportunities every year for projects in Salt Lake, Davis, Weber, Tooele, Morgan and Box Elder Counties. Only projects on the UDOT Functional Classification map that are not UDOT owned are eligible for WFRC funding. According to the UDOT Functional Classification map, many of the roadways in the City are eligible for WFRC funding.

Although it is not guaranteed UDOT will update the roadways or receive funding from the WFRC for projects included in this TMP, it will encourage UDOT and the WFRC to include these projects in their long range planning. [Figure 11](#) shows the UDOT, WFRC and City roadways. A list of the UDOT owned and WFRC eligible roadways in Syracuse City are shown below:

### UDOT Owned Roadways

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- ❖ **1700 South (SR-127):** Eastern Boarder to Western Border
- ❖ **4500 West (SR-110):** 1700 South to Northern Border
- ❖ **2000 West (SR-108):** 1700 South to Northern Border
- ❖ **SR-193:** Eastern Border to 2000 West (4000 West by 2040)

### Roadways Eligible for WFRC Funding

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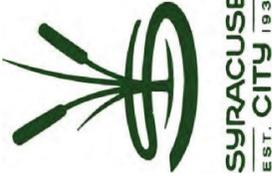
- ❖ **1000 West:** Bluff Street to Northern Border
- ❖ **3000 West:** 2700 South to Northern Border
- ❖ **Bluff Street:** Gentile Road to 3000 West
- ❖ **2700 South:** Eastern Border to 3000 West
- ❖ **700 South:** Eastern Border to 4500 West

## Roadway Capacity Improvements

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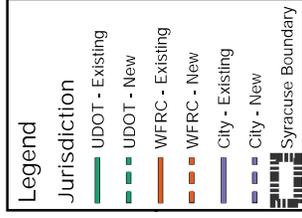
New roadways will be built to provide connectivity and service new development, specifically in the areas surrounding West Davis Corridor. These roadways are indicated with a dashed line in [Figure 9](#). For existing roadways, more lanes are needed on roadways where capacity improvements are necessary. Capacity improvements do not always require cross-section widening, although this is often the case. Other methods to improve capacity are to stripe additional lanes where existing pavement width can accommodate, eliminate on street parking, create narrower travel lanes, and add two-way left turn lanes. UDOT roads are included in the analysis and care has been taken to refer to the planning efforts of WFRC to align Syracuse's plan with other regional plans. The following paragraphs outline some of the highlights of the proposed street network.



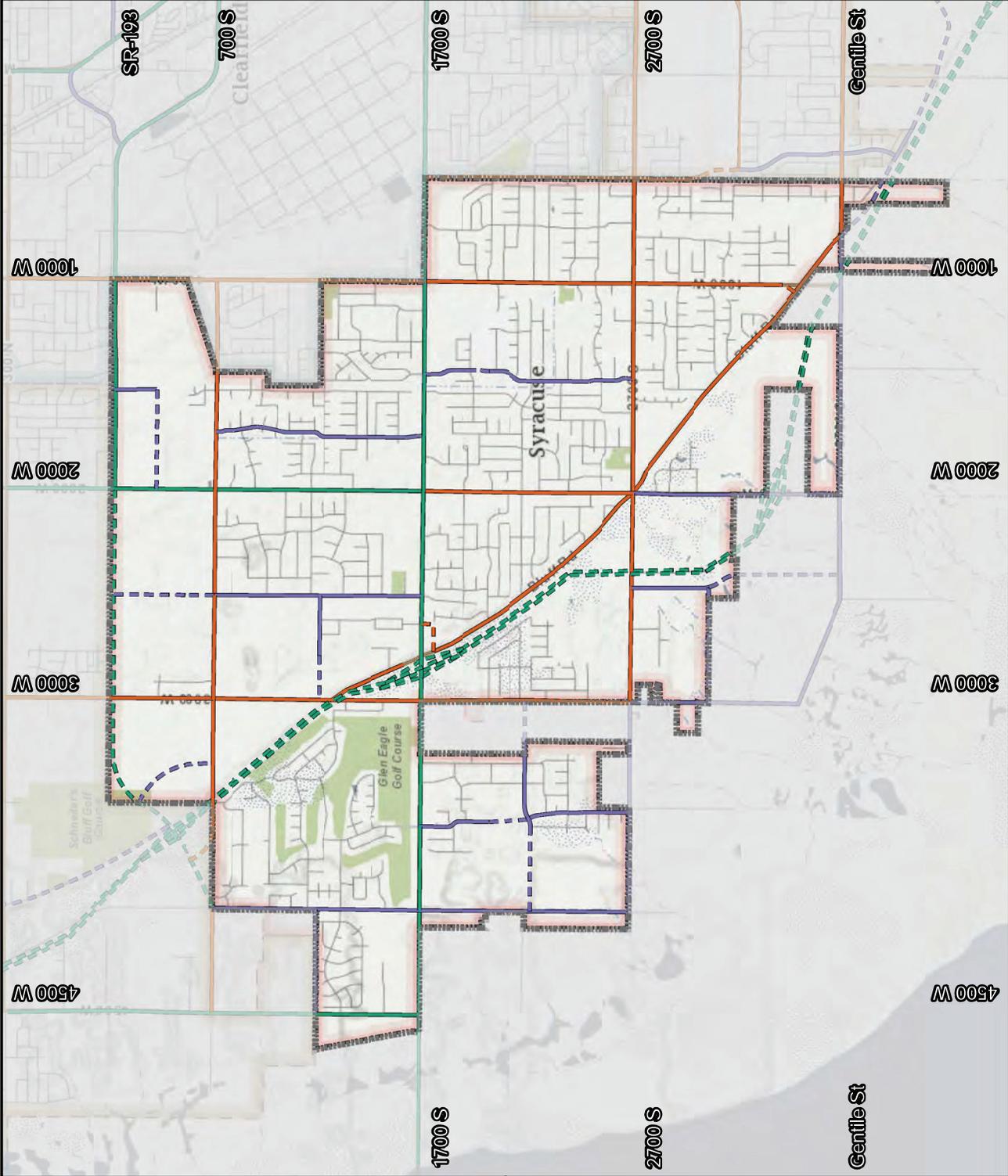


# Master Transportation Plan

Figure 11: Roadway Jurisdictions



**HORROCKS**  
ENGINEERS





**West Davis Corridor** – *The West Davis Corridor is a proposed freeway that will alleviate future traffic congestion. Currently, it is proposed to have two interchanges in Syracuse at 2000 West and 1700 South. Another interchange is in close proximity to Syracuse City at SR-193 in West Point City.*

**1700 South: 2000 West to West Davis Corridor** – *Currently, 1700 South is a 5 Lane Arterial from the eastern border of the City to 2000 West. With the addition of the West Davis Corridor, this roadway will need to be widened to a 5 lane arterial to the interchange.*

**2000 West: Northern Border to 2700 South** – *Traffic volumes in 2040 will exceed capacity on 2000 West. From the northern border to 1700 South, the current 3 lane arterial roadway will need to be widened to 5 lanes and the current 2 lane collector from 1700 South to 2700 South will need to be widened to a 3 lane arterial.*

**SR-193 Extension to West Davis Corridor** – *With the addition of the West Davis Corridor, SR-193 will be extended to accommodate traffic from the future interchange in West Point City. SR-193 runs along the northern border of the City.*

**Bluff Street Connection with Layton Parkway** – *Layton Parkway is an arterial with access to I-15 in Layton City. By 2040, Layton City is planning to extend Layton Parkway to 2700 West. In corporation with Layton City, Syracuse will fund 100% of the project that connects Bluff Street to Layton Parkway. The agreement can be found in [Appendix B – Layton Parkway Connection Agreement](#).*

## Intersection Improvements

Any type of potential intersection improvement, including additional turn lanes on existing roadways, traffic signals, roundabouts, and geometrical improvements will be considered. The City of Syracuse must approve the recommended improvements on city streets prior to creating any specific improvements. This plan indicates the places where intersection improvements may be made but does not specify the type of improvement. Multiple options will likely be feasible at each location and each location should be studied and analyzed individually. Right-of-Way requirements and widening will depend on the type of treatment selected for each intersection. [Figure 9](#) shows the only potential intersection improvement as a roundabout at 3000 West and 700 South. As a part of this TMP, all types of intersection improvements, such as traffic signals, roundabouts, and stop-controlled intersections will be discussed.

### *Traffic Signals as Intersection Improvements*

Traffic signals may be warranted at the intersection of any two roadways depending upon the signal warrants outlined in the Manual on Uniform Traffic Control Devices (MUTCD). The design of the traffic signal depends primarily on the amount of traffic passing through the intersection during the peak times of day. Design parameters that are essential to a well-designed signalized intersection include lane configuration, turn radii, turn pocket lengths and taper lengths. Each of these parameters are a function of the road classification, peak hour volume, and design speed. Traffic signals in Syracuse City are only considered at intersections along arterial roadways. All arterials in the City are UDOT owned and maintained, as a result UDOT is responsible to improve all intersections in Syracuse City. The following section discusses the guidelines for installing new traffic signals.



#### Traffic Signal Warrants in the Manual on Uniform Traffic Control Devices

The need for new traffic signals will be based on warrants contained in the Manual on Uniform Traffic Control Devices (MUTCD) and any additional warrants established by the National Committee on Uniform Traffic Control Devices. Traffic progression is important in determining the location of a new signal. Generally, a minimum spacing of one-half mile for all signalized intersections should be maintained. The one-half mile spacing is usually desirable to achieve decent speed, capacity, and optimum signal progression. The one-half mile signal spacing standard may be relaxed on lower volume collector streets where an engineering study shows traffic progression can be maintained. The signal cycle split assumptions must consider pedestrian movements and clearance. To provide flexibility for existing conditions and ensure optimum two-way signal progression, an approved traffic engineering analysis must be made to properly locate all proposed access points that may require signalization. The section of roadway to be analyzed for signal progression will be determined by the City and will include all existing and future signalized intersections.

A traffic control signal should only be installed if and when the warrant criteria outlined in Chapter 4C of the MUTCD are met. It is possible to predict where traffic control signals may be warranted in the future based on projected traffic volumes and roadway functional classifications. A traffic control signal may be warranted at intersections containing at least one arterial and one collector street. They are rarely warranted where two collector streets meet and almost never warranted where local streets connect. Traffic signals are typically not warranted when other traffic control devices such as modern roundabouts or mini-roundabouts are recommended.

#### Signal Timing

Although [Figure 9](#) does not show any traffic signal improvements for 2040, it does not eliminate other mitigation methods to improve the LOS at a traffic signal. One method that will need to be maintained regularly is traffic signal timing. As traffic volumes continue to increase, the signal timing can be improved to optimize the performance of the traffic signal. Since all signals in Syracuse City are UDOT owned and operated, coordination with UDOT is essential to assure that all traffic signal timing is updated regularly to maintain adequate traffic flow.

#### Queuing Analysis

A 95th percentile (using Poisson's distribution) queue length will be used as the basis of storage length design and verification of the adequacy of existing storage lengths. Alternative methodologies, such as Synchro 95th percentile length calculations may be used with city approval. At signalized intersections, a background cycle length of 120 seconds will be assumed. Green times for specific movements will be based on the movement's proportion of the critical lane volume, subject to phase minimums. Minimum greens will be assumed to be 10 seconds for through movements and 4 seconds for left turns. Yellow change and red clearance intervals will be assumed to be 3 seconds and 1 second, respectively, for left turn movements and 4 seconds and 1 second, respectively, for through movements. For lane groups that have multiple lanes, a lane utilization factor, in accordance with the HCM methodology, shall be applied to the calculation of queue lengths.

#### Deceleration Lanes for Right Turning Vehicles

A right turn deceleration lane is required when any one or more of the following criteria is met:



- ❖ *Where the design hour volume of the right turn into the access is less than five and the outside lane volume exceeds 250 on 45 to 55 mph roadways, 400 on 35 to 40 mph roadways, or 600 on a 25 to 30 mph roadway, a right turn lane may be required due to high traffic volumes or other unique site specific safety considerations.*
- ❖ *When the access volume meets or exceeds 25 design hour volume for roadways with speeds of 25 to 40 mph or 20 design hour volume for roadways with speeds in excess of 40 mph, a right turn deceleration lane will be required.*

### *Roundabouts as Intersection Improvements*

(Reference: "Roundabouts: An Informational Guide", U.S. Department of Transportation, Federal Highway Administration, Publication No. FHWA-RD-00-067). According to FHWA, many international studies have found that one of the most significant benefits of a roundabout installation is the improvement in overall safety performance. Specifically in the United States, it has been found that single-lane roundabouts are safer for drivers than two-way stop-controlled intersections. The frequency of crashes might not always be lowered at roundabouts, but the injury rates and severity of crashes are reduced. On a planning level, it can be assumed that roundabouts will provide higher capacity and lower delays than all-way stop control, but less than two-way stop control if the minor movements are not experiencing operational problems. A single-lane roundabout may be assumed to operate within its capacity at any intersection that does not exceed peak-hour volumes warranted for signals. A roundabout that operates within its capacity will generally produce lower delays than a signalized intersection operating with the same traffic volumes and right-of-way limitations.

Mini-roundabouts are a type of roundabout characterized by a small diameter and traversable islands (central island and splitter islands). Mini-roundabouts offer most of the benefits of regular roundabouts with the added benefit of a smaller footprint. As with roundabouts, mini-roundabouts are a type of intersection rather than merely a traffic calming measure, although they may produce some traffic calming effects. According to the published Federal Highway Administration (FHWA) technical summary (FHWA-SA-10-007), there are three applications for mini roundabouts:

- ❖ **Space Constrained locations with reasonable approach speeds (30 mph or less):** *Since mini-roundabouts require less space than larger roundabouts, they may be a solution when a larger roundabout does not fit, provided that incoming speeds are reasonable*
- ❖ **Residential environments:** *Mini-roundabouts offer a low-speed, low-noise intersection option that requires little ongoing maintenance*
- ❖ **Intersections with high delay:** *A mini-roundabout can be an ideal application to reduce delay at stop-controlled intersections that do not meet signal warrants*

Mini-roundabouts are common in the United Kingdom (U.K.) and France and are emerging in the United States (including states such as Maryland and Michigan), Germany, and other countries. Syracuse City will consider the application of mini-roundabouts in the future according to the guidelines given by the FHWA.

### *Stop-Control as Intersection Improvements*

Wherever possible the City is encouraged to use roundabouts to control traffic on low to medium volume roadways. In cases where this is not feasible due to financial restraints or sight distance concerns, stop-control may be an appropriate intersection treatment. 4-way stop control should be avoided on collector



streets and prohibited on arterial streets where possible. In all cases stop controlled intersections should follow the guidelines and warrants set forth in the MUTCD.





# ALTERNATIVE TRANSPORTATION MODES

Alternative transportation modes are an important part of the overall transportation system. A complete transit system may include bus, bus rapid transit (BRT), light rail, commuter rail, and van share facilities. Non-motorized traffic includes pedestrians, bicyclists, hikers, horseback riders, and joggers/walkers. These modes of transportation are very important and should be accommodated in a vibrant and sustainable transportation system.

## Transit

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The Utah Transit Authority (UTA) is the provider of public transportation throughout the Wasatch Front. It operates fixed route buses, express buses, Bus Rapid Transit (BRT) lines, ski buses, light rail, and commuter rail. In this capacity, UTA is responsible for the operation of the transit network in the city of Syracuse. It is the responsibility of the City and UTA to work cooperatively to provide transit planning to accommodate alternative transportation options to its residents as demand increases.

## Existing Transit Service

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Currently, Route 626 is the only bus route that services Syracuse City. This route originates at the Weber State Davis Campus in Clearfield, UT and ends at 5500 South and 3500 West in Hooper, UT. There are no other types of transit serving the City at this time.

## Future Transit Service

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The combined efforts of UTA, UDOT, WFRC, and the City will largely dictate the nature of a future expanded transit system. The City should be actively involved in supporting transit as a viable and attractive alternative transportation mode in the City. These planning and lobbying efforts will assist in procuring the necessary funding and support to develop, implement, and maintain a sustainable transit system. The UTA bus system is versatile, as routes and stops can be adjusted as the demand and other factors occur.

## Local Bus Routes

In [Figure 12](#), the WFRC's Long Range Plan calls for enhanced bus service on 1700 South in Syracuse City. There are many opportunities for transit service enhancements in Syracuse. As new roads are built and the population expands, it will be necessary for UTA to provide service to these new corridors.

It is recommended that more frequent and additional bus routes be considered and that the City meet with UTA to decide bus stop locations, frequency, better signage, and shelter alternatives. Attention should also be given to ensure that bus stops are in compliance with the Americans with Disabilities Act (ADA).



### *Bus Rapid Transit*

Other enhancements to bus service will be through the implementation of Bus Rapid Transit (BRT). BRT is a way to provide a higher level of service similar to that of a rail system without the high capital costs of a rail system. There are a number of ways in which a BRT system can be implemented and by which bus service is made more efficient by reducing travel time and delay. One of the simplest forms of BRT is to provide transit priority at traffic signals. Through this technology, the traffic signal timing is adjusted by extending the green phase for approaching buses so there is a greater chance for the bus to make it through the intersection without stopping. Another BRT enhancement is to provide queue jumper lanes for buses. These are essentially right turn lanes that are available for through buses to use. The bus can then travel past the queue in the through lanes to the stop bar. This is typically used in conjunction with transit priority at the traffic signal, in which the bus can proceed through a green light before other vehicles, so the bus can get a head start.

More advanced BRT systems include exclusive bus-only travel lanes, similar to a light rail system. The system has regularly spaced bus stations and operates just like a rail system. With lower construction costs and lack of a fixed guide way, these systems are more flexible than traditional light rail.

### **Pedestrians and Bicycles**

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Pedestrian and bicycle safety is an important feature of any transportation master plan. People will be more inclined to walk or ride their bicycle when the experience is pleasant, perceived safe, and distances are reasonable. Each of the standard cross-sections shown in the Syracuse City Standard Drawings includes a four-foot sidewalk coupled with a three-foot to eleven-foot parkstrip to provide a buffer between pedestrians and vehicular traffic. Syracuse City Trail System Master Plan is a long-term guide to future planning, design and implementation for a citywide system of trails to be utilized for commuter travel, health and fitness, and recreational purposes throughout the City. The master plan adopted March 14, 2012 can be found in [Appendix C – Trails Master Plan](#) and the most current version is found on the City's website: [www.syracuseut.com](http://www.syracuseut.com).

### **WFRC Long Range Plan**

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The Long Range Plan of the Wasatch Front Regional Council includes a map of existing and future bicycle paths throughout Davis County. This map is shown in [Figure 13](#). The map shows shared use paths (Class I), bike lanes (Class II) and signed shared roadway (Class 3) facilities throughout the city.

### **Recommended Bike Paths**

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All of the proposed arterial and collector street cross-sections allow for the addition of bicycle lanes. Before a bicycle lane can be installed on a roadway, the roadway itself must be complete along the entire extent of the bicycle path. Missing shoulders and incomplete segments pose a serious hazard to bicyclists. Bicycle facilities are an integral part of any connected transportation system and should be encouraged where feasible.



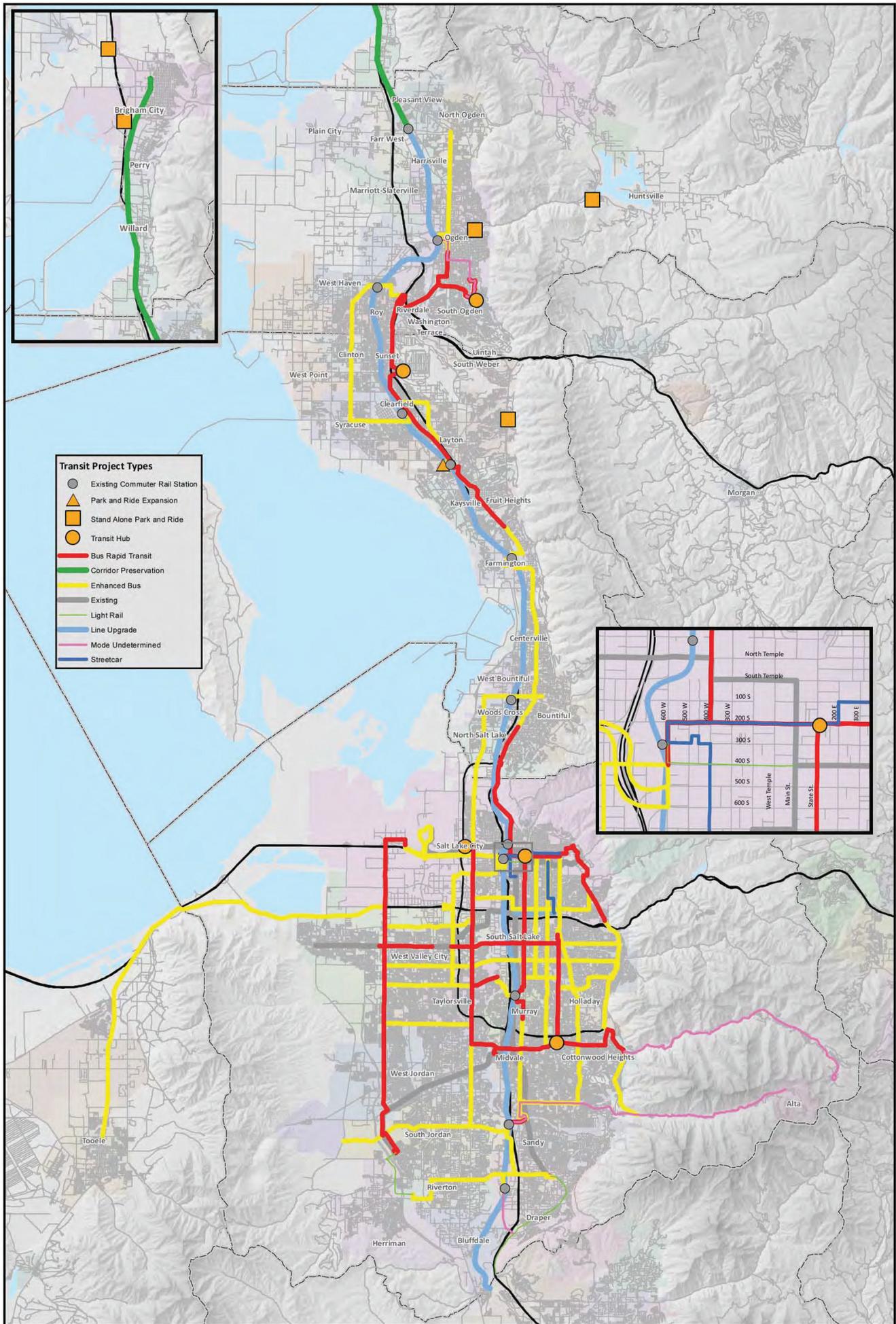


Figure 12

Transit Project Type

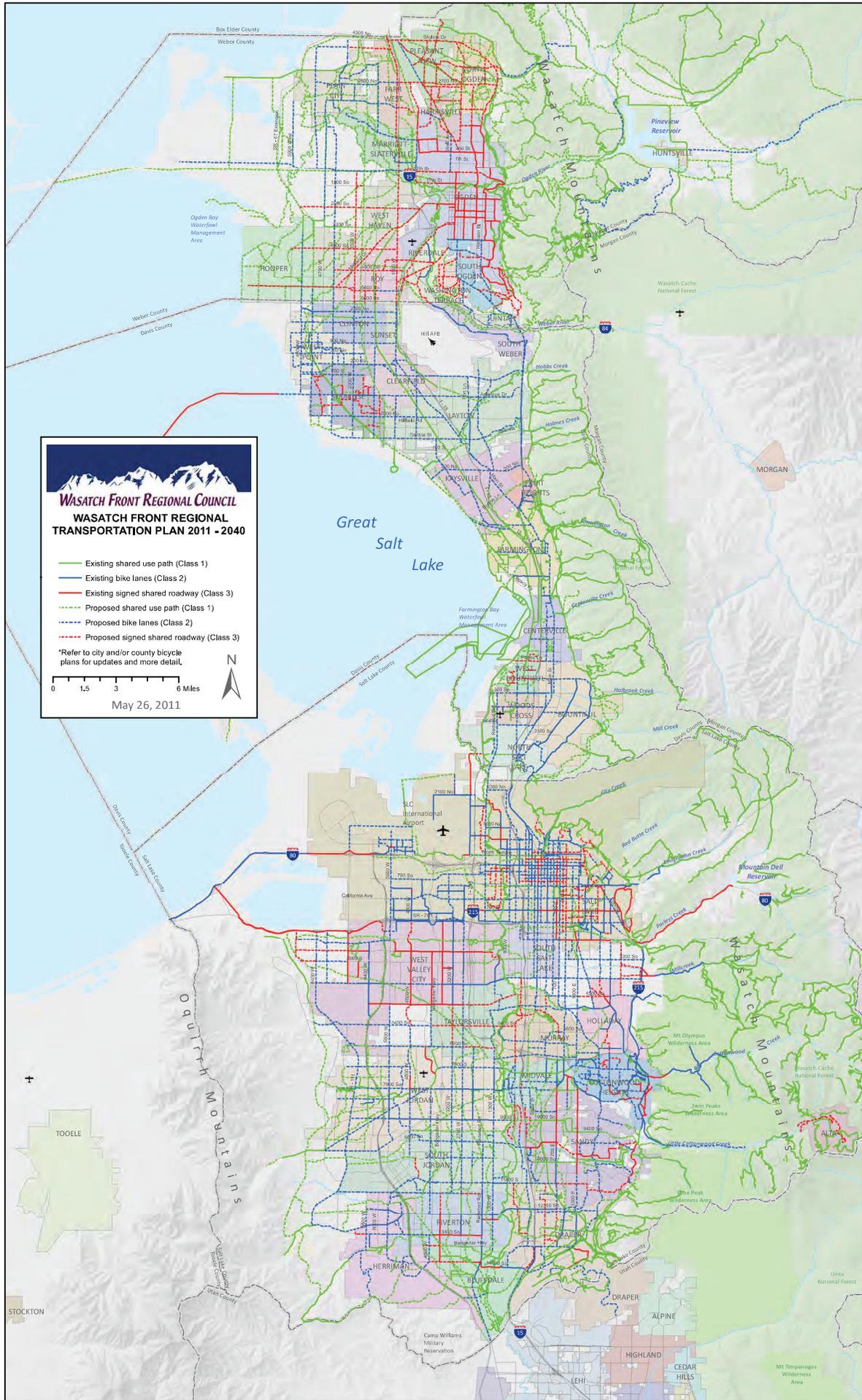


Figure 13



# OTHER ELEMENTS OF THE TRANSPORTATION MASTER PLAN

## Traffic Impact Studies

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As growth occurs throughout the City, the City will evaluate the impacts of proposed developments on the surrounding transportation networks prior to giving approval to build. This will be accomplished by requiring a Traffic Impact Study (TIS) to be performed for any development in the City based on city staff recommendations. A TIS will allow the City to determine the site specific impacts of a development including internal site circulation, access issues, and adjacent roadway and intersection impacts. In addition, a TIS will assist in defining possible impacts to the overall transportation system in the vicinity of the development. The area and items to be evaluated in a TIS include key intersections and roads as determined by the City Traffic Engineer on a case by case basis.

Each TIS will be conducted by a qualified Traffic Engineer chosen by the developer at their cost and approved by the City. A scoping meeting will be required by the developer/Traffic Engineer with the City Engineer to determine the scope of each TIS. Syracuse Traffic Impact Study Requirements are included in [Appendix D – Traffic Impact Study Guidelines](#) of this report.

## Intelligent Transportation Systems

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Intelligent Transportation Systems (ITS) refers to the increased use of technology and communication methods to improve traffic operations. Pavement detectors, traffic cameras and weather sensors are used to gather constant information about traffic flow conditions along corridors or at intersections. This information may be relayed to a traffic control center where operators can change traffic signal timing plans or post messages on variable message signs. All of the traffic signals located on arterial streets in Syracuse are connected to the UDOT and Davis County Traffic Operations Center by the use of fiber optic cable or radio antennas.

## Traffic Signal Coordination

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Traffic signal coordination is another ITS method that is used to improve traffic operations and efficiency. Traffic signal timing and phasing improvements generally improve all traffic flow but can also be used to favor high-occupancy vehicles or buses. Some ways in which signal timing can be used to favor transit include transit pre-emption and priority. Transit pre-emption means that as a transit vehicle approaches an intersection the signal timing is interrupted to accommodate the transit vehicle. This interrupts the signal coordination of a corridor or network and as such is generally not recommended. Transit priority allows traffic signals to adjust their phasing to give priority to transit vehicles without interrupting the overall traffic signal timing plan.



## Access Management

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Access management is a term that refers to providing and managing access to land development while maintaining traffic flow and being attentive to safety issues. It includes elements such as driveway spacing, signal spacing, and corner clearance. Access management is a key element in transportation planning, helping to make transportation corridors operate more effectively and to carry more traffic without costly road widening projects. Access management offers local governments a systematic approach to decision-making applying principles uniformly, equitably, and consistently throughout the jurisdiction.

An access management program must address the balance between access and mobility. While the functional classification of roads implies the priority of access versus mobility, access management does much the same thing. Freeways move vehicles over long distances at high speeds with very controlled access and great mobility. Conversely, residential streets offer higher level of access but at low speeds and with little mobility. Access management standards must account for these different functions of various facilities. The access management standards followed by the City are based on the FHWA access guide.

## UDOT Coordination

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Salem City must be an integral player in developing and conforming to access management standards on state highways. The reason for this is that UDOT controls the design and related standards on the state highway system while Syracuse controls the land uses that abut the state highway system. It is inappropriate for the City to approve a site plan for a given land use on a state highway within Syracuse City only to have UDOT deny the curb cuts identified as access points in the site plan. Per 17-27a-5-508, Syracuse City is required to give UDOT notice of proposed subdivisions along high priority corridors, where subdivisions are subject to a 45-day waiting period. In this example, as in actual developments, there is an overlap of approvals between UDOT's curb cut permit and the City's site plan approval.

## Corridor Preservation

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Corridor preservation is an important transportation planning tool that agencies should use and apply to all future transportation corridors. There are several new transportation facilities that have been identified in the Transportation Master Plan. In planning for these future facilities, corridor preservation techniques should be employed. The main purposes of corridor preservation are to:

- ❖ *Preserve the viability of future options,*
- ❖ *Reduce the cost of these options, and*
- ❖ *Minimize environmental and socio-economic impacts of future implementation.*

Corridor preservation seeks to preserve the right-of-way needed for future transportation facilities and prevent development that might be incompatible with these facilities. This is primarily accomplished by the community's ability to apply land use controls, such as zoning and approval of developments. Adoption of the Transportation Master Plan by the City of Syracuse is a commitment to citizens and future leaders in the community that the identified future corridors will be the ultimate location for transportation facilities.



Perhaps the most important elements of corridor preservation are ensuring that the corridors are preserved in the correct location and that they meet the applicable design and right-of-way standards for the type of facility being preserved. As the master plan does not define the exact alignment of each future corridor, it becomes the responsibility of the City to make sure that the corridors are correctly preserved. This will need to be accomplished through the engineering and planning reviews done within the City as development and annexation requests are approved that involve properties within or adjacent to the future corridors.

### UDOT High Priority Corridor Preservation

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As part of the many UDOT owned highways throughout the state, there is a list of high priority corridor preservation highways. As mentioned in 17-27a-5a-508 of the Utah Code, any future land use applications that are related to land located within the boundaries of a high priority corridor, the City is required to notify the UDOT Executive Director. SR-108 from Syracuse City to SR-126 in West Haven City is on the high priority corridor preservation List. The roadways in Syracuse City designated as SR-108 are 1700 South from the eastern border of the City to 2000 West and 2000 West from 1700 South to the northern border of the City. More information on UDOT corridor preservation can be found in [Appendix E – UDOT Corridor Preservation Process](#).

### Corridor Preservation Techniques

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Some examples of specific corridor preservation techniques that may be most beneficial and easily implemented include the following:

- ❖ **Developer Incentives and Agreements** – *Public agencies can offer incentives in the form of tax abatements, density credits, or timely site plan approvals to developers who maintain property within proposed transportation corridors in an undeveloped state.*
- ❖ **Exactions** – *As development proposals are submitted to the City for review, efforts should be made to exact land identified within the future corridors.*
- ❖ **Fee Simple Acquisitions** – *This is a voluntary transaction full ownership of a land parcel, including the underlying title, transferred from the owner to the City via either purchase or donation.*
- ❖ **Transfer of Development Rights and Density Transfers** – *Government entities can provide incentives for developers and landowners to participate in corridor preservation programs using the transfer of development rights and density transfers. This is a powerful tool in that there seldom is any capital cost to local governments.*
- ❖ **Land Use Controls** – *This method allows government entities to use its policing power to regulate intensity and types of land use. Zoning ordinances are the primary controls over land use and the most important land use tools available for use in corridor preservation programs.*
- ❖ **Purchase of Options and Easements** – *Options and easements allow government agencies to purchase interests in property that lie within highway corridors without obtaining full title of the land.*
- ❖ **Annexation** – *The City of Syracuse may require right-of-way for roadways to be dedicated to the City during the annexation process. This becomes part of the annexation agreement and is an effective and efficient way to procure needed right-of-way for future expansion.*



## Travel Demand Management

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Travel Demand Management (TDM) programs are designed to reduce the traffic volume on streets by increasing the number of occupants in a vehicle or by reducing or changing travel patterns and behavior. TDM programs use incentives and disincentives on automobile users to promote these changes in behavior. There are many myths and misconceptions about various TDM programs, what their specific goals are and how effective they may be. It is important to understand the facts behind each type of program and what each may be expected to accomplish prior to the selection and implementation of such strategies so that the benefits of the program may be maximized. Travel Demand Management measures can be divided into three categories: Improved Alternatives, Incentives and Disincentives, and Alternative Work Arrangements. The information in this section about Travel Demand Management has been summarized from a reference manual produced by the Institute of Transportation Engineers (ITE) called *Implementing Effective Travel Demand Management Measure*<sup>1</sup>.

It is not possible to include all of the information found in the reference manual in this report. A brief summary of each measure is given here but this reference manual should be referred to directly in order to obtain a more comprehensive understanding of TDM programs.

## Safety

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One of the main goals of the TMP and long term transportation planning in general is to estimate traffic growth and provide for adequate facilities as the need arises. The safe traffic operations of these future facilities are of equal importance. As a result, all of these facilities should be constructed and maintained to applicable design and engineering standards such as those set forth by Syracuse City ordinances, AASHTO "Policy on Geometric Design of Highways and Streets," and the Manual on Uniform Traffic Control Devices (MUTCD). This includes implementing applicable Americans with Disabilities Act (ADA) standards and school zone treatments.

## Traffic Calming

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Traffic calming provides many benefits to pedestrians and to the creation of livable neighborhoods.

Traffic calming and slower traffic enhances pedestrian safety by:

- ❖ *Decreasing the chances of a car-pedestrian collision*
- ❖ *Reducing the severity of injuries should a collision occur*
- ❖ *Making it easier and less intimidating for pedestrians to cross streets*

Traffic calming and slower traffic encourage more walking and bicycling by improving the ambiance of the neighborhood and more livable streets by:

- ❖ *Producing less traffic noise*
- ❖ *Reducing the level of air pollution*

Street patterns are typically developed at the time of construction. In Utah, the history of using a grid system for planning and development purposes started with the first settlers and has proven efficient for moving people and goods throughout a network of surface streets. However, the nature of a grid system

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<sup>1</sup> *Implementing Effective Travel Demand Management Measures: A Series on TDM*, Institute of Transportation Engineers, Washington D.C. June 1993.



with wide and often long, straight roads can result in excessive speeds. For that reason, traffic calming measures (TCM) can be implemented to reduce speeds on residential roadways. Traffic calming is, however, still applicable to many neighborhood or local streets and may be given consideration on the City's local and residential streets on a case-by-case basis upon request.

Traffic calming may be applied to existing city streets when requested by the neighborhood but should always be considered during the development of new neighborhood streets and subdivisions. Syracuse City has adopted the Neighborhood Traffic Calming Program (NTCP) that addresses the desire of residents and city leaders to organize a method for addressing high speeds through residential neighborhoods. The NTCP adopted December 23, 2008 is found in [Appendix F – Traffic Calming](#) and the most current version is found on the city's website [www.syracuseut.org](http://www.syracuseut.org).

ITE has established a definition for traffic calming that reads, “*Traffic calming is the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for non-motorized street users.*” Altering driver behavior includes lowering of speeds, reducing aggressive driving, and increasing respect for non-motorized street users.

### Types of Traffic Calming Measures

There are several types of TCM that can be grouped into three categories, depending on the level of control or the effect on traffic flow and speeds. Several factors can influence the choice of TCM used, including the location, street classification, street geometry, adjacent land uses, public transit needs, budget, climate, aesthetics, and community preferences. Level I measures are the least restrictive, while Level II is the most dramatic. The measures used for each level are outlined below.

#### Level I Measures

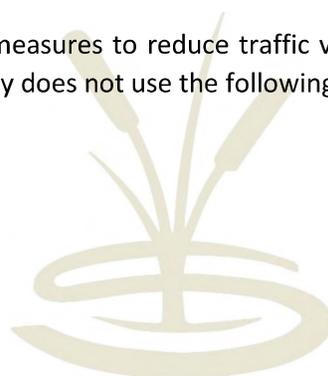
Level I measures would emphasize to residents important traffic safety issues and give instructions for driving safely in accordance with the rules of the road. The following list outlines Level I measures:

- ❖ *Neighborhood Education Brochure*
- ❖ *Neighborhood Traffic Safety Campaign*
- ❖ *Signage*
- ❖ *Pavement Markings*
- ❖ *Brush Trims*
- ❖ *Target Enforcement*
- ❖ *Neighborhood Speed Watch*
- ❖ *Radar Speed Trailer*

#### Level II Measures

Level II measures indicate physical measures to reduce traffic volumes and traffic speed. As a part of traffic calming practices, Syracuse City does not use the following measures:

- ❖ *Stop Signs*
- ❖ *Children at Play Signs*
- ❖ *Speed Humps*
- ❖ *Rumble Strips*





Although there are speed humps in the city, they are no longer used for traffic calming. See the NTCP for further details. Level II measures are separated into two categories for volume and speed control and are explained below.

#### Volume Control Measures

The primary purpose of volume control measures is to discourage or eliminate cut-through traffic. The following are volume control measures:

- ❖ *Half Street Closures*
- ❖ *Median Barriers*
- ❖ *Force Turn Islands*

#### Speed Control Measures

The primary purpose of speed control measures is to reduce vehicle speed. The following are speed control measures:

- ❖ *Speed Cushions (Temporary Only)*
- ❖ *Raised Sidewalks/Speed Tables*
- ❖ *Raised Intersections*
- ❖ *Roundabouts*
- ❖ *Traffic Circles*
- ❖ *Center Island Narrowing*
- ❖ *Chokers*

#### **Streetscaping**

Streetscaping includes the planning and placement of items, such as street furniture, lighting, art, trees, landscaping, and side treatments along streets and intersections. Although streetscaping can be implemented without traffic calming, TCMs need a certain element of streetscaping to be functional. Streetscaping enhances the aesthetics of roundabouts and constrictions, etc. Landscaping and other roadside treatments make street closures more effective and safer by highlighting the presence of the measure.

#### **Installation of Traffic Calming Measures**

When a request is submitted to the City, an evaluation is completed by Syracuse City staff. The evaluation includes a site visit and collection of data such as traffic volumes and traffic speeds. An index score will be assigned based on the following guidelines:

- ❖ *Speed*
- ❖ *Volume*
- ❖ *Crashes*
- ❖ *Emergency Response Route*
- ❖ *Fatalities*
- ❖ *Bike Route*
- ❖ *Pedestrian Generators*
- ❖ *Sidewalks*
- ❖ *Traffic Calming*
- ❖ *Street Width*
- ❖ *Posted Speed Limit*





- ❖ *Length of Street*
- ❖ *Street Classification*

With a score of 80 or greater, eligibility for a Level I traffic calming measure is implemented. If the results are accepted by residents, a neighborhood report is written. If the results are not accepted, a petition for a Level II traffic calming measure is completed. Once the Level II Measure has funding approval from the City Council, it is implemented. [Figure 14](#) is a flowchart showing the process of implementing Level I and Level II traffic calming measures.



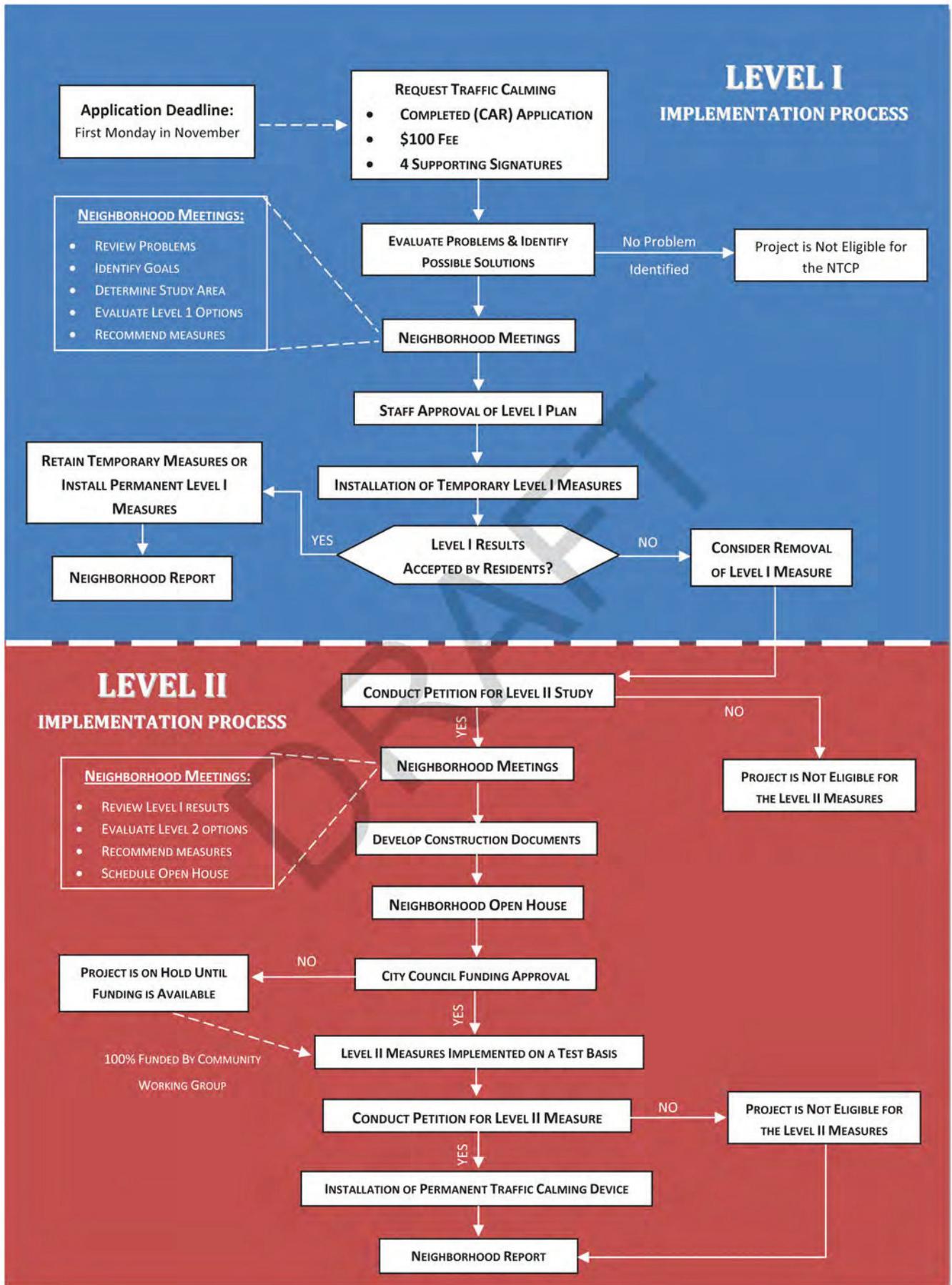


Figure 14



## Capital Facilities Plan

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As shown and discussed in Section 4, the City will need to construct new roads, widen existing transportation corridors, and make spot intersection improvements to provide future residents of the City with an adequate transportation system. A concept plan for future growth between the planning years of 2012-2040 is provided in [Figure 15](#).

## Transportation Needs as a Result of New Development

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The specific transportation needs resulting from short term future growth throughout the City are identified in [Table 7](#) and [Figure 15](#). [Table 7](#) will need to be regularly updated by the City as project scopes change and development occurs in the City. Individual projects were identified and costs estimates were compiled to produce a Transportation Improvement Plan (TIP) for the City. [Table 7](#) identifies the specific projects that will be necessary in the near future; however, only arterial and collector improvements were identified since any local roads would be required to be built as part of future development. All costs have not been adjusted for inflation and therefore represent 2015 costs. The cost estimates shown represent the costs of construction, right-of-way, and engineering. Impact fee eligible costs, as well as other potential funding sources, were identified for each project in the [Table 7](#). Roadways of regional significance were assumed to be built through help from other jurisdictions, such as UDOT and WFRC. Details for each project cost can be found in [Appendix G – Syracuse Cost Estimates](#).

[Table 7](#) includes all projects in the City through the year 2040. Actual development and transportation needs should provide the final decision on project timing. It is expected that the total cost of roadway improvements needed before 2040 will be approximately **\$89,500,000**, of which **\$34,340,000** will be the responsibility of the City and may be eligible for impact fee expenditure.





# Master Transportation Plan

Figure 15: 2040 Capital Facilities Plan

**Legend**

- Intersection
- Roundabout
- Traffic Signal

**Capital Facilities Plan**

- Capacity Improvement
- New Construction
- West Davis Corridor
- No Change
- Syracuse Boundary



**HORROCKS**  
ENGINEERS

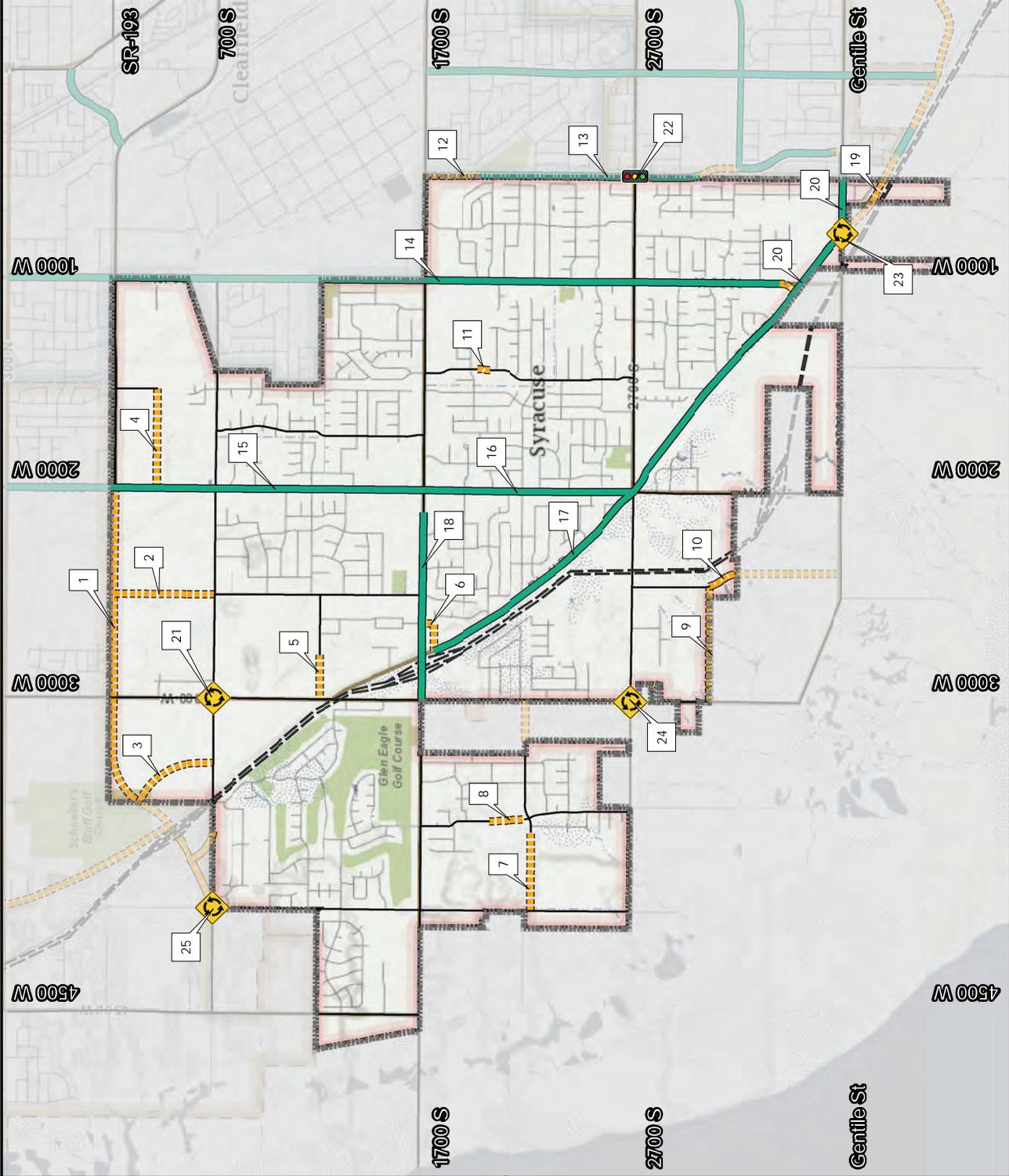




Table 7: Transportation Improvement Plan

| Transportation Improvement Program |                                                                          |              |                |                 |                     |
|------------------------------------|--------------------------------------------------------------------------|--------------|----------------|-----------------|---------------------|
| Project                            | Location                                                                 | Total Price  | Funding Source | Syracuse City % | Syracuse City Total |
| 1                                  | SR-193 Extension: 2000 West to 4000 West                                 | \$21,690,000 | UDOT           | 0%              | \$0                 |
| 2                                  | 2500 West Extension: 700 South to SR-193                                 | \$1,860,000  | City           | 8%              | \$160,000           |
| 3                                  | 3250 West: 700 South to SR-193                                           | \$1,260,000  | City           | 8%              | \$110,000           |
| 4                                  | 450 South: 1550 West to 2000 West                                        | \$2,660,000  | City           | 25%             | \$670,000           |
| 5                                  | 1200 South: Extension to 3000 West                                       | \$820,000    | City           | 8%              | \$70,000            |
| 6                                  | Bluff Street Re-Route due to West Davis Corridor (New Portion)           | \$2,230,000  | UDOT           | 0%              | \$0                 |
| 7                                  | 2200 South Extension: End of Existing to 4000 West                       | \$1,150,000  | City           | 8%              | \$100,000           |
| 8                                  | Doral Drive Connection: 2200 South to 2050 South                         | \$550,000    | City           | 8%              | \$50,000            |
| 9                                  | 3000 South: 3000 West to 2400 West (New Alignment)                       | \$1,650,000  | City           | 8%              | \$140,000           |
| 10                                 | 2400 West: 3000 South to City Boundary                                   | \$1,920,000  | City           | 8%              | \$160,000           |
| 11                                 | 1475 West Connection: 1950 South to 2050 South                           | \$190,000    | City           | 8%              | \$20,000            |
| 12                                 | 500 West (3700 West Layton) Extension to 1700 South (Syracuse Portion)   | \$1,030,000  | City/WFRC      | 8%              | \$80,000            |
| 13                                 | 500 West (3700 West Layton): 2000 South to 3000 South (Syracuse Portion) | \$4,880,000  | City           | 100%            | \$4,880,000         |
| 14                                 | 1000 West: SR-193 to Bluff Street (Syracuse Portion)                     | \$8,580,000  | City           | 100%            | \$8,580,000         |
| 15                                 | 2000 West: SR-193 to 1700 South                                          | \$9,340,000  | UDOT           | 0%              | \$0                 |
| 16                                 | 2000 West: 1700 South to 2700 South                                      | \$4,750,000  | City           | 100%            | \$4,750,000         |
| 17                                 | Bluff Street: 1770 South to 1000 West                                    | \$12,140,000 | City           | 100%            | \$12,140,000        |
| 18                                 | 1700 South: 3000 West to 2000 West                                       | \$5,410,000  | UDOT           | 0%              | \$0                 |
| 19                                 | Bluff Street: Connection to Layton Parkway                               | \$2,660,000  | City           | 25%             | \$670,000           |
| 20                                 | Bluff Street & Gentile Street: 1000 West to 500 West (3700 West Layton)  | \$4,230,000  | City/WFRC      | 8%              | \$340,000           |



| Transportation Improvement Program |                                           |                     |                |                 |                     |
|------------------------------------|-------------------------------------------|---------------------|----------------|-----------------|---------------------|
| Project                            | Location                                  | Total Price         | Funding Source | Syracuse City % | Syracuse City Total |
| 21                                 | Roundabout: 3000 West & 700 South         | \$380,000           | City           | 100%            | \$380,000           |
| 22                                 | Signal: 500 West & 2700 South             | \$270,000           | City           | 100%            | \$270,000           |
| 23                                 | Roundabout: Gentile Street & Bluff Street | \$380,000           | City           | 100%            | \$380,000           |
| 24                                 | Roundabout: 3000 West & 2700 South        | \$380,000           | City           | 100%            | \$380,000           |
| 25                                 | Roundabout: 4000 West & 700 South         | \$380,000           | City           | 100%            | \$380,000           |
| <b>Total</b>                       |                                           | <b>\$90,790,000</b> |                |                 | <b>\$34,710,000</b> |



# IMPACT FEE FACILITIES PLAN

## Introduction

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The purpose of an Impact Fee Facilities Plan (IFFP) is to identify public facilities that are needed to accommodate development and to determine which projects may be funded with impact fees. Utah law requires communities to prepare an IFFP prior to preparing an impact fee analysis and establishing an impact fee. According to Title 11, Chapter 35a-302 of the Utah Code, the IFFP is required to identify the following:

- ❖ *The existing level of service*
- ❖ *A proposed level of service*
- ❖ *Any excess capacity to accommodate future growth at the proposed level of service*
- ❖ *The demands placed on existing public facilities by new development*
- ❖ *A proposed means by which the local political subdivision will meet those demands*
- ❖ *A general consideration of all potential revenue sources to finance the impacts on system improvements*

This analysis incorporates the information provided in previous chapters regarding the upcoming demands on the existing infrastructure facilities that will require improvements to accommodate future growth and provide an acceptable LOS. Reference should be made to the previous chapters for additional information on the evaluation methodology and how the projections were made.

This section focuses on the improvements that are projected to be needed over the next ten years. Utah law requires that any impact fees collected for those improvements be spent within six years of being collected. Only capital improvements are included in this plan; all other maintenance and operation costs are assumed to be covered through the City's General Fund as tax revenues increase as a result of additional development.

## Existing Level of Service (11-36a-302.1.a.i)

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According to the Impact Fee Act, level of service is defined as "the defined performance standard or unit of demand for each capital component of a public facility within a service area." The LOS of a roadway segment or intersection is used to determine if capacity improvements are necessary. LOS is measured on a roadway segment using its daily traffic volume and at an intersection based on the average delay per vehicle. A standard of LOS C was chosen as the acceptable LOS for Syracuse City. This allows for speeds at or near free-flow speeds, but with less freedom to maneuver. At intersections, LOS C means that vehicles should not have to wait more than one cycle to proceed through the intersection and experience delays less than 35 seconds, according to the Highway Capacity Manual 2010. **Table 8** below summarizes the maximum capacities used by Syracuse City



**Table 8: LOS C Capacity Criteria in Vehicles per Day**

| Lanes | Arterial | Collector |
|-------|----------|-----------|
| 2     | NA       | 5,000     |
| 3     | 11,500   | 10,000    |
| 5     | 26,500   | NA        |
| 7     | 40,000   | NA        |

### Intersection Standards

The performance of intersections has a large effect on the level of service of the roadway network. Intersections can have no control, be stop controlled, signalized, roundabouts, or be controlled in another way. The level of service for each type of intersection is calculated in a different way. Intersection improvements will be necessary in order to maintain the desired level of service. Planning ahead, by coordinating the placement of signal wiring, foundations, and other features, with roadway construction before the placement of the actual traffic signals and other elements, is a way to mitigate the costs of these intersection improvements. The costs of these intersection improvements has been included in the roadway network cost estimates included in [Table 9](#). The total costs for the full installation of these intersection improvements may be postponed depending on the specific needs of the intersections in the future based on on-going analysis.

### Trips

The unit of demand for transportation impact is the pm peak hour trip. A pm peak hour trip is defined by the Institute of Transportation Engineers (ITE) as a single or one-directional vehicle movement to or from a site between the hours of 4pm and 6pm. The total traffic impact of a new development can be determined by the sum of the total number of trips generated by a development during the pm peak hour. This trip generation number or impact can be estimated for an individual development using the ITE Trip Generation Manual (currently 8<sup>th</sup> edition). This publication uses national data studied over decades to assist traffic engineering professionals to determine the likely impact of new development on transportation infrastructure.

There is a minor discrepancy in the way ITE calculates trips and the way trips or roadway volumes are calculated in the travel demand modelling used in the Syracuse TMP. This discrepancy is explained by the model roadway volumes and capacities being calculated using daily traffic volumes rather than trips on the roadway. Essentially this means that a travel demand model “trip” or unit of volume is counted once as a vehicles leaves home, travels on the road network and then arrives at work. This vehicles will only be counted as it travels on the roadway network. The ITE Trip Generation method uses driveway counts as its measure of a trip. Therefore a vehicle making the same journey will be counted once as it leaves home and once again as it arrives at work for a total of 2 trips. This can be rectified simply by adjusting the ITE Trip Generation rates by one half.

An additional consideration is that certain types of developments do not generate primary trips or trips that originated for the sole purpose of visiting that development. An example of a primary trip is a home based work trip where someone leaves their house with the express purpose of going to work. This primary trip has been generated by a combination of the home the trip originated in and the place of occupation where the trip terminated. Thus it is easily understood that the impact of this trip should be



attributed to the housing development and workplace development, without either of these locations, the trip doesn't happen. Some trips are not primary trips, they are defined as pass-by trips. This essentially means that the trip (crossing the driveway of a development) was generated by a driver deciding to make a stop on their way to their primary destination. Good examples of pass-by trips are someone that stops at the gas station on their way to work (gas station is a pass-by trip) or a driver that is enticed to stop at a fast food restaurant as they drive by because the HOT DONUTS sign is illuminated (the fast food restaurant is a pass-by trip). Pass-by trips do not add traffic to the roadway and therefore do not create additional impact. Each land use type in the ITE Trip Generation Manual has a suggested reduction for pass-by trips where applicable. In each case, the trip reduction rate has been applied to the trip generation rate used in this IFFP.

### System Improvements and Project Improvements

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As described in the TMP, there are four primary classifications of roads, including local streets, collectors, arterials, and freeways/expressways. Syracuse City classifies street facilities based on the relative amounts of through and land-access service they provide. Local streets primarily serve land-access functions, while freeways and expressways are primarily meant for mobility. Each classification may have a variable amount of lanes, which is a function of the expected traffic volume and serves as the greatest measure of roadway capacity.

Improvements to collectors and arterials are considered "system improvements" according to the Utah Impact Fee Law, as these streets serve users from multiple developments. System improvements include anything from back of curb to back of curb, including gutter and curb, asphalt, road base, and sub-surface storm water drain utilities, as well as lighting, signing, and noise walls for collectors and arterials. These projects are eligible to be funded with impact fees and are included in this IFFP.

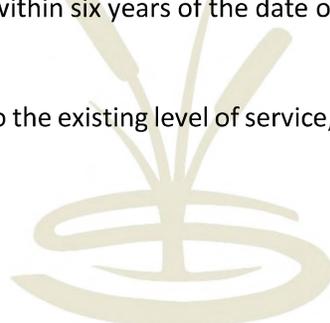
### Proposed Level of Service (11-36a-302.1.a.ii)

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The proposed level of service provides a standard for future roadway conditions to be evaluated against. This standard will determine whether or not a roadway will need improvements or not. According to the Utah Impact Fee Law, the proposed level of service may:

1. Diminish or equal the existing level of service
2. Exceed the existing level of service if, independent of the use of impact fees, the political subdivision or private entity provides, implements, and maintains the means to increase the existing level of service for existing demand within six years of the date on which new growth is charged for the proposed level of service; or
3. Establish a new public facility if, independent of the use of impact fees, the political subdivision or private entity provides, implements, and maintains the means to increase the existing level of service for existing demand within six years of the date on which new growth is charged for the proposed level of service.

This IFFP will not make any changes to the existing level of service, and LOS C will be the standard by which future growth will be evaluated.





### Existing Capacity to Accommodate Future Growth (11-36a-302.1.a.iii)

An important element of the IFFP is the determination of excess capacity on the roadway network. Excess capacity is defined as the amount of available capacity on any given street in the roadway network under existing conditions. This capacity is available for new development in the city before additional infrastructure will be needed. This represents a buy-in component from the City as the existing residents/property owners/developers have already paid for these improvements. New roads obviously do not have any excess capacity and roads which are not under City jurisdiction have their capacity information removed from the calculations. Excess capacity calculations for each of the future projects is shown in [Table 9](#).

**Table 9: Excess Capacity Calculations**

| Project | Location                                                                | Existing Capacity | Existing Volume | Excess Capacity | Excess Capacity % |
|---------|-------------------------------------------------------------------------|-------------------|-----------------|-----------------|-------------------|
| 1       | SR-193 Extension: 2000 West to 4000 West                                | NA                | NA              | NA              | NA                |
| 2       | 2500 West Extension: 700 South to SR-193                                | NA                | NA              | NA              | NA                |
| 4       | 450 South: 1550 West to 2000 West                                       | NA                | NA              | NA              | NA                |
| 5       | 1200 South: Extension to 3000 West                                      | NA                | NA              | NA              | NA                |
| 6       | Bluff Street Re-Route due to West Davis Corridor (New Portion)          | NA                | NA              | NA              | NA                |
| 12      | 500 West (3700 West Layton) Extension to 1700 South (Syracuse Portion)  | NA                | NA              | NA              | NA                |
| 14      | 1000 West: SR-193 to Bluff Street (Syracuse Portion)                    | 10,000            | 7,600           | 2,400           | 24%               |
| 15      | 2000 West: SR-193 to 1700 South                                         | NA                | NA              | NA              | NA                |
| 16      | 2000 West: 1700 South to 2700 South                                     | 10,000            | 8,300           | 1,700           | 17%               |
| 19      | 1700 South: 3000 West to 2000 West                                      | NA                | NA              | NA              | NA                |
| 20      | Bluff Street & Gentile Street: 1000 West to 500 West (3700 West Layton) | 10,000            | 5,800           | 4,200           | 42%               |
| 21      | Roundabout: 3000 West & 700 South                                       | NA                | NA              | NA              | NA                |

### Demands Placed on Facilities by New Development (11-36a-302.1.a.iv)

To meet the requirements of the Utah Impact Fee law to “identify demands placed upon existing public facilities by new development activity at the proposed level of service” and “identify the means by which the political subdivision or private entity will meet those growth demands”, the following steps were completed:



1. **Existing Demand-** The traffic demand at the present time was estimated using traffic counts and population data.
2. **Existing Capacity-** The capacity of the current roadway network was estimated using the calculated LOS.
3. **Existing Deficiencies-** The deficiencies in the current network were identified by comparing the LOS of the roadways to the LOS standard.
4. **Future Demand-** The future demand on the network was estimated using development projections.
5. **Future Deficiencies-** The deficiencies in the future network were identified by comparing the calculated future LOS with the LOS standard.
6. **Recommended Improvements-** Recommendations that will help meet future demands were made.

These steps were the basis for the TMP and are detailed in the report.

### Conversions of Growth and Development Projections to Trip Generations

The basis of the future travel demand was projected using the Wasatch Front Regional Councils Travel Demand Model. The inputs to the model consist of socio-economic and land use data provided by WFRC and the City. The outputs from the model include peak hour trips and daily traffic volumes on each of the roadways in the network.

### Infrastructure Required to Meet Demands of New Development (11-36a-302.1.a.v)

#### 10-Year Improvement Plan

The projects required to maintain the desired level of service for the roadway network in 2040 were outlined in the TMP. These projects will need to be constructed at various times from the present through 2040. However, for the purposes of this IFFP, only projects that will be completed within the next ten years will be considered. **Table 10** shows the projects that are forecasted to be needed in the next ten years. This table includes all of the projects regardless of their eligibility for impact fee expenditure. The portion of the project, which is impact fee eligible is indicated in the **Syracuse City %** and **Syracuse City Total** columns. **Figure 16** shows the projects needed between now and 2025 to meet the demands placed on the roadway network by new development.

#### Project Cost Attributable to Future Growth

**Table 10** shows the project costs attributable to new growth as a percentage of the total project costs as defined in the previous section. Each project in **Table 10** exists due to future growth but the cost that should be shared by new development through the assessment of impact fees varies depending on the owner of the road, the funding available, and the roadway classification. Where the project is likely to be completed using WFRC funding, the Syracuse City impact fee eligible portion of the project is only the amount of money the City will need to find as their required “matching funds”, in this case, 8% of the total project cost. UDOT projects will be funded entirely with state funds and are therefore not eligible for impact fee expenditure. Road widening projects are considered 100% impact fee eligible as any work on these roads will only be needed as volumes increase as a result of new development. New, city owned roads are variable depending on the road classification. The cost attributable to new growth and potentially impact fee eligible is defined as the portion of the roadway cross section in excess of the standards for a local road. This is based on the premise that a local road cross section serves the needs

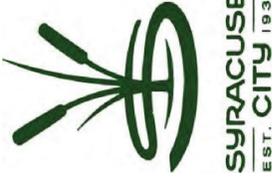


of the localized development which directly access the new road. This portion will be paid for by the individual development, which accesses the new road. Any improvements beyond the local street cross section would be considered a capacity improvement for the entire city as a whole and is therefore impact fee eligible. The City responsibility cost for each new road is determined as the percentage of the total project cost beyond a local street classification. For example, a Collector street is 8% more costly than a local street so the City responsible (impact fee eligible) portion of a new Collector is 8%.

**Table 10: Impact Fee Facilities Plan 2015-2025**

| Project | Location                                                                | Total Price         | Funding Source | Syracuse City % | Syracuse City Total |
|---------|-------------------------------------------------------------------------|---------------------|----------------|-----------------|---------------------|
| 1       | SR-193 Extension: 2000 West to 4000 West                                | \$21,690,000        | UDOT           | 0%              | \$0                 |
| 2       | 2500 West Extension: 700 South to SR-193                                | \$1,860,000         | City           | 8%              | \$160,000           |
| 4       | 450 South: 1550 West to 2000 West                                       | \$2,660,000         | City           | 25%             | \$670,000           |
| 5       | 1200 South: Extension to 3000 West                                      | \$820,000           | City           | 8%              | \$70,000            |
| 6       | Bluff Street Re-Route due to West Davis Corridor (New Portion)          | \$2,230,000         | UDOT           | 0%              | \$0                 |
| 12      | 500 West (3700 West Layton) Extension to 1700 South (Syracuse Portion)  | \$1,030,000         | City/WFRC      | 8%              | \$80,000            |
| 14      | 1000 West: SR-193 to Bluff Street (Syracuse Portion)                    | \$8,580,000         | City           | 100%            | \$8,580,000         |
| 15      | 2000 West: SR-193 to 1700 South                                         | \$9,340,000         | UDOT           | 0%              | \$0                 |
| 16      | 2000 West: 1700 South to 2700 South                                     | \$4,750,000         | City           | 100%            | \$4,750,000         |
| 19      | 1700 South: 3000 West to 2000 West                                      | \$5,410,000         | UDOT           | 0%              | \$0                 |
| 20      | Bluff Street & Gentile Street: 1000 West to 500 West (3700 West Layton) | \$4,230,000         | City/WFRC      | 8%              | \$340,000           |
| 21      | Roundabout: 3000 West & 700 South                                       | \$380,000           | City           | 100%            | \$380,000           |
|         | <b>Total</b>                                                            | <b>\$62,980,000</b> |                |                 | <b>\$15,030,000</b> |

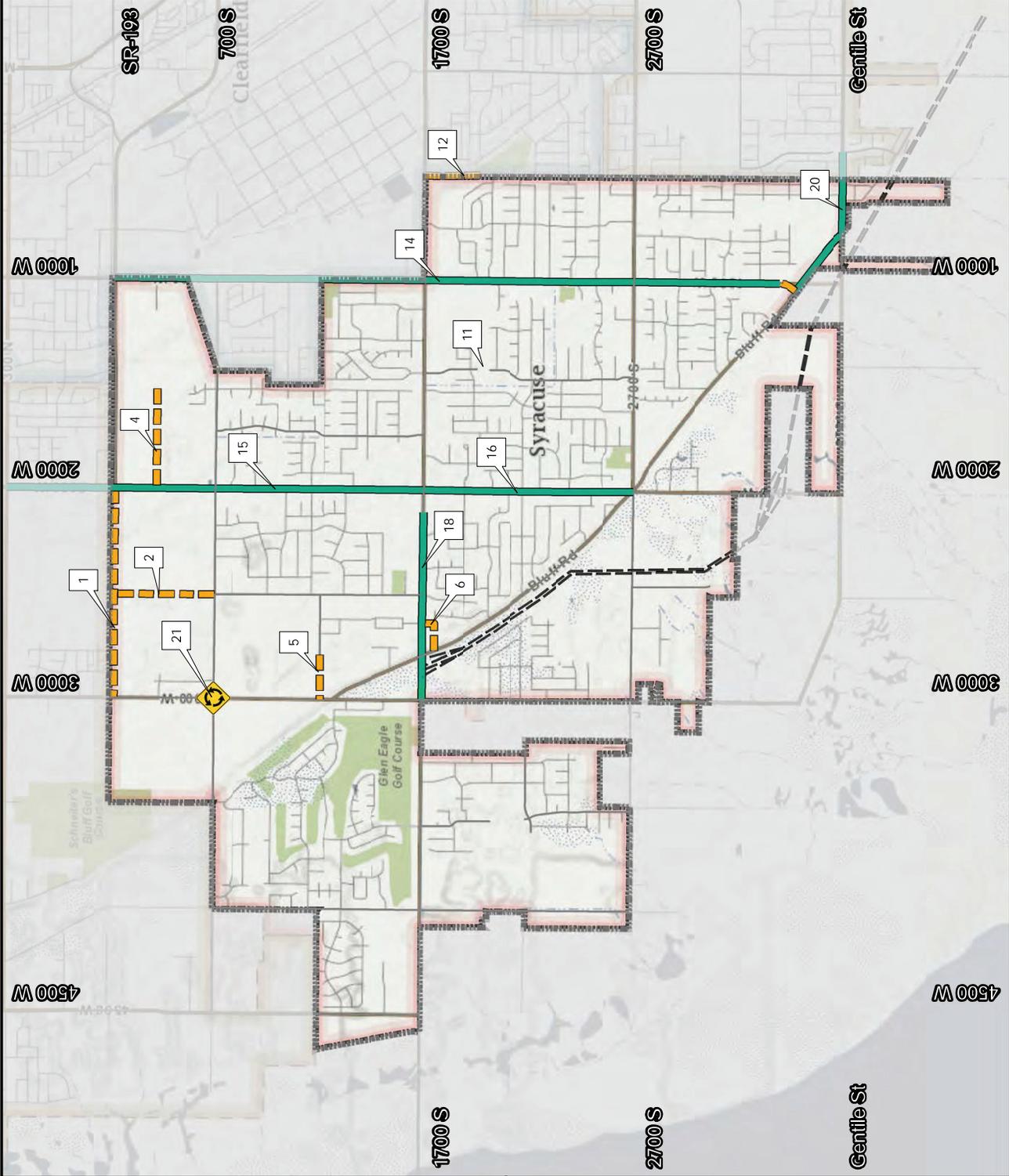




# Master Transportation Plan

Figure 16: 2025 Capital Facilities Plan

| Legend               |  |
|----------------------|--|
| Intersection         |  |
| Roundabout           |  |
| Build Status         |  |
| Capacity Improvement |  |
| New Construction     |  |
| West Davis Corridor  |  |
| No Change            |  |
| Syracuse Boundary    |  |





## Project Cost Attributable to 10-Year Growth

Using the travel demand model mentioned in previous chapters it is possible to estimate the number of PM trips originating or terminating in Syracuse for the existing and future conditions. The difference between the future PM trips and the existing PM trips (the number of new trips in the City) becomes the denominator in the equation used to calculate the impact fee cost per PM peak hour trip for new development. The City of Syracuse currently generates approximately 26,300 one-way PM peak hour trips. In 2040 this number is expected to increase to 41,100, an increase of 56%. The projected 2025 PM peak hour trip number for Syracuse City is 34,300, a 30% increase on today's value.

Another important consideration is the amount of excess capacity remaining in 2025. The projects recommended in the TMP are designed to serve demand through the year 2040. This provides the City the most efficient and cost effective way to meet the demands in the future. The other side to this long term planning is that some of the roads may be under capacity in 2025. It would be unreasonable to force development between now and 2025 to bear the entire burden of the cost of projects which will serve the demand of development up through 2040. Therefore the remaining capacity in 2040 must be considered in the impact fee calculation. This is the cost proportion attributable to growth in the next 10 years. It is the City's responsibility to ensure that future development pays impact fees to cover the buy-in cost of projects built in the next 10 years that will last through 2040. [Table 11](#) shows the future capacity calculations for each of the eligible projects. UDOT funded projects, although shown in the table, are not eligible for impact fees so their values are shown as NA.

The last consideration discussed is the percent pass through traffic. Pass through traffic includes vehicles trips on the street network which do not begin or end that vehicle trip within Syracuse. Although these vehicles impact the roadway network, they are removed from the impact fee calculation since the developments within the city did not generate the vehicle trip. [Table 11](#) includes the percentage of the 2025 volume that is considered pass through traffic.



**Table 11: Future Capacity Calculations**

| Project | Location                                                                | 2025 Capacity | 2025 Volume | Excess Capacity | Excess Capacity % | % Pass Through Traffic |
|---------|-------------------------------------------------------------------------|---------------|-------------|-----------------|-------------------|------------------------|
| 1       | SR-193 Extension: 2000 West to 4000 West                                | NA            | NA          | NA              | NA                | NA                     |
| 2       | 2500 West Extension: 700 South to SR-193                                | 5,000         | 1,600       | 3,400           | 68%               | 6%                     |
| 4       | 450 South: 1550 West to 2000 West                                       | 11,500        | 3,300       | 8,200           | 71%               | 5%                     |
| 5       | 1200 South: Extension to 3000 West                                      | 5,000         | 2,200       | 2,800           | 56%               | 11%                    |
| 6       | Bluff Street Re-Route due to West Davis Corridor (New Portion)          | NA            | NA          | NA              | NA                | NA                     |
| 12      | 500 West (3700 West Layton) Extension to 1700 South (Syracuse Portion)  | 11,500        | 5,600       | 5,900           | 51%               | 6%                     |
| 14      | 1000 West: SR-193 to Bluff Street (Syracuse Portion)                    | 11,500        | 9,100       | 2,400           | 21%               | 24%                    |
| 15      | 2000 West: SR-193 to 1700 South                                         | NA            | NA          | NA              | NA                | NA                     |
| 16      | 2000 West: 1700 South to 2700 South                                     | 11,500        | 9,400       | 2,100           | 18%               | 18%                    |
| 19      | 1700 South: 3000 West to 2000 West                                      | NA            | NA          | NA              | NA                | NA                     |
| 20      | Bluff Street & Gentile Street: 1000 West to 500 West (3700 West Layton) | 11,500        | 2,600       | 8,900           | 77%               | 27%                    |
| 21      | Roundabout: 3000 West & 700 South                                       | NA            | NA          | NA              | NA                | NA                     |

### Proposed Means to Meet Demands of New Development (11-36a-302.2)

All possible revenue sources have been considered as a means of financing transportation capital improvements needed as a result of new growth. This section discusses the potential revenue sources that could be used to fund transportation needs as a result of new development.

Transportation routes often span multiple jurisdictions and provide regional significance to the transportation network. As a result, other government jurisdictions or agencies often help pay for such regional benefits. Those jurisdictions and agencies could include the Federal Government, the State Government or UDOT, or WFRC. The City will need to continue to partner and work with these other jurisdictions to ensure the adequate funds are available for the specific improvements necessary to maintain an acceptable LOS. The City will also need to partner with adjacent communities to ensure corridor continuity across jurisdictional boundaries (i.e., arterials connect with arterials; collectors connect with collectors, etc.).



Funding sources for transportation are essential if Syracuse City recommended improvements are to be built. The following paragraphs further describe the various transportation funding sources available to the City.

### Federal Funding

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Federal monies are available to cities and counties through the federal-aid program. UDOT administers the funds. In order to be eligible, a project must be listed on the five-year Statewide Transportation Improvement Program (STIP).

The Surface Transportation Program (STP) funds projects for any roadway with a functional classification of a collector street or higher as established on the Functional Classification Map. STP funds can be used for both rehabilitation and new construction. The Joint Highway Committee programs a portion of the STP funds for projects around the state in urban areas. Another portion of the STP funds can be used for projects in any area of the state at the discretion of the State Transportation Commission. Transportation Enhancement funds are allocated based on a competitive application process. The Transportation Enhancement Committee reviews the applications and then a portion of the application is passed to the State Transportation Commission. Transportation enhancements include 12 categories ranging from historic preservation, bicycle and pedestrian facilities and water runoff mitigation. Other federal and state trail funds are available from the Utah State Parks and Recreation Program.

WFRC accepts applications for federal funds through local and regional government jurisdictions. The WFRC Technical Advisory and Regional Planning committees select projects for funding annually. The selected projects form the Transportation Improvement Program (TIP). In order to receive funding, projects should include one or more of the following aspects:

- ❖ *Congestion Relief* – spot improvement projects intended to improve Levels of Service and/or reduce average delay along those corridors identified in the Regional Transportation Plan as high congestion areas
- ❖ *Mode Choice* – projects improving the diversity and/or usefulness of travel modes other than single occupant vehicles
- ❖ *Air Quality Improvements* – projects showing demonstrable air quality benefits
- ❖ *Safety* – improvements to vehicular, pedestrian, and bicyclist safety

### State/County Funding

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The distribution of State Class B and C Program monies is established by State Legislation and is administered by the State Department of Transportation. Revenues for the program are derived from State fuel taxes, registration fees, driver license fees, inspection fees, and transportation permits. Seventy-five percent of these funds are kept by UDOT for their construction and maintenance programs. The rest is made available to counties and cities. As many of the roads in Syracuse fall under UDOT jurisdiction, it is in the interests of the City that staff is aware of the procedures used by UDOT to allocate those funds and to be active in requesting the funds be made available for UDOT owned roadways in the City.

Class B and C funds are allocated to each city and county by a formula based on population, centerline miles, and land area. Class B funds are given to counties, and Class C funds are given to cities and towns. Class B and C funds can be used for maintenance and construction projects; however, thirty percent of



those funds must be used for construction or maintenance projects that exceed \$40,000. The remainder of these funds can be used for matching federal funds or to pay the principal, interest, premiums, and reserves for issued bonds.

In 2005 the state senate passed a bill providing for the advance acquisition of right-of-way for highways of regional significance. This bill would enable cities in the county to better plan for future transportation needs by acquiring property to be used as future right-of-way before it is fully developed and becomes extremely difficult to acquire. UDOT holds on account the revenue generated by the local corridor preservation fund but the county is responsible to program and control monies. In order to qualify for preservation funds, the City must comply with the Corridor Preservation Process found at the following link [www.udot.utah.gov/public/ucon](http://www.udot.utah.gov/public/ucon) and also provided in the appendix of this report. Currently, Syracuse City uses Class C funding for their transportation projects.

### City Funding

Some cities utilize general fund revenues for their transportation programs. Another option for transportation funding is the creation of special improvement districts. These districts are organized for the purpose of funding a single specific project that benefits an identifiable group of properties. Another source of funding used by cities includes revenue bonding for projects intended to benefit the entire community.

Private interests often provide resources for transportation improvements. Developers construct the local streets within subdivisions and often dedicate right-of-way and participate in the construction of collector/arterial streets adjacent to their developments. Developers can also be considered a possible source of funds for projects through the use of impact fees. These fees are assessed as a result of the impacts a particular development will have on the surrounding roadway system, such as the need for traffic signals or street widening.

General fund revenues are typically reserved for operation and maintenance purposes as they relate to transportation. However, general funds could be used if available to fund the expansion or introduction of specific services. The City of Syracuse currently uses Class C funding for their transportation improvements. Providing a line item in the City budgeted general funds to address roadway improvements, which are not impact fee eligible is a recommended practice to fund transportation projects should other funding options fall short of the needed amount.

General obligation bonds are debt paid for or backed by the City's taxing power. In general, facilities paid for through this revenue stream are in high demand amongst the community. Typically, general obligation bonds are not used to fund facilities that are needed as a result of new growth because existing residents would be paying for the impacts of new growth. As a result, general obligation bonds are not considered a fair means of financing future facilities needed as a result of new growth.

Certain areas might require different needs or methods of funding other than traditional revenue sources. A Special Assessment Area (SAA) can be created for infrastructure needs that benefit or encompass specific areas of the City. Creation of the SAA may be initiated by the municipality by a resolution declaring the public health, convenience, and necessity requiring the creation of a SAA. The boundaries and services provided by the district must be specified and a public hearing held prior to creation of the SAA. Once the SAA is created, funding can be obtained from tax levies, bonds, and fees when approved by the majority



of the qualified electors of the SAA. These funding mechanisms allow the costs to be spread out over time. Through the SAA, tax levies and bonding can apply to specific areas in the City needing to benefit from the improvements.

### Interfund Loans

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Since infrastructure must generally be built ahead of growth, it must sometimes be funded before expected impact fees are collected. Bonds are the solution to this problem in some cases. In other cases, funds from existing user rate revenue will be loaned to the impact fee fund to complete initial construction of the project. As impact fees are received, they will be reimbursed. Consideration of these loans will be included in the impact fee analysis and should be considered in subsequent accounting of impact fee expenditures.

### Developer Dedications and Exactions

---

Developer dedications and exactions can both be credited against the developer's impact fee analysis. If the value of the developer dedications and/or exactions are less than the developer's impact fee liability, the developer will owe the balance of the liability to the city. If the dedications and/or exactions of the developer are greater than the impact fee liability, the city must reimburse the developer the difference.

### Developer Impact Fees

---

Impact fees are a way for a community to obtain funds to assist in the construction of infrastructure improvements resulting from and needed to serve new growth. The premise behind impact fees is that if no new development occurred, the existing infrastructure would be adequate. Therefore, new developments should pay for the portion of required improvements that result from new growth. Impact fees are assessed for many types of infrastructures and facilities that are provided by a community, such as roadway facilities. According to state law, impact fees can only be used to fund growth related system improvements.

### Necessity of Improvements to Maintain Level of Service

---

According to State statute, impact fees must only be used to fund projects that will serve needs caused by future development. They are not to be used to address present deficiencies. Only projects that address future needs are included in this IFFP. This ensures a fair fee since developers will not be expected to address present deficiencies.

### Impact Fee Certification (11-36a-306)

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According to state law, this report has been prepared in accordance with Utah Code Title 11 Chapter 36 titled "Impact Fees Act". This report relies upon the planning, engineering, land use and other source data provided by the City and their designees and all results and projections are founded upon this information.

In accordance with Utah Code Annotate, 11-36a-306(1), Horrocks Engineers, certifies that this impact fee facilities plan:

1. Includes only the cost of public facilities that are:
  - a. Allowed under the Impact Fees Act; and
  - b. Actually incurred; or
  - c. Are projected to be incurred or encumbered within six years of the day on which each impact fee is paid;



2. Does not include:
  - a. Costs of operation and maintenance of public facilities
  - b. Cost of qualifying public facilities that will raise the level of service for the facilities, through impact fees, above the level of service supported by existing residents;
  - c. An expense for overhead, unless the expense is calculated pursuant to a methodology that is consistent with generally accepted cost accounting practices and the methodological standards set forth by the federal Office of Management and Budget for federal grant reimbursement; and
3. Complies in each and every relevant respect with the Impact Fees Act.

This certification is made with the following limitations:

1. All of the recommendations for implementing this IFFP of IFA are followed in their entirety by the City.
2. If any portion of the IFFP is modified or amended in any way, this certification is no longer valid.
3. All information presented and used in the creation of this IFFP is assumed to be complete and correct, including any information received from the City or other outside sources.

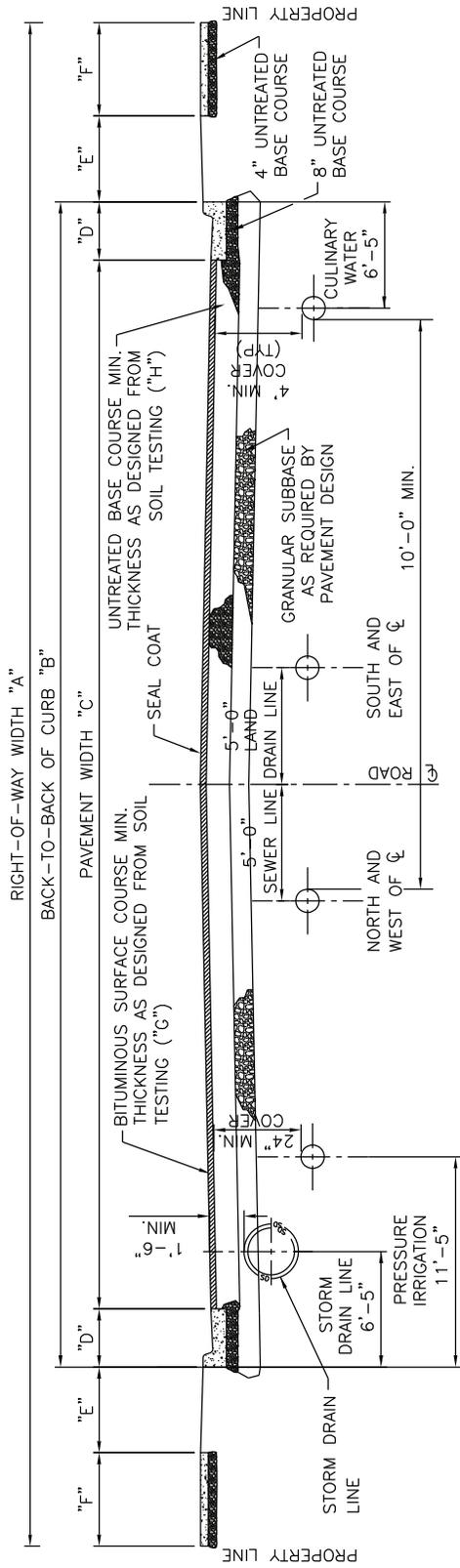


# APPENDIX A – SYRACUSE CITY STANDARD DRAWINGS



55

**SYRACUSE**  
EST. CITY 1935



- NOTES:**
1. TOP BACK OF CURB ON BOTH SIDES OF ROAD TO BE SAME ELEVATIONS.
  2. THE CITY ENGINEER SHALL VERIFY PAVEMENT DESIGN PRESCRIBED BY SOILS REPORT (SEE SPECIFICATIONS).
  3. COMMERCIAL AND INDUSTRIAL STREET SECTIONS ARE DETERMINED BASED ON A TRAFFIC ANALYSIS FOR THE PARTICULAR USE.
  4. VARIATIONS IN TYPICAL STREET DIMENSIONS MAY BE CONSIDERED BY THE CITY WHERE PHYSICAL CONSTRAINTS OF THE NATURAL LAND OR CREATING ENHANCEMENTS WOULD PREVENT THE ABILITY TO FOLLOW ESTABLISHED DIMENSIONS.

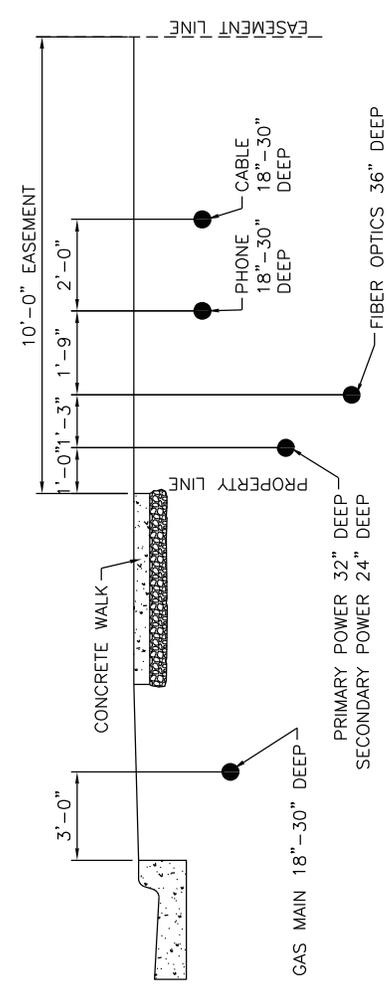
**TYPICAL STREET DIMENSIONS**

| STREET DESIGNATION | "A" | "B" | "C" | "D"  | "E"    | "F"   | "G"    | "H"    |
|--------------------|-----|-----|-----|------|--------|-------|--------|--------|
| ARTERIAL           | 110 | 91' | 86' | 2.5' | *3.0'  | *4.0' | NOTE 2 | NOTE 2 |
| MINOR ARTERIAL     | 84' | 66' | 61' | 2.5' | *5.0'  | 4.0'  | NOTE 2 | NOTE 2 |
| COLLECTOR          | 66' | 50' | 45' | 2.5' | *4.0'  | 4.0'  | NOTE 2 | NOTE 2 |
| LOCAL              | 60' | 40' | 35' | 2.5' | *6.0'  | 4.0'  | *3"    | *10"   |
| LOW VOLUME LOCAL   | 60' | 30' | 25' | 2.5' | *11.0' | 4.0'  | *3"    | *10"   |

\*MINIMUM REQUIREMENT

**1 STANDARD STREET SECTION**

SCALE: NOT TO SCALE



**A UTILITY EASEMENT SECTION**

SCALE: NOT TO SCALE

LOW VOLUME LOCAL STREET DESIGN MAY ONLY BE USED WHEN THE FOLLOWING CRITERIA IS SATISFIED:

1. TRAFFIC VOLUME IS 400 VEHICLES PER DAY OR LESS.
2. PARKING IS PROHIBITED ON THE STREET. OFF STREET PARKING DEMANDS MUST BE SATISFIED.

TYPICAL SURFACE TREATMENT APPLICATIONS

- HIGH DENSITY MINERAL BOND SEAL: PARKING LOT, PAVED TRAIL, LOW VOLUME LOCAL, LOCAL STREET
- CHIP & FOG: COLLECTOR, ARTERIAL

**STATEMENT OF USE**

THIS DOCUMENT AND ANY ILLUSTRATIONS HEREON ARE PROVIDED AS STANDARD CONSTRUCTION DETAILS WITHIN SYRACUSE CITY. DEVIATION FROM THIS DOCUMENT REQUIRES APPROVAL OF SYRACUSE CITY. SYRACUSE CITY CORPORATION CAN NOT BE HELD LIABLE FOR MISUSE OR CHANGES REGARDING THIS DOCUMENT.

|     |                                                   |    |      |         |
|-----|---------------------------------------------------|----|------|---------|
| 1   | DELETED MAJOR COLLECTOR/CHANGED UTILITY LOCATIONS | BB | RCW  | 2/11/14 |
| NO. | REVISION DESCRIPTION                              | BY | APR. | DATE    |

CAD FILE:  
SYRACUSE CITY STANDARDS  
DRAWN BY: BB  
DESIGN BY: BB  
CHECKED BY: RCW  
LAST UPDATED: 2/11/2014  
DATE ADOPTED: 2/11/2014



# APPENDIX B – LAYTON PARKWAY CONNECTION AGREEMENT



57

SYRACUSE  
EST. CITY 1935

SCANNED

R 03-10

JAN 05 2005

RESOLUTION 03-10

**RESOLUTION TO ENTER INTO AN INTERLOCAL AGREEMENT BETWEEN LAYTON CITY AND SYRACUSE CITY FOR THE COOPERATIVE DEVELOPMENT OF STREETS TO PROPERTIES ADJACENT TO THE COMMON BOUNDARY OF THE TWO CITIES**

**WHEREAS**, the City of Layton and the City of Syracuse have developments near their common boundaries which necessitates a cooperative effort in developing the streets in that area; and

**WHEREAS**, both cities desire to cooperate together to provide streets to benefit both cities; and

**WHEREAS**, this interlocal agreement will be mutually beneficial.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LAYTON, UTAH:**

Section I: The Agreement which is attached hereto and made a part hereof by this reference, is approved in its entirety.

Section II: This resolution will become effective immediately upon the adoption of the Agreement by each of the governing bodies of the municipalities.

Section III: The Mayor is hereby authorized to execute this Interlocal Agreement

**PASSED AND ADOPTED** by the City Council of Layton, Utah this **20th day of February, 2003**.

ATTEST:



  
\_\_\_\_\_  
JERRY STEVENSON, Mayor

  
\_\_\_\_\_  
STEVEN M. ASHBY, City Recorder

R 03-10

SCANNED

JAN 05 2005

INTERLOCAL COOPERATION  
AGREEMENT

This agreement is entered into this 20<sup>th</sup> day of February, 200~~7~~<sup>3</sup>, by and between Layton City, a Utah municipal corporation, hereinafter referred to as "Layton" and Syracuse City, a Utah municipal corporation, hereinafter referred to as "Syracuse".

WHEREAS, Layton and Syracuse share common boundaries; and

WHEREAS, It is mutually beneficial to Layton and Syracuse to have a cooperative effort in developing a street system that is properly connected to accommodate the flow of vehicular and pedestrian traffic; and

WHEREAS, Layton and Syracuse are desirous of cooperating in funding the construction and long term maintenance of street facilities that are near the common boundary of the two cities; and

WHEREAS, The long-range street programming for both cities requires the development of arterial streets that will require the construction of those streets to be primarily within the boundaries of Layton City; and

WHEREAS, pursuant to the authority and provisions of the Interlocal Cooperation Act, Title 11, Chapter 13 of the Utah Code Annotated, Layton City and Syracuse City are willing to cooperate in planning for, and constructing a street system, and equitably provide for the maintenance and oversight of the improvements within the streets right-of-way.

NOW, THEREFORE, in an effort to provide an efficient, economical, and coordinated street system for both Layton and Syracuse; to enjoy the mutual benefit of a coordinated street system, and for other good and valuable consideration, the parties agree as follows:

1. **Street Plan.** The map noted as "Exhibit A" shall represent the agreed upon mutual major street system for Layton and Syracuse. The map is attached to, and is made a part of this agreement.
2. **Layton City Undertakings.** Layton will be responsible to extend West Hillfield Road to the common boundary of the two cities. The right-of-way width shall be 84 feet with the street being constructed to the Layton City standards for that width of street. Said extension will be done at the full expense of Layton. Layton will make appropriate efforts as agreed upon by the city engineers of both cities to capture storm water generated in Layton prior to that water entering into Syracuse. Layton will be fully responsible for the maintenance of West Hillfield Road to the Syracuse boundary.
3. **Syracuse City Undertakings.** Syracuse will be responsible to extend Bluff Road from its present terminus at Gentile Street, southeasterly along the projected right-of-way of Legacy Parkway to a future intersection with 3700/500 West. (on the Layton and Syracuse grids respectively). Said extension will be at the full expense of Syracuse and shall be at an 84 foot width and built to Layton City standards for that width of street. Syracuse will be fully responsible for the maintenance of this portion of the Bluff Road extended. The width of this roadway may be modified if the street

is incorporated as a frontage road commensurate with Legacy Parkway as agreed upon by the Layton, Syracuse, and Utah Department of Transportation engineers.

4. **Joint Undertakings.** Layton and Syracuse will equally participate in the extension of 3700/500 West from the existing terminus at approximately 750 North (on the Layton grid) southerly to its intersection with the Bluff Road extended. The alignment will be moved to the east to a corridor that is currently free of any structures. This necessitates placing the entire street within Layton. However, Syracuse agrees to participate on an equal basis in the construction and maintenance of that facility. Layton will preserve the appropriate right-of-way and may require new development adjacent to the street to pay a proportionate share of the street costs. Either Layton or Syracuse may use this right-of-way to place utilities such as culinary water, sanitary sewer, storm drainage, secondary water, etc. at each city's own expense unless joint use of the facilities is deemed to be advantageous to both cities by the city engineers. If this roadway is incorporated as a frontage road for the Legacy Parkway, the Utah Department of Transportation may also place utilities as necessary.

Layton and Syracuse will equally participate in the extension of 500 West (Clearfield/Syracuse grid) from its terminus at the south line of Melanie Acres Subdivision. Sixty-six feet of an 84 foot right-of-way will be developed within Layton City and Syracuse will require the additional eighteen (18) feet of right-of-way on the west side of the common city boundary. Layton and Syracuse may require adjacent land developers to construct a proportionate share of the street. Layton and Syracuse will participate equally in the maintenance of this section of street. Syracuse will be solely responsible for any costs associated with the widening of the street in the area already constructed at a 66 foot width, to the north of the south boundary of Melanie Acres Subdivision.

Layton and Syracuse will equally participate in the extension of Bluff Road southeasterly from the future intersection of Bluff Road and 3700 West, along the projected Legacy Parkway alignment, to 2700 West (on the Layton grid). Layton and Syracuse will equally participate in the maintenance of this section of roadway. Said extension shall be 84 feet in width, built to Layton City standards except that this standard may be modified if the street is incorporated as a frontage road commensurate with Legacy Parkway. Any deviation from the 84 foot width shall be agreed upon by the Layton, Syracuse, and Utah Department of Transportation engineers. Layton may place utilities within the right-of-way at Layton's expense. The Utah Department of Transportation may place utilities in the right-of-way if it is incorporated into Legacy Parkway as a frontage road.

All streets noted in this section shall be permanent right-of-ways and no part of these streets shall be abandoned or vacated by one city without the written permission of the other city.

All of the streets noted shall be classified as arterial streets and neither city shall allow single family lots to front directly on the streets or have any driveway access.

5. **Administration of Agreement.** The administration of this Agreement shall be by the Cities' respective City Managers.
6. **Acquisition of Property.** If any property is acquired through the performance of this Agreement, it shall be done by the individual City as needed to fulfill its obligations under this Agreement. No property shall be acquired in joint title by the Cities.

7. **Amendment of General Plan.** Each City agrees to amend its Master Street Plan, Transportation Element of its General Plan, or similar planning mechanism, to reflect the provisions of this Agreement.
8. **Termination.** The Cities agree that this Agreement will not be terminated until each entities' respective obligations are completed. The only exceptions will be for force majeure or a non-appropriation situation. If such a situation arises, the City needing to terminate the Agreement will immediately notify the other City.
9. **Breach.** If either City fails or refuses to perform hereunder, the non-breaching party shall demand performance to resume and be completed. If a good faith resumption of performance does not occur within 30 days from the demand for performance, the breaching entity shall pay damages in an amount equal to the amount necessary to complete the breaching City's performance under this Agreement. Said amount shall be determined through the statutory bidding process.
10. **Term of Agreement.** The term of this agreement shall be fifty (50) years from the date of execution. This agreement may be extended as jointly agreed upon by the City Councils of Layton and Syracuse.
11. **Amendments.** This agreement may be amended upon mutual agreement of the Cities, in writing. The purpose and reasons for any amendments should be set forth in the amended agreement.

Executed as of the day and date above.

LAYTON CITY

  
 Mayor

ATTEST:

  
 APPROVED:

  
 City Attorney



SYRACUSE CITY

  
 Mayor

ATTEST:

  
 APPROVED:

APPROVED:

  
 City Attorney

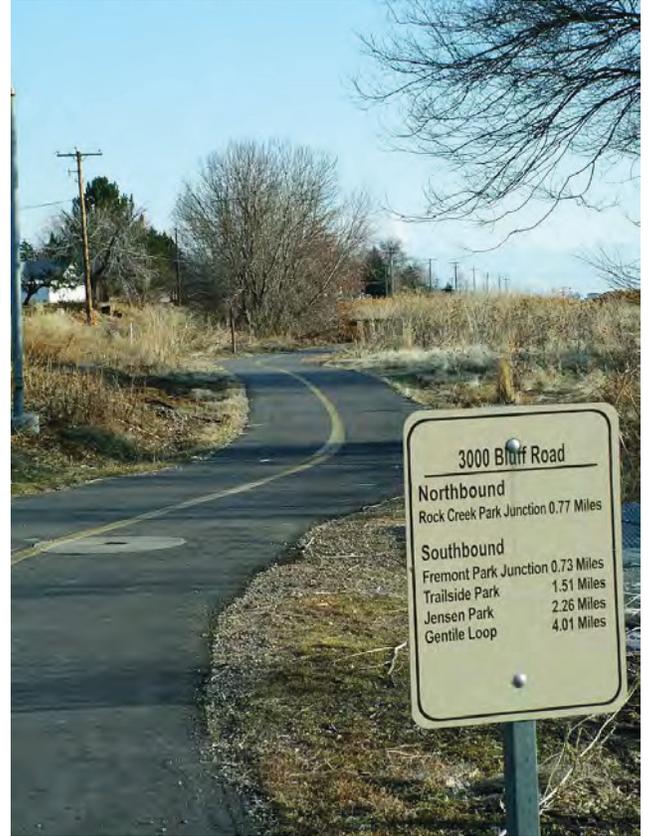


# APPENDIX C – TRAILS MASTER PLAN





# SYRACUSE CITY TRAIL SYSTEM MASTER PLAN



| 3000 Bluff Road          |            |
|--------------------------|------------|
| Northbound               |            |
| Rock Creek Park Junction | 0.77 Miles |
| Southbound               |            |
| Fremont Park Junction    | 0.73 Miles |
| Trailside Park           | 1.51 Miles |
| Jensen Park              | 2.26 Miles |
| Gentile Loop             | 4.01 Miles |



## Appendix 1

Adopted by the Syracuse City Council  
March 14, 2012  
Ordinance No. 12-04



## Introduction

The Syracuse City Trail System Master Plan stems from the community's desire to enjoy enhanced outdoor recreation opportunities. Like many communities throughout the U.S., Syracuse City is experiencing a resurgence in bicycling and walking.

The bicycle is a low-cost, quiet, non-polluting, energy efficient, versatile, healthy and fun means of transportation. Bicycles also offer a low-cost mobility option, especially to the young. Walking is the oldest and most basic form of human transportation. It is clean, requires little infrastructure, and is integral to the health of individuals and communities. People who walk know their neighbors and their neighborhood.

The Trail System Master Plan is a long-term guide to future planning, design and implementation of a citywide system of trails to be utilized for commuter travel, health and fitness, and recreational purposes throughout Syracuse. A key element to the plan is interconnecting various neighborhoods within Syracuse as well as regional trail systems being developed by other entities. City parks, neighborhood schools, and future development provide great opportunities for interconnecting pathways.

## Community Overview

Syracuse City is a trail-friendly community, due to its natural characteristics. These characteristics include: a moderate climate, relatively flat terrain, low traffic volumes, as well as attracting those who are interested in a healthy lifestyle, a clean environment, and livable and safe neighborhoods. Its beauty and gateway to Antelope Island and the Great Salt Lake Shorelands has long attracted regional bicyclists and worldwide tourists.

## Vision

To maintain the "Syracuse City Trail System Master Plan" which will enhance the quality of life by: developing a sense of place, increase outdoor recreation opportunities, preserve open space, enhance the beauty of our community, promote healthy lifestyles, and foster economic development.



## Goals

Expand the trail facilities which are conveniently located, safe, and designed to be adaptable to changes in the population, and provide beauty and functional efficiency to complement both the City's natural environment and the needs of its schools and citizens.

Maintain the continuity of the trail master plan network so that it may remain cohesive with the current and future transportation network.

Identify resources to support the improvement, maintenance and operation of existing trails, and the planning, acquisition and development of future trails.

## Definitions

### **Bike Lane:**

A designated lane independently delineated for bicycle travel on a public street.

### **Development:**

Improvement of land in any zone for any purpose by adding, modifying, or enhancing structures and/or supporting infrastructure.

### **Equestrian Trail:**

An independent trail which has a non-paved surface,

such as a natural, native, or loose granular material for use of horse riding.

**Shared Lane:**

A designated travel lane inside a public right-of-way that is open to both bicycle travel and vehicular use. This type of lane is typically utilized on existing streets where street widths are already established and prohibit the use of bike lanes. These lanes are marked with a standard pavement marking designated by Manual of Uniform Traffic Control Devices (MUTCD).

**Shared Use Trail:**

An improved path located inside a public right-of-way that is physically independent from motorized vehicular traffic by an open space or barrier and is utilized by cyclists, joggers, pedestrians, scooters, skaters, strollers, wheelchairs (motorized and non-motorized), and other devices compatible with pedestrian travel.

**Trail Access Point:**

A designated point of access to the trail system, which provides adequate off-street vehicular parking at desirable locations, that are spread throughout the trail network.

**Trail:**

A path defined on the map attached to the master plan which could be a bike lane, equestrian trail, and/or shared use trail.



**Policies**

1. Work with new development to incorporate trails where recommended on the attached map, utilizing incentives that may be established by

ordinance.

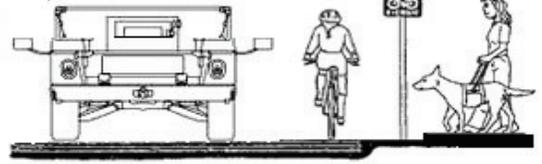
2. Work closely with local organizations to facilitate the creation, maintenance, and joint use of trails, access points, amenities and connections.
3. Emphasize safety as an essential component of the trail system utilizing current local, State, and federally accepted design standards, as well as incorporating safety measures such as: adequate lighting, trail signs and markings, ongoing maintenance, citizen patrols and similar other measures to ensure the safety of trail users.
4. Develop a connected trail system that will link city neighborhoods, parks, and trails developed/planned by adjacent entities.
5. Coordinate with adjacent communities, local county, regional agencies, and State agencies as necessary when portions of the Trail System Master Plan is improved, expanded, or modified.
6. Encourage the city to develop an *Adopt-a-Trails* program that governmental, volunteer and private organizations can participate in to facilitate the maintenance of current and future trails.
7. Encourage trail system enhancements such as benches, historic/cultural markers, gateways, exercise stations, picnic areas, rest areas, restrooms and/or landscaping as appropriate to make the trails more interesting, functional, and enjoyable.



8. Designate trail access points with off-street

parking facilities to provide easy access to the trail network for all citizens regardless of physical ability.

9. Encourage the city to provide consistent trail system management signage for the benefit and safety of all users.
10. Update the trails system plan as necessary to assure that current issues are addressed and to coordinate the plan with the efforts of other governmental agencies.



### Class IV- Equestrian Trail



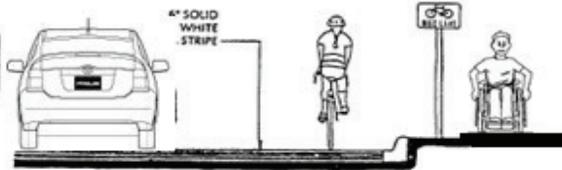
## Infrastructure

This plan uses four types of classifications for trails. These are identified as follows:

### Class I - Shared Use Trail



### Class II - Bike Lane



### Class III - Shared Lane



## Implementation

In order to implement the trails as established in the "Syracuse City Trail System Master Plan," the city should follow the trails planning process for each trail segment:

1. Analyze the ownership of the various trail segments identified on the Plan
  - Prioritize the right-of-way acquisition needs based on the potential for development to occur, land costs and potential usage
  - Formulate a set of design guidelines for each trail type
  - Estimate acquisition and construction costs

- Identify funding sources
2. Develop a trail Signing Program that includes:
    - Trail Logo Sign(s)
    - Bike Route and Bike Lane signs
    - Trail "Links" through subdivisions and where appropriate
  3. Provide trail system management signing where necessary advising users about:
    - Overtaking protocol (proper passing)
    - Slower traffic staying to the right
    - Leash requirements and dog etiquette
    - Any applicable enforcement codes
  4. Develop a trail section which considers:
    - Paved section – 10 feet wide
    - Separate unpaved surface on one or both sides of the pathway for runners and walkers, and equestrian users
    - Centerline striping when volumes are high
    - Security lighting where necessary
  5. Publicize pathways in order to encourage community use by:
    - Posting the route on the City's web site
    - Conducting a pathway logo contest
    - Naming pathways for donors that contribute significant land, materials, etc. that add to the development of the pathway system
  6. Incorporate bike lanes on existing streets following the intended routes shown on the map (or considering alternate routes, if necessary in order to create continuity in the overall trail system). Bike lane installations should be considered in situations where:
    - Interconnecting existing bike lanes are beneficial
    - Street resurfacing projects are performed
    - Improvements for public safety are beneficial
  7. As non- motorized trails are expanded, consideration will be given to interconnect points of interest, such as:
    - Emigrant Trail
    - Scenic vistas
    - Antelope Island
    - Equestrian trails
    - Unique landforms
    - Unique wildlife habitats
    - Town Center
    - Great Salt Lake
    - The Nature Conservancy's, Great Salt Lake

- Shorelands Preserve
- Schools
- Parks
- Historic Markers

8. As opportunities to expand the trail system arise, consideration should be given to connecting new trails to existing trails as well as city amenities and the trail system.



## Specific Map Notes

- 1) The Syracuse Emigrant Trail connects with several parks within the City, and continues north into West Point City.
- 2) The Great Salt Lake Shoreline Trail and Trail Access points are integral to the city's trail system, providing connectivity between the Bird Refuge and Antelope Island Causeway.







# Syracuse City Existing Trails Map

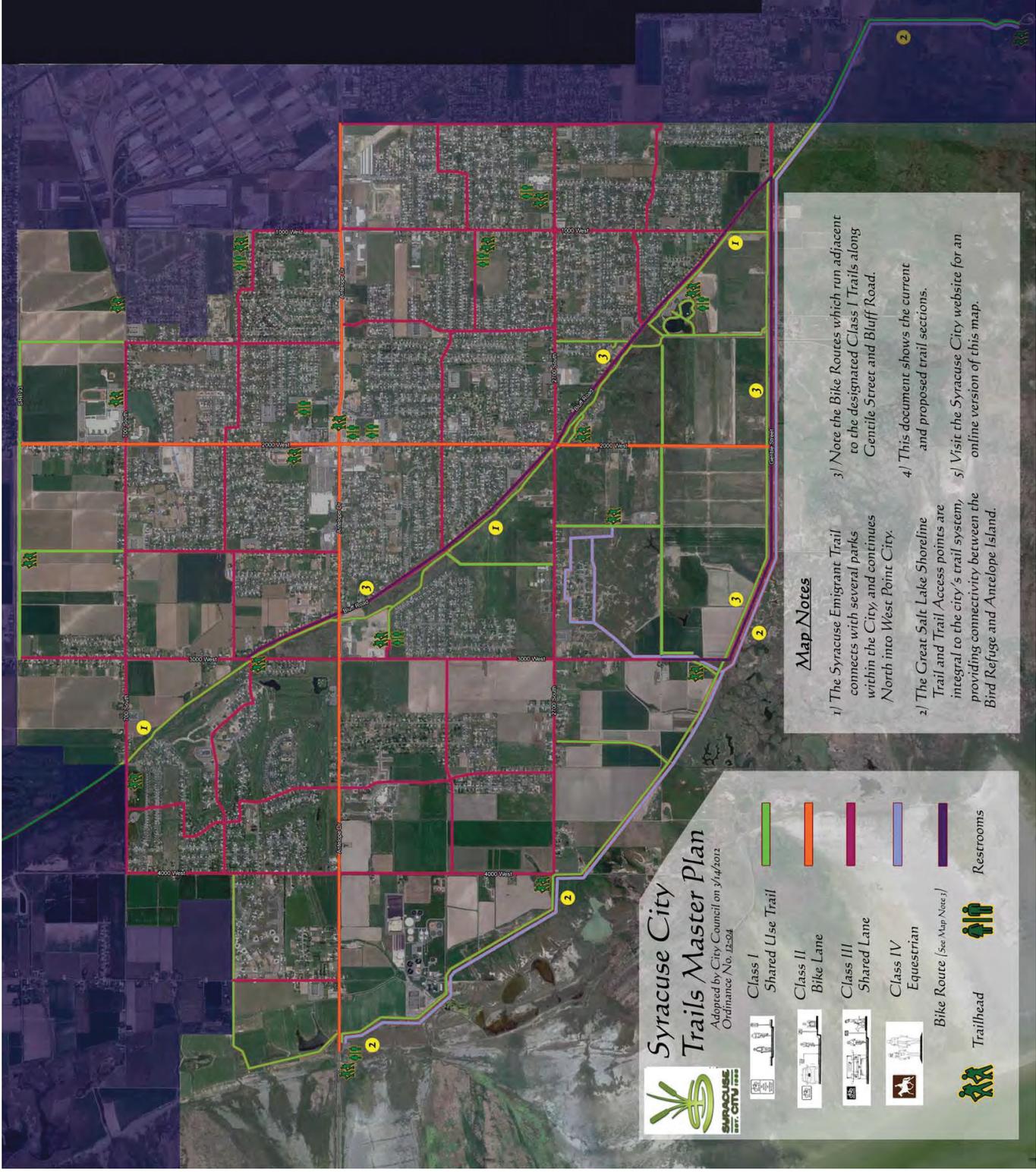


## Legend

-  Class I Shared Use Trail
-  Class II Bike Lane
-  Trailhead
-  Restrooms
- 
- 

## Map Notes

- 1) The Syracuse Emigrant Trail connects with several parks within the City, and continue North into West Point City.
- 2) Visit the Syracuse City website for an online version of this map.



# Syracuse City Trails Master Plan

Adopted by City Council on 3/14/2012  
Ordinance No. 12-04

|  |                                    |  |
|--|------------------------------------|--|
|  | Class I<br>Shared Use Trail        |  |
|  | Class II<br>Bike Lane              |  |
|  | Class III<br>Shared Lane           |  |
|  | Class IV<br>Equestrian             |  |
|  | Bike Route <i>(See Map Note 3)</i> |  |
|  | Trailhead                          |  |
|  | Restrooms                          |  |

### Map Notes

- 1) The Syracuse Emigrant Trail connects with several parks within the City, and continues North into West Point City.
- 2) The Great Salt Lake Shoreline Trail and Trail Access points are integral to the city's trail system providing connectivity between the Bird Refuge and Antelope Island.
- 3) Note the Bike Routes which run adjacent to the designated Class I Trails along Gentile Street and Bluff Road.
- 4) This document shows the current and proposed trail sections.
- 5) Visit the Syracuse City website for an online version of this map.

# APPENDIX D – TRAFFIC IMPACT STUDY GUIDELINES



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**SYRACUSE**  
EST. CITY 1935

# Traffic Impact Study Requirements

When a Traffic Impact Study is required the study must be prepared according to the appropriate TIS level as shown below. The traffic study shall, at a minimum, incorporate Syracuse City principles and standards and national practices. Additional requirements and investigation may be imposed upon the applicant as necessary.

## **Traffic Study level I**

### **Project ADT < 100 trips**

No proposed modifications to traffic signals or roadway elements or geometry.

#### 1. Study Area.

The study area, depending on the size and intensity of the development and surrounding development, may be identified by parcel boundary, area of immediate influence or reasonable travel time boundary.

The study area may be limited to or include property frontage and include neighboring and adjacent parcels. Identify site, cross, and next adjacent up and down stream access points within access category distance of property boundaries.

#### 2. Design year.

Opening day of project

#### 3. Analysis Conditions and Period

Identify site traffic volumes and characteristics.

Identify adjacent street(s) traffic volume and characteristics.

#### 4. Identify right-of-way, geometric boundaries and physical conflicts.

Investigate existence of federal or state, no access or limited access control line.

#### 5. Generate access point capacity analysis as necessary.

Analyze site and adjacent road traffic for the following time periods: weekday A.M. and P.M. peak hours including Saturday peak hours if required by the City Engineer. Identify special event peak hour as necessary (per roadway peak and site peak).

#### 6. Design and Mitigation.

Identify operational concerns and mitigation measures to ensure safe and efficient operation pursuant to appropriate state highway access category.

**Traffic Study Level II**  
**Project ADT 100 to 500 trips**

1. Study Area.

The study area, depending on the size and intensity of the development and surrounding development, may be identified by parcel boundary, area of immediate influence or reasonable travel time boundary. Intersection of site access drives with state highways and any signalized and unsignalized intersection within access category distance of property line. Include any identified queuing distance at site and study intersections

2. *Design Year*

Opening day of project

3. *Analysis Period*

Identify site and adjacent road traffic for weekday A.M. and P.M. peak hours (Saturdays if required by the City Engineer).

4. *Data Collection*

Identify site and adjacent street roadway and intersection geometries.  
Identify adjacent street(s) traffic volume and characteristics.

5. *Conflict / Capacity Analysis*

Diagram flow of traffic at access point(s) for site and adjacent development.  
Perform capacity analysis as determined by the City Engineer.

6. *Right-of-Way Access*

Identify right-of-way, geometric boundaries and physical conflicts.  
Investigate existence of federal or state, no access or limited access control line.

7. *Design and Mitigation*

Determine and document safe and efficient operational design needs based on site and study area data.  
Identify operational concerns and mitigation measures to ensure safe and efficient operation pursuant to appropriate state highway access category.

## **Project ADT 500 to 3,000 trips or peak hour < 500 trips.**

### *1. Study Area*

The study area, depending on the size and intensity of the development and surrounding development, may be identified by parcel boundary, area of immediate influence or reasonable travel time boundary. An acceptable traffic study boundary is 1/4-1/2 mile on each side of the project site per the City Engineer.

Intersection of site access drives with state highways and any signalized and unsignalized intersection within access category distance of property line. Include any identified queuing distance at site and study intersections.

### *2. Design Year*

Opening day of project and five year after project completion.  
Document and include all phases of development (includes out pad parcels).

### *3. Analysis Period*

Analyze site and adjacent road traffic for weekday A.M. and P.M. peak hours including Saturday peak hours if identified as a high Saturday use.. Identify special event peak hour as necessary (adjacent roadway peak and site peak).

### *4. Data Collection*

- a. Daily and Turning Movement counts.
- b. Identify site and adjacent street roadway and intersection geometries.
- c. Traffic control devices including traffic signals and regulatory signs.
- d. Traffic accident data

### *5. Trip Generation*

Use equations or rates available in latest edition of ITE Trip Generation. Where developed equations are unavailable for intended land use, perform trip rate study and estimation following ITE procedures or develop justified trip rate agreed to by the Department.

### *6. Trip Distribution and Assignment*

Document distribution and assignment of existing, site, background, and future traffic volumes on surrounding network of study area.

### *7. Conflict / Capacity Analysis*

Diagram flow of traffic at access point(s) for site and adjacent development.  
Perform capacity analysis for daily and peak hour volumes

## *8. Traffic Signal Impacts*

For modified and proposed traffic signals:

- a. Traffic Signal Warrants as identified.
- b. Traffic Signal drawings as identified.
- c. Queuing Analysis

## *9. Design and Mitigation.*

Determine and document safe and efficient operational design needs based on site and study area data. Identify operational concerns and mitigation measures to ensure safe and efficient operation pursuant to appropriate state highway access category.

### **Traffic Study Level III**

Project ADT 3,000 to 10,000 trips or peak hour traffic 500 to 1,200 trips.

#### *1. Study Area*

The study area, depending on the size and intensity of the development and surrounding development, may be identified by parcel boundary, area of immediate influence or reasonable travel time boundary.

An acceptable traffic study boundary should be based on travel time or by market area influence. Intersection of site access drives with state highways and any intersection within 1/2 mile of property line on each side of project site.

#### *2. Design Year*

Opening day of project, five years and twenty years after opening.  
Document and include all phases of development (includes out pad parcels).

#### *3. Analysis period*

For each design year analyze site and adjacent road traffic for weekday A.M. and P.M. peak hours including Saturday peak hours if identified as needed per the City Engineer. Identify special event peak hour as necessary (adjacent roadway peak and site peak).

#### *4. Data Collection*

- a. Daily and Turning movement counts.
- b. Identify site and adjacent street roadway and intersection geometries.
- c. Traffic control devices including traffic signals and regulatory signs.
- d. Automatic continuous traffic counts for at least 48 hours.
- e. Traffic accident data.

### *5. Trip Generation*

Use equations or rates available in latest edition of ITE Trip Generation. Where developed equations are unavailable for intended land use, perform trip rate study and estimation following ITE procedures or develop justified trip rate agreed to by the Department.

### *6. Trip Distributions and Assignment*

Document distribution and assignment of existing, site, background, and future traffic volumes on surrounding network of study area.

### *7. Capacity Analysis*

- a. Level of Service (LOS) for all intersections.
- b. LOS for existing conditions, design year without project, design year with project.

### *8. Traffic Signal Impacts. For proposed Traffic Signals:*

- a. Traffic Signal Warrants as identified.
- b. Traffic Signal drawings as identified.
- c. Queuing Analysis.
- d. Traffic Systems Analysis. Includes acceleration, deceleration and weaving.
- e. Traffic Coordination Analysis

### *10. Accident and Traffic Safety Analysis*

Existing vs. as proposed development.

### *11. Design and Mitigation*

Determine and document safe and efficient operational design needs based on site and study area data. Identify operational concerns and mitigation measures to ensure safe and efficient operation pursuant to appropriate state highway access category.

## **Traffic Study Level IV**

Project ADT greater than 10,000 trips or peak hour traffic > 1,200 vehicles per hour.

### *1. Study Area*

The study area, depending on the size and intensity of the development, will include the surrounding roadways ½ mile from the parcel boundary or reasonable travel time boundary.

### *2. Design Year*

Opening day of project, five years and twenty years after opening.  
Document and include all phases of development (includes out pad parcels).

### *3. Analysis period*

For each design year analyze site and adjacent road traffic for weekday A.M. and P.M. peak hours including Saturday peak hours as needed per the City Engineer. Identify special event peak hour as necessary (adjacent roadway peak and site peak).

### *4. Data Collection*

- a. Daily and Turning movement counts.
- b. Identify site and adjacent street roadway and intersection geometries.
- c. Traffic control devices including traffic signals and regulatory signs.
- d. Automatic continuous traffic counts for at least 24 hours or obtain ADT from local or state agencies
- e. Traffic accident data.

### *5. Trip Generation*

Use equations or rates available in latest edition of ITE Trip Generation. Where developed equations are unavailable for intended land use, perform trip rate study and estimation following ITE procedures or develop justified trip rate agreed to by the Department.

### *6. Trip Distributions and Assignment*

Document distribution and assignment of existing, site, background, and future traffic volumes on surrounding network of study area.

### *7. Capacity Analysis*

- a. Level of Service (LOS) for all intersections.
- b. LOS for existing conditions, design year without project, design year with project.

### *8. Traffic Signal Impacts. For proposed traffic signals:*

- a. Traffic Signal Warrants as identified.
- b. Traffic Signal drawings as identified.
- c. Queuing Analysis.
- d. Traffic Systems Analysis. Includes acceleration, deceleration and weaving.
- e. Traffic Coordination Analysis.

### *9. Accident and Traffic Safety Analysis. Existing vs. as proposed develop*

### *10. Design and Mitigation*

Determine and document safe and efficient operational design needs based on site and study area data. Identify operational concerns and mitigation measures to ensure safe and efficient operation pursuant to appropriate state highway access category.

# APPENDIX E – UDOT CORRIDOR PRESERVATION PROCESS



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SYRACUSE  
EST. CITY 1935

# The Utah Department of Transportation Corridor Preservation Process

The Intermodal Surface Transportation Efficiency Act of 1991 formally introduced the concept of corridor preservation, requiring states to consider “preservation of rights of way for construction of future transportation projects...and identify those corridors for which action is most needed to prevent destruction or loss.”

While strongly promoted at the federal level, it has been left to the individual states to develop techniques and programs for corridor preservation. The Utah Department of Transportation (UDOT) has developed a program that enables the state and local municipalities to preserve future transportation corridors by acquiring rights of way that meet certain eligibility requirements.

If you are interested in selling your property to the state for corridor preservation purposes, you must meet the following requirements to be eligible:

## **Bare Ground and/or Imminent Development**

- Your land must be vacant (without constructed improvements), and soon to be developed.
- Your land is in a corridor that UDOT or the local municipality has identified for preservation.

## **Hardship**

### **Health and Safety Considerations:**

- Advanced age – needs care or assistance from others.
- Ambulatory defects or diseases – where present facilities are inadequate or cannot be maintained by the owner.
- Major disabilities or equivalent disabilities.
- Doctor’s recommendation to change climate or physical environments.
- Non-decent, safe, and sanitary housing such as overcrowded living conditions if the occupancy level did not exceed decent, safe, and sanitary standards at the time the owner originally bought the property.

### **Financial Considerations:**

- Probate or other litigation.
- Loss of employment.
- Retirement causing financial inability to maintain current residence, or purchase of retirement home.
- Pending mortgage foreclosure.
- Job transfer that creates a need to move.

- Financial Distress involving personal or business circumstances.
- Substantial Burden such as maintenance, taxes, and/or rehabilitation costs.
- Monetary Loss – Income or vacant properties. Eligible when the proposed project is the immediate cause of a monetary loss. The owner must demonstrate that the project creates an adverse impact upon business profitability or upon property. Non-transportation issues to be considered are:
  - Inability to obtain financing
  - Inherent risk of ownership associated with this type of property.
  - Other outside factors affecting the profitability of the business operation or property ownership.
  - Local governmental regulations affecting development or rehabilitation, such as requiring the owner to set aside right of way from development, without the requirement for dedication.

## Application Process

If you believe you may qualify for advanced acquisition, you must apply for a Hardship Acquisition. Please follow the steps below in order to be considered for advanced acquisition using the Corridor Preservation Funds:

1. Completely fill out the Hardship Acquisition Questionnaire and attach all necessary documentation.
2. If needed, a letter may accompany the Questionnaire if further information is needed to describe your hardship.
3. The letter or questionnaire must include the property owner's name, address of the property and a telephone number.
4. In the documentation, please state the reason you believe you qualify for advanced acquisition, the estimated market value of the property and what steps, if any, you have taken to sell the property on the open market.
5. Please submit the information packet to:

Utah Dept of Transportation  
P. O. Box 148420-8420  
Salt Lake City, UT 84114  
Attn: Dian McGuire

Re: Corridor Preservation Fund

6. Upon receipt of your letter, you will be contacted by a UDOT representative that will explain the process to you.
7. An appraisal will be ordered by UDOT at no cost to you. The appraiser will be a qualified appraiser and will contact you directly. You have the right to accompany the appraiser during their site visit. This could take approximately 30 days.

8. A review appraiser will be hired to go over the appraisal report. The reviewer will review the report and validate the integrity of the report and help determine market value. This process may take 7 to 10 days.
9. Once UDOT has received the reports from both appraisers, your completed application packet will be evaluated at the next monthly Advisory Council meeting. The Advisory Council is a group of representatives from each of the Metropolitan Planning Organizations (MPOs), UDOT, and appointed members from the Transportation Commission.
10. If the Advisory Council recommends approval, your application will then be considered by the Transportation Commission for acquisition approval. The Transportation Commission meets monthly and may review your application the same month as the Advisory Council.
11. If the Transportation Commission approves your application, a UDOT representative will contact you with an explanation of the acquisition process. In the event of denial, you will receive a letter explaining your rights of appeal.
12. Please note that the advanced acquisition program using Corridor Preservation Funds is a voluntary process. Should you and the Department of Transportation be unable to reach an agreement on the terms of sale, the Department may withdraw their offer without any further obligation.

If you have additional questions concerning this process, please contact Dian McGuire at 801-633-6370 or [dmcquire@utah.gov](mailto:dmcquire@utah.gov)

# APPENDIX F – TRAFFIC CALMING



82

SYRACUSE  
EST. CITY 1935



# NEIGHBORHOOD TRAFFIC CALMING PROGRAM



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ADOPTED BY RESOLUTION R08-33

DECEMBER 23, 2008

# NEIGHBORHOOD TRAFFIC CALMING PROGRAM

"Traffic Calming is the combination of mainly physical measures that reduce the negative effects of motor vehicles, alter driver behavior and improve conditions for non-motorized street users".

-Adopted by ITE International, 1997

## BACKGROUND

Syracuse City Staff has been approached often by City residence with the concerns of speeding in residential neighborhoods, and request that the City construct "speed humps" or other types of traffic calming devices in residential neighborhoods. Until now there has not been a set of guidelines or criteria in which these requests can be accurately evaluated or even warrant a traffic calming devices.

This document was developed with input from various City departments and several Governing bodies. These include: Police, Fire, Public Works, City Engineer, and Community Development Departments; the City Council and Planning Commission. While opinions vary regarding how traffic calming should best be applied this document represents the City's attempt to produce a fair policy for all of the residents of Syracuse City.

For the development of this document, the traffic calming policies from the following City's and Organizations were reviewed to determine what accepted practices were being used, and try to use some of those accepted and tested practices that would apply to our community.

- City of Auburn, WA
- City of Bellevue, WA
- City of Boulder, CO
- City of Concord, CA
- City of Grand Rapids, MI
- City of Greeley, CO
- City of Eden, NC
- City of Federal Way, WA
- City of Franklin, TN
- City of Hilliard, OH
- City of Huntsville, AL
- City of Issaquah, WA
- City of Jackson, MS
- City of Kirkland, WA
- City of Lake Forest Park, WA
- City of Lee's Summit, MO
- City of Littleton, CO
- City of Livermore, CA
- City of Loveland, CO
- City of Madison, WI
- City of Mankato, MN
- City of Melbourne, FL
- City of Mercer Island, WA
- City of Missoula, MT
- City of Monterey, CA
- City of Murray, UT
- City of Newport, VA
- City of Oak Ridge, TN
- City of Park City, UT
- City of Redmond, WA
- City of Salt Lake City, UT
- City of San Leandro, CA
- City of San Mateo, CA
- City of Sebastopol, CA
- City of St. George, UT
- City of Stockton, CA
- City of Weatherford, TX
- City of Wilmington, NC
- City of Westfield, IN
- City of Woodland, CA
- County of Arlington, VA
- Safe Routes to School Program (SRTS)
- Town of Los Gatos, CA
- Town of Lewisville, NC
- Town of Yarmouth, ME
- Traffic Calming "State of the Practice"

## **GENERAL PURPOSE**

Syracuse City is dedicated “to provide quality, affordable services for its citizens, while promoting community pride, fostering economic development and managing growth” (*Syracuse City Moto*). The purpose of the Syracuse City Neighborhood Traffic Calming Program is to improve both the safety and quality of life within residential neighborhoods with an attempt to reduce the negative impact of traffic (volumes, speeds, and/or accidents).

The Neighborhood Traffic Calming Program is a process, rather than a fixed solution. Ongoing communication and assessment are essential to the success of the effort and will help ensure that neighborhood safety concerns are addressed in an effective and sustainable manner.

The purpose of this program is to promote safe and pleasant conditions for pedestrians, bicyclists and motorists on residential streets by using a process in which residents work with City staff to address traffic and safety problems. This can be achieved through the following means (the three “E’s”):

- Education: Increase awareness of residents in neighborhoods that there are traffic related concerns such as excessive speed, non-local (cut-through) traffic, and accidents.
- Enforcement: Encourage compliance with speed limits on local streets through speed reducing tactics provided by Syracuse City Police Department, which includes, but not limited to, traditional enforcement, the Neighborhood Speed Watch Program, and the use of speed trailers (S.M.A.R.T).
- Engineering: Evaluate the affected street for speeding, traffic volume, and accidents to determine if traffic calming measures are warranted.

## **OBJECTIVES**

Syracuse City strives to ensure overall safety and enhance the quality of life for its residents. Traffic conditions on residential streets certainly affect the residence “livability”. Traffic that is traveling at improper speeds and an excessive amount of non-local traffic that is consistently using residential streets can affect a neighborhood’s “livability”, including pedestrian and bicyclist activities.

Installing traffic calming devices on every street is not always the answer. Syracuse City Neighborhood Traffic Calming program was designed to serve as a guide for city staff, elected officials, and residents throughout the traffic calming study, planning, and implementation processes. The program is only a guideline and, therefore, subject to change. Under this program, staff will work with residents to identify traffic issues in their neighborhoods and seek appropriate solutions.

The goal of the program is to affect driver behavior in order to improve safety and the quality of life for residents, pedestrians, bicyclists, and motorists. This is to be balanced with providing streets that do not hinder quick response time for emergency service vehicles including fire trucks, police cars, and

ambulances and streets that are accessible by large vehicles, such as school buses and trucks used for essential City services. Throughout the study process, Syracuse City Planning staff will work with representatives of neighborhoods, the Syracuse City Police Department, the Syracuse City Fire Department, and the Syracuse City Public Works Department to develop workable solutions to problems identified.

Objectives are as follows:

- Reduce motorist speed in residential neighborhoods;
- Reduce number and severity of accidents;
- Reduce neighborhood cut through traffic;
- Increase the safety of children, pedestrians, bicyclists, and motorists;
- Create and/or enhance attractive streetscapes;
- Establish clear guidelines of the process and procedures to evaluate traffic calming requests;
- Partner with residents for the best overall program for the affected streets;
- Implement self-enforcing rather than regulatory measures;
- Maximize street life and pedestrian activity;
- Prevent crime; and
- Enhance urban redevelopment.

## **PROCEDURES**

This process is to ensure that there is a fair and effective consideration at minimal taxpayer expense. This program encourages a collaborative approach by residents, working with City Staff in all steps of the Neighborhood Traffic Calming Program. Projects that are being considered for the Neighborhood Traffic Calming Program must follow the procedure that is outlined below. A flowchart summarizing this procedure is provided in Appendix A.

# **PHASE I**

## **IMPLEMENTATION PROCESS**

The traffic calming process begins once a Citizen submits a completed Citizen Action Request application (CAR) into the City. The request must identify the perceived traffic problem and must include contact information for a neighborhood representative and must include four (4) additional signatures of residents within the affected area that share the same concerns as the applicant (only one signature per household will be accepted). There will be a required application fee of \$100 that must be submitted with the CAR into the Syracuse City Office by the first Monday in November for the application to be considered for the upcoming fiscal year. The Neighborhood Traffic Calming Program application is provided in Appendix B.

Upon receipt of the Neighborhood Traffic Calming Program application, Syracuse City staff will evaluate the project to determine the need for traffic calming measures. This evaluation will typically include a

site visit and the collection of data, such as traffic volumes and traffic speeds. After traffic data is collected an Index score will be assigned to the street (*Table A-1*). If the street index is 80 points or greater the process will continue within the Neighborhood Traffic Calming Program.

TABLE A-1  
STREET INDEX

| CRITERIA                      | POINTS                                                                            | BASIS                                                                   | POINTS |
|-------------------------------|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------|--------|
| SPEED                         | 10 POINTS PER EVERY MPH OVER THE POSTED SPEED LIMIT                               | 85 <sup>TH</sup> PERCENTILE SPEED                                       |        |
| VOLUME                        | 1 POINT FOR EVERY 100 VEHICLES                                                    | AVERAGE DAILY TRAFFIC VOLUME                                            |        |
| CRASHES                       | 3 POINTS FOR EVERY CRASH                                                          | NUMBER OF REPORTED CRASHES IN LAST 3 YEARS                              |        |
| EMERGENCY RESPONSE ROUTE      | 0 POINTS FOR YES, 3 POINTS FOR NO                                                 | IS STREET DESIGNATED EMERGENCY RESPONSE ROUTE?                          |        |
| FATALITIES                    | 15 POINTS FOR EVERY FATALITY                                                      | NUMBER OF REPORTED FATALITIES IN LAST 3 YEARS                           |        |
| BIKE ROUTE                    | 5 POINTS FOR YES, 0 POINTS FOR NO                                                 | IS STREET DESIGNATED BIKE ROUTE?                                        |        |
| PEDESTRIAN GENERATORS         | 5 POINTS FOR EACH                                                                 | IS THERE A PARK, SCHOOL, CHURCH, WITHIN 500 FEET                        |        |
| SIDEWALKS                     | 0 POINTS FOR YES, 5 POINT FOR NO                                                  | IS THERE A SIDEWALK?                                                    |        |
| TRAFFIC CALMING               | -5 POINTS FOR YES, 0 POINTS FOR NO                                                | IS THERE EXISTING TRAFFIC CALMING?                                      |        |
| STREET WIDTH                  | 1 POINT FOR A STREET SEGMENT < 21' WIDE, 0 POINTS FOR A STREET SEGMENT > 21' WIDE | IS THE EXISTING STREET WIDTH GREATER THAN 21' FROM THE EDGE OF ASPHALT? |        |
| POSTED SPEED LIMIT            | 1 POINT FOR 25 MPH POSTED LIMIT, 0 POINTS FOR OTHER                               | IS THE POSTED SPEED LIMIT 25 MPH?                                       |        |
| * TANGENT LENGTH OF STREET    | 1 POINT FOR THE TANGENT LENGTH OF THE STREET TO BE < 600'                         | IS THE LENGTH OF THE STREET GREATER THAN 600'?                          |        |
| **LOCAL STREET CLASSIFICATION | 5 POINTS FOR LOCAL STREET, 1 POINTS FOR MINOR COLLECTOR                           | IS THE STREET A LOCAL STREET?                                           |        |
| <b>***TOTAL</b>               |                                                                                   |                                                                         |        |

\* For the street to be considered in the Neighborhood Traffic Calming Program the street tangent length shall not be less than 600 feet.

\*\* Cul-de-sac streets and fire lanes are ineligible for the Neighborhood Traffic Calming Program.

\*\*\* 80 points or greater will be included in the Neighborhood Traffic Calming Program.

If City staff determines by the street index that the street segment does not have a traffic volume or a traffic speed problem, then the project will be terminated. The project will be ineligible for the Neighborhood Traffic Calming Program for a period of two (2) years unless City Staff determine that changing conditions have resulted in a traffic volume or speeding problems.

If City staff determines that a street segment has a traffic volume or a traffic speed problem, but the above street index requirements are not met, then staff will work with the Syracuse Police Department and the neighborhood association/group to address the problem with Level I measures. However, the

street will not be considered for Level II measures at this time. Also, the project will be ineligible for the Neighborhood Traffic Calming Program for a period of two (2) years unless City Staff determine that changing conditions during this time have resulted in a traffic volume or speeding problems.

If City staff determines that a street segment has a traffic volume or a traffic speed problem, and if the above street index requirements are met, then the project will be included in the Neighborhood Traffic Calming Program Level I process. City Staff will identify feasible and appropriate traffic calming solutions to address the identified traffic problem. Examples of traffic calming techniques are provided in Appendix F.

Once the process is reviewed by City staff an initial neighborhood meeting will be held with the assistance of those residents that signed the original CAR application. At the meeting, City staff will present findings from the initial field investigation and data collection, and will provide a presentation of the Syracuse City Neighborhood Traffic Calming Policy.

A volunteer group of residents will form the project's Community Working Group. The goal of this group is to have members that represent the various geographical areas and interests within the neighborhood.

The Community Working Group will work with City staff and meet to review existing problems, determine community goals, establish the neighborhood study boundary, discuss and evaluate various Level I measures, and gain community acceptance on which Level I measures to implement as means of addressing the problems. The group will also determine how long to implement the recommended improvements, although Level I efforts will be applied for a period of not less than three (3) months and not more than nine (9) months

The Neighborhood Traffic Calming Program Level I measures will involve the coordinated efforts of City staff, Syracuse Police Department, and the Community Working Group. The Community Working Group must actively participate in this process in order for the project to continue in this program. Upon approval from City staff, the appropriate Level I improvements will be installed. Following the pre-established implementation period, City staff will collect new data to determine the effectiveness the measures put into place. The Community Working Group will then meet to discuss if their goals have been met.

If the prescribed Level I actions have proved effective in addressing the goals, the improvements will stay in place or permanent devices will be installed. If the actions are ineffective; the Community Working Group may consider reapplying at a later time or pursue potential implementation of Level II measures.

# PHASE II

## IMPLEMENTATION PROCESS

Level II improvements will only be considered if Level I measures do not meet the goals established by the Community Working Group, as previously discussed. In special circumstances, City staff may determine that previously installed Level I measures cannot achieve the desired outcome and may recommend consideration of Level II measures. Projects that move into Level II consider physical travel speed and traffic volume reduction measures and therefore require increased neighborhood consensus.

Before a Level II program can commence for a particular neighborhood, residents and property owners within the study area boundary will be surveyed to determine their level of support in considering Level II improvements. The Community Working Group will conduct the survey. A minimum of 33-1/3 percent of those surveyed must agree to proceed in developing an expanded plan. If less than 33-1/3 percent agree, then Level II improvements will not be considered.

If the vote supports consideration of Level II measures, the Community Working group will be reestablished. It may be necessary to expand or otherwise alter the composition of the group due to the likely greater impacts that could result under a Level II traffic calming plan.

In addition, a Technical Working Group will be formed. The member of this group will consist of Syracuse City's Community Development, Engineering, Fire, Police, and Public Works Departments. Their perspective is essential for developing a plan that effectively address existing concerns without creating new problems that cannot be mitigated or that keep the ultimate plan from being implemented.

The Community and Technical Working Groups will meet to review the results from the Level I program, revisit existing problems and community goals, and identify the appropriateness of various Level II measures in addressing the existing problems. City staff will work with the Community and Technical Working Groups in developing a Level II traffic calming plan (Note: the plan may contain some Level I type of measures).

Next, the Community Working Group will present the provided Level II traffic calming plan (which may consist of alternatives) to the neighborhood residents and property owners at a Neighborhood Open House. In addition, the plan may be presented through a newsletter or other types of mailing. The City will assist the neighborhood in these efforts. However, it is up to the Community Working Group to gather support for the project.

All projects that reach this point will be prioritized by City staff based on a variety of factors, such as traffic speeds, traffic volumes, and implementation costs. This prioritization will be used by City staff to develop construction schedules for the projects depending on the City Councils approval.

After the project has been prioritized against other traffic calming requests, City staff will then present the project(s) to Syracuse City Council for their approval of project funding during the fiscal year budget process. Projects that have the highest priority will be implemented first. If sufficient funding is not available for the highest priority project, then the highest priority project that can be implemented with the amount of funding that is available will be implemented first. If there is not sufficient funding available for a project to continue, then that project will be placed on hold until the next fiscal year (July 1<sup>st</sup>). If the City Council elects not to fund the project then City staff and the Community Working Group will then have the option to go back to and develop a more feasible solution. A lower-priority project can be implemented ahead of schedule if the Community Working Group elects to pay 100 percent of the implementation costs and as long as doing so does not affect the construction schedules of higher-priority projects. Implementation of a project will not occur until all associated maintenance landscape payment agreements have been finalized.

If funding is approved, the proposed Level II traffic calming plan will be implemented on a test basis using temporary control devices, where possible, for a period determined by City staff, but not to exceed one (1) year. Temporary devices will not be installed during the snow removal season (November- March), and if temporary device are currently installed, but the evaluation process not completed these devices will be removed and then placed back at the end of the snow removal season. Installation of the temporary traffic calming measures will be performed by Syracuse City crews or by a contractor that is selected by the City.

Following the test period, City staff will collect new data to determine the effectiveness of the measures put into place. These results will be provided to all of the neighborhood's residents and property owners. Then, residents and property owners will vote on whether or not to install a permanent device of the proposed Level II traffic calming plan. A minimum of 60 percent of residents and property owners (household locations will be determined by City staff) that could be affected by the proposed changes in traffic flow must favor implementation for the Level II measures to proceed. In addition, a minimum of 75 percent of the residents and property owners immediately adjacent to each proposed device must favor implementation. One vote will be granted to each residence and/or property owner. This voting period will last up to four (4) weeks.

Installation of the traffic calming measure will be performed by Syracuse City crews or by a contractor that is selected by the City

After the construction of the permanent Level II measures, City staff will continue to monitoring the effectiveness of the plan for up to one (1) year. City staff will prepare a report of the findings for presentation to the neighborhood. Depending on the nature of the measures, this report could include a maintenance plan for residents and property owner.

## MODIFICATION OR REMOVAL OF A TRAFFIC CALMING DEVICE

If City staff determines that a traffic calming device should be modified or removed due to public health/safety reasons, then City staff, with assistance from the Public Works Department, shall modify or remove the device. If the Community Working Group wishes to remove or significantly alter a traffic calming device, then the neighborhood must conduct the same petitioning just prior to the installation of the permanent device. If the petition supporting the removal/modification is successful, then the neighborhood must pay for the costs that are associated with the removal/modification. A traffic calming device will not be removed until all payment agreements have been finalized. If the removal/modification is initiated by the neighborhood, then the neighborhood will be ineligible to participate in the Neighborhood Traffic Calming Program for a period of five years.

## FUNDING CONSIDERATIONS

Funding for the implementation of a traffic calming plan should be considered throughout the plan development process. If funding limitations will impact the range of options available, this needs to be identified early in the process and the variety of appropriate devices should reflect these limitations. It must be reiterated that Level II devices are expensive.

However, if a neighborhood wants to implement a more extensive plan than what City staff believes is appropriate to resolve the identified problem(s), then the City Council may need to approve the plan with additional funds and/or the neighborhood may be requested to participate in funding all or a part of the project.

# APPENDIX A

## NEIGHBORHOOD TRAFFIC CALMING PROGRAM PROCESS FLOW CHART

# LEVEL I IMPLEMENTATION PROCESS

**Application Deadline:**  
First Monday in November

**REQUEST TRAFFIC CALMING**

- COMPLETED (CAR) APPLICATION
- \$100 FEE
- 4 SUPPORTING SIGNATURES

- NEIGHBORHOOD MEETINGS:**
- REVIEW PROBLEMS
  - IDENTIFY GOALS
  - DETERMINE STUDY AREA
  - EVALUATE LEVEL 1 OPTIONS
  - RECOMMEND MEASURES

EVALUATE PROBLEMS & IDENTIFY  
POSSIBLE SOLUTIONS

No Problem  
Identified

Project is Not Eligible for  
the NTCP

NEIGHBORHOOD MEETINGS

STAFF APPROVAL OF LEVEL I PLAN

RETAIN TEMPORARY MEASURES OR  
INSTALL PERMANENT LEVEL I  
MEASURES

INSTALLATION OF TEMPORARY LEVEL I MEASURES

YES

NEIGHBORHOOD REPORT

LEVEL I RESULTS  
ACCEPTED BY RESIDENTS?

NO

CONSIDER REMOVAL  
OF LEVEL I MEASURE

# LEVEL II IMPLEMENTATION PROCESS

- NEIGHBORHOOD MEETINGS:**
- REVIEW LEVEL I RESULTS
  - EVALUATE LEVEL 2 OPTIONS
  - RECOMMEND MEASURES
  - SCHEDULE OPEN HOUSE

CONDUCT PETITION FOR LEVEL II STUDY

YES

NO

PROJECT IS NOT ELIGIBLE FOR  
THE LEVEL II MEASURES

NEIGHBORHOOD MEETINGS

DEVELOP CONSTRUCTION DOCUMENTS

NEIGHBORHOOD OPEN HOUSE

NO

PROJECT IS ON HOLD UNTIL  
FUNDING IS AVAILABLE

CITY COUNCIL FUNDING APPROVAL

YES

100% FUNDED BY COMMUNITY  
WORKING GROUP

LEVEL II MEASURES IMPLEMENTED ON A TEST BASIS

NO

PROJECT IS NOT ELIGIBLE FOR  
THE LEVEL II MEASURES

CONDUCT PETITION FOR LEVEL II MEASURE

YES

INSTALLATION OF PERMANENT TRAFFIC CALMING DEVICE

NEIGHBORHOOD REPORT

*APPENDIX B*  
CITIZEN ACTION REQUEST FORM



**SYRACUSE CITY CORPORATION**  
 1979 West 1900 South  
 Syracuse, UT 84075  
 (801) 614-9657

FAX: (801) 614-9657

**Citizen Action Request (CAR)**  
 for the Neighborhood Traffic Calming Program

*(Please Print)*

Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Street Address: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Email: \_\_\_\_\_

Please list at least 4 or more other occupied residence along you street or general affected area that support your concerns.

| Name | Address | Phone | Signature |
|------|---------|-------|-----------|
|      |         |       |           |
|      |         |       |           |
|      |         |       |           |
|      |         |       |           |
|      |         |       |           |

Name of the home owner association (if applicable): \_\_\_\_\_

Detailed Description of Concern: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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What day(s) of the week and time(s) does the problem appear to be the worst? \_\_\_\_\_

Describe who you feel is causing the problems in your area? \_\_\_\_\_

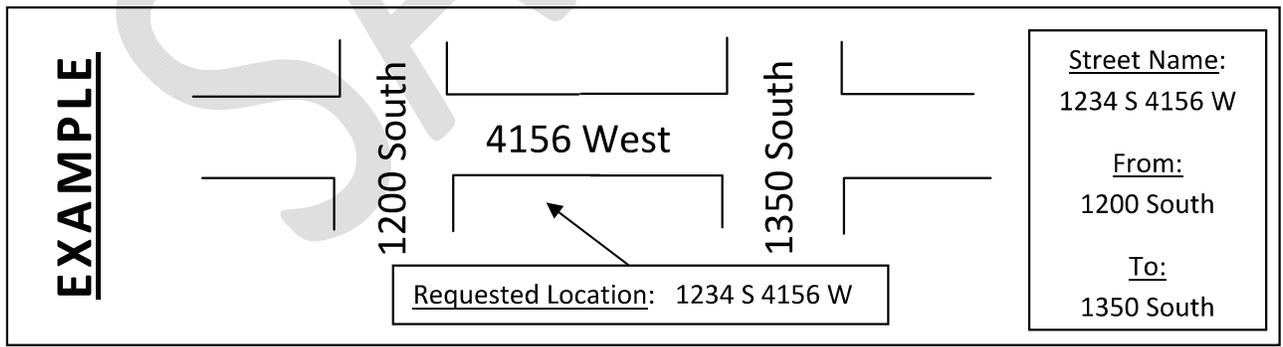
**Location Requested**

Please provide the approximate address to be considered. Indicate the name of the street to be considered and the boundaries of the street segment by identifying intersecting streets (from and to). Consideration will be given for only that described.

Requested Location: \_\_\_\_\_

Street Name: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_



Specific Action Requested: \_\_\_\_\_

---

How long has this traffic problem existed? \_\_\_\_\_

Is school traffic a factor in your traffic problem? YES  NO

Have you contacted the City before about your concerns? If yes explain Yes  NO

I understand that submitting this application does not guarantee approval for traffic calming and that such approval is subject to the discretion of the Neighborhood Traffic Calming Program Guidelines. I accept responsibility to serve as the contact person for this request.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

APPLICATION DEADLINE FOR FUNDING DURING THE NEXT BUDGET CYCLE IS THE  
**FIRST MONDAY IN NOVEMBER**

*For Office Use Only*

Application fee \$250 Date paid: \_\_\_\_\_

Recommends Traffic Study? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Application taken by: \_\_\_\_\_

Date(s) of Traffic Study: \_\_\_\_\_

Project Number: \_\_\_\_\_

Date(s) of Enforcement: \_\_\_\_\_

Date of Design Presentation: \_\_\_\_\_

Date Petition Received: \_\_\_\_\_

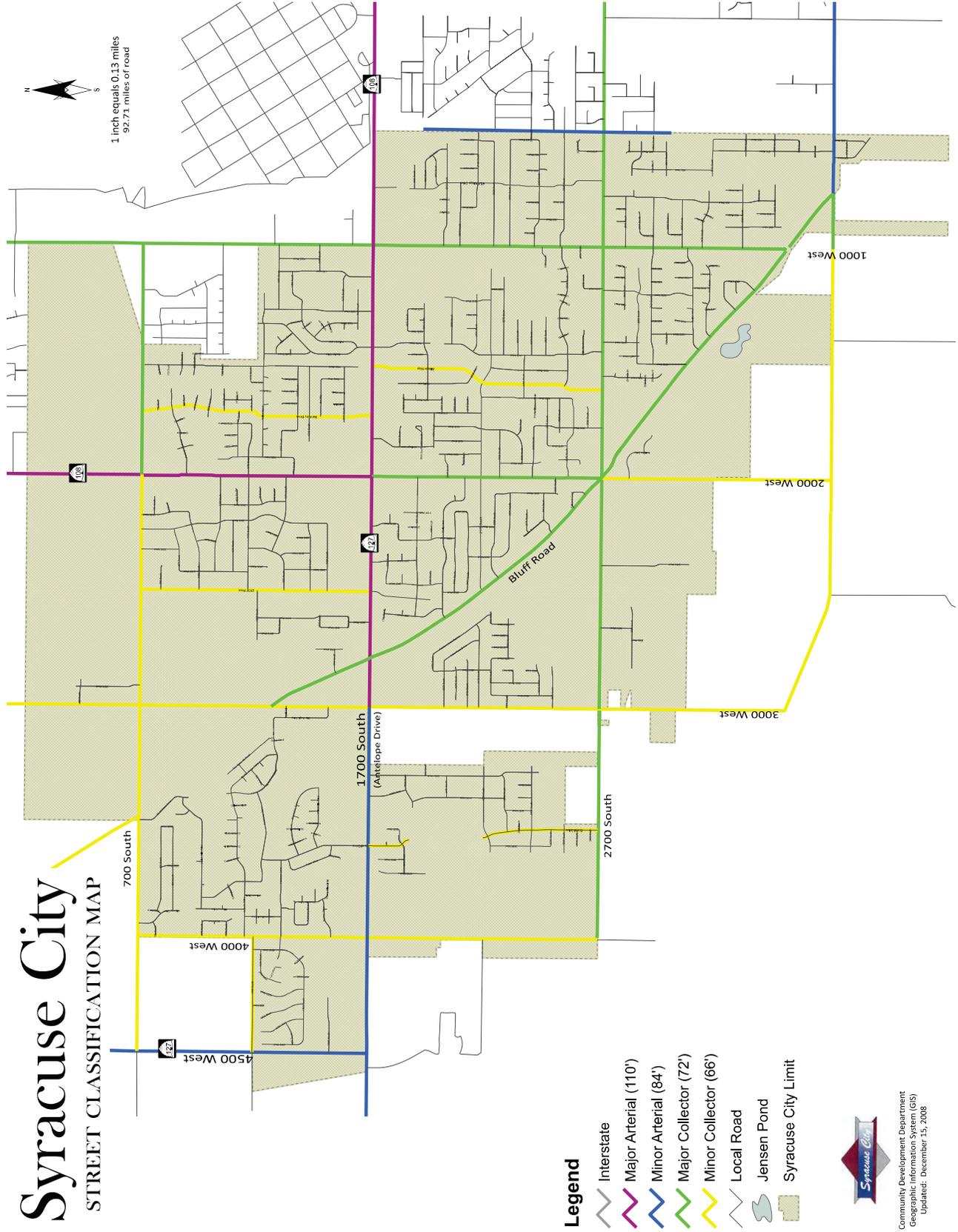
Date(s) Speed Trailer Deployed: \_\_\_\_\_

Date Measures Implemented: \_\_\_\_\_

APPENDIX C  
STREET CLASSIFICATION MAP

# Syracuse City

## STREET CLASSIFICATION MAP



### Legend

-  Interstate
-  Major Arterial (110')
-  Minor Arterial (84')
-  Major Collector (72')
-  Minor Collector (66')
-  Local Road
-  Jensen Pond
-  Syracuse City Limit

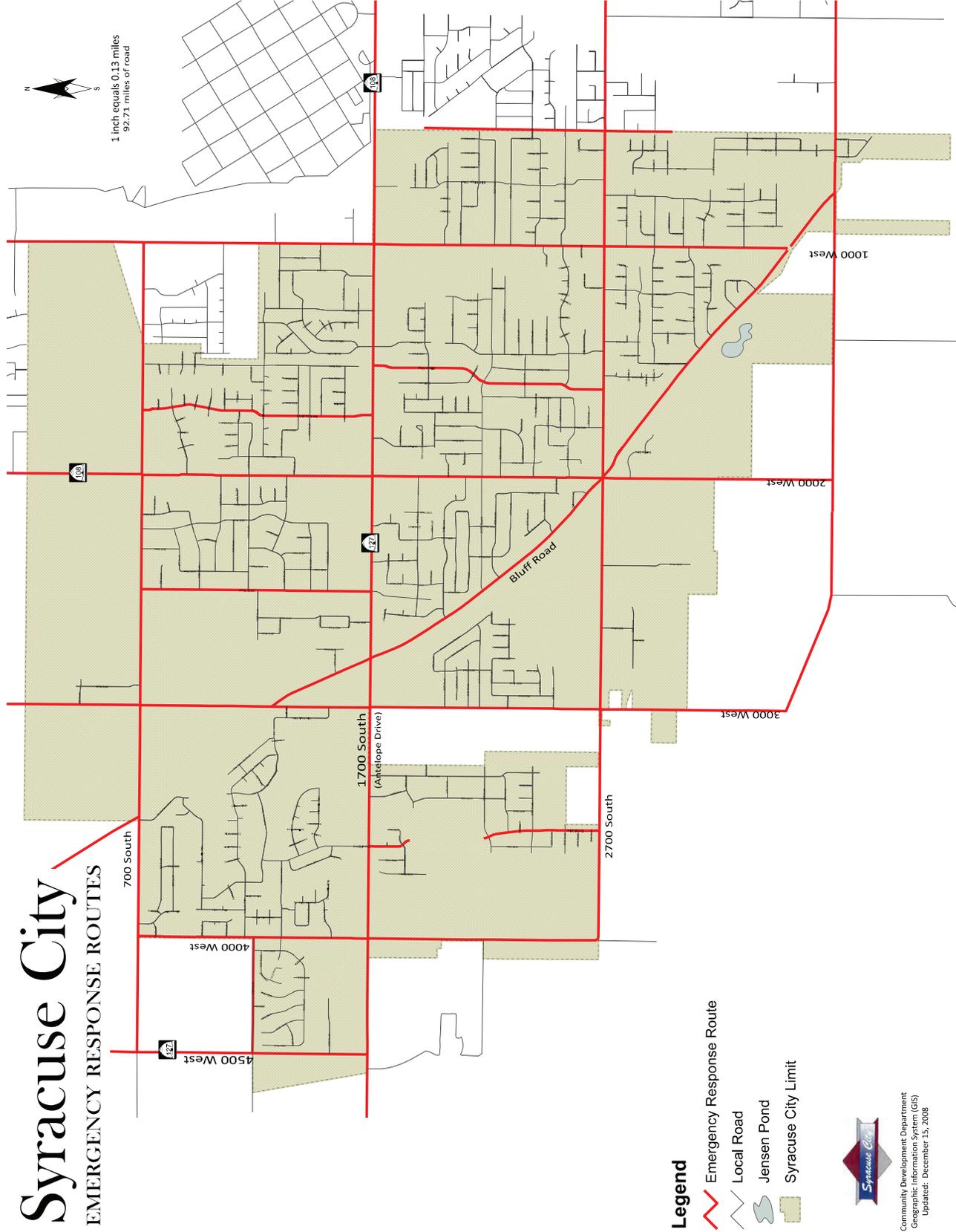


# APPENDIX D

## EMERGENCY RESPONSE MAP

# Syracuse City

## EMERGENCY RESPONSE ROUTES



### Legend

- Emergency Response Route
- Local Road
- Jensen Pond
- Syracuse City Limit



Community Development Department  
Geographic Information System (GIS)  
Updated: December 15, 2008

# APPENDIX E

NEIGHBORHOOD TRAFFIC CALMING PROGRAM  
LEVEL I MEASURES

## **NEIGHBORHOOD TRAFFIC CALMING PROGRAM**

### **LEVEL I MEASURES**

Level I measures would emphasize to residents important traffic safety issues and give instructions for driving safely in accordance with the rules of the road.

#### **NEIGHBORHOOD EDUCATION BROCHURE**

Provides information describing techniques the City can use to help address traffic issues and educate the residents to be more aware of driving habits. The Citizen Action Request Form provides a method for the residents to explain perceived problems and recommend solutions that staff can review, analyze, and implement. If implementation of the more conventional solutions(s) such as installation of striping, signs and pavement markings to solve the neighborhood concerns were not successful, the Neighborhood Speed Watch Program would be implemented.

#### **NEIGHBORHOOD TRAFFIC SAFETY CAMPAIGN**

A personalized newsletter is mailed to your neighborhood. The newsletter explains traffic volumes and speed study results in your area. Recommended traffic calming measures, along with information about traffic laws, pedestrian and bicycle safety are included in the neighborhood newsletter. The goal is to heighten traffic safety awareness within the neighborhood. Many of the inattentive drivers who cause the majority of the neighborhood traffic problems live in the immediate area.

#### **SIGNAGE**

Posting appropriate traffic control signs may include speed limit, parking, dead-end, school signs, etc.

#### **PAVEMENT MARKINGS**

Painting legends and other markings on neighborhood roadways can also be a solution. Pavement markings can include centerlines, fog lines, school crossings, and speed limits.

#### **BRUSH TRIMS**

Sight distance is improved when brush is trimmed and vegetation is cleared by homeowners or City crews.

#### **TARGET ENFORCEMENT**

Increased enforcement by the Syracuse City Police Department's can be a recommended solution.

#### **NEIGHBORHOOD SPEED WATCH**

In addition, Redmond Police offer the Neighborhood Speed Watch Program. Residents who participate in Neighborhood Speed Watch are trained by police staff to use radar equipment to record vehicular speed. Records are turned over to Syracuse Staff, who contact by letter the registered owners of those vehicles

found traveling above the posted neighborhood speed limit. These letters are not citations, but serve to remind violators about the posted speed limit and the concern for community safety.

**RADAR SPEED TRAILER**

A portable trailer equipped with a radar unit detects the speed of passing vehicles and displays it on a digital reader board. This device shows drivers their "actual" speed versus the posted speed limit. This information helps to promote compliance with the posted speed.

# APPENDIX F

NEIGHBORHOOD TRAFFIC CALMING PROGRAM  
LEVEL II TECHNIQUES

## LEVEL II TRAFFIC CALMING TECHNIQUES

The physical traffic measures referred to in this appendix includes a combination of vertical and horizontal deflections in the road as well as obstruction and traffic regulations. Examples of these measures include speed humps, traffic circles, curb extensions and diverters. These measures used alone or in various combinations and implemented properly can be effective in reducing motor vehicle speeds, reducing traffic volume, and reducing conflicts between road users and thereby improving the immediate environment. The installation of traffic calming devices is subject to the approval of Syracuse City.

### WHY STOP SIGNS AND CHILDREN AT PLAY SIGNS ARE NOT USED FOR TRAFFIC CALMING

A common request to address speeding in neighborhoods is the installation of Stop signs. This may seem like an easy way to reduce vehicle speeds, however, Stop signs used for traffic calming can actually create a less desirable situation.



Stop signs that are used as a traffic-calming measure can cause high incidences of drivers intentionally violating the stop and other traffic-related issues. When vehicles do stop, the speed reduction is often only effective in the immediate area, since motorist will then increase their speed to make up for lost time. This can result in increased mid-block speeds. There is often an increase in rear-end collisions near the inappropriate Stop sign, frequently called “cluster” accidents. In order to avoid the extra stops and starts on streets with these Stop signs, there can be a redistribution of traffic to adjacent streets.

For these reasons, the Syracuse City does not list Stop signs as an effective traffic calming measure. Instead, the City uses Stop signs to improve safety at intersections where traffic volumes or accidents warrant their installation.

Another common request in neighborhoods is the installation of “Children at Play” signs. National and statewide traffic studies have shown that “Children at Play” signs are not effective in increasing a driver’s attention to the point of reducing vehicle speeds or reducing pedestrian accidents. In fact, placement of these signs can increase the potential for accidents by conveying to children and parents that the area is safe for children.



For these reasons, the Syracuse City does not use “Children at Play” signs and we encourage parents and/or guardians to find alternative play areas for children, such as a backyard or local parks.

### NOT ACCEPTED CALMING DEVICES IN THE SYRACUSE CITY NEIGHBORHOOD TRAFFIC CALMING PROGRAM ARE:

- \*Speed Humps\*
- \*Rumble Strips\*

## ACCEPTABLE TRAFFIC CALMING MEASURES

### I. VOLUME CONTROL MEASURES

The primary purpose of volume control measures is to discourage or eliminate cut-through traffic. When a detour through a residential neighborhood allows motorists to avoid traffic, save time, or shorten their travel distance, they will use the residential cut-through as their normal route of travel. The traffic calming tools that have proven to be successful in diverting traffic and reducing cut-through traffic include:

- Half street closures;
- Median barriers; and
- Forced turn islands.

#### HALF STREET CLOSURES



Half street closures consist of constructed obstructions to block one side of the street. One direction of traffic is diverted to another route. Half closures are often called partial closures or one-way closures.

##### APPLICATIONS:

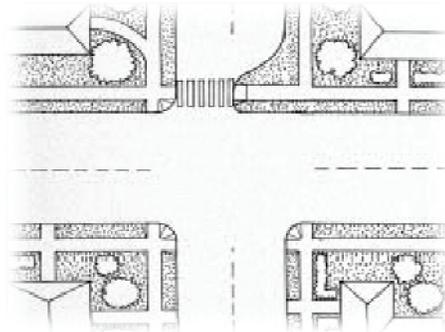
- Neighborhoods locations with non-local traffic volume problems

##### ADVANTAGES:

- May reduce both speeds and volumes
- Can have positive aesthetic value
- Increase pedestrian safety.

##### DISADVANTAGES:

- Increase emergency response times
- May increase traffic volumes on adjacent streets
- Create circuitous routes for local residents and emergency vehicle services



#### MEDIAN BARRIERS

Median barriers are raised islands located in the middle of a street and continuing through an intersection. Median barriers are implemented to block cut-through movement of motor vehicle traffic at a cross street. Median barriers can block left turning motorists, which can benefit pedestrians. They are also called median diverters or island diverters

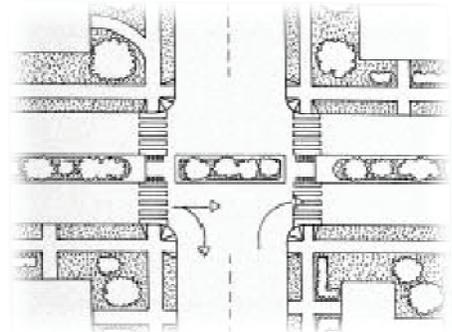


**APPLICATIONS:**

- Neighborhoods locations with non-local traffic volume problems

**ADVANTAGES:**

- May reduce both speeds and volumes
- People with mobility impairments benefit from divided and decreased crossing distances due to the presence of a pedestrian refuge in the center of the street
- Can have positive aesthetic value



**DISADVANTAGES:**

- Increase emergency response times
- May increase traffic volumes on adjacent streets
- Create circuitous routes for local residents and emergency vehicle services



**FORCE TURN ISLANDS**

Force Turn Islands or known as turn channelization, pork chops, or right turn islands which prohibit certain vehicle turning movements.

**APPLICATIONS:**

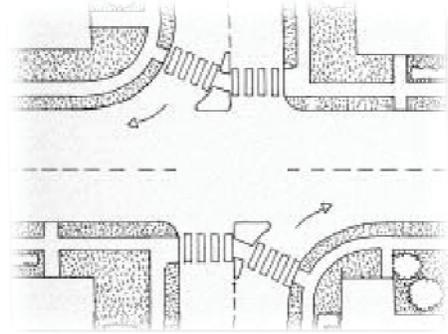
- Neighborhoods locations with non-local traffic volume problems

**ADVANTAGES:**

- May reduce both speeds and volumes
- Can have positive aesthetic value
- Increase pedestrian safety.

**DISADVANTAGES:**

- Increase emergency response times
- May increase traffic volumes on adjacent streets
- Create circuitous routes for local residents and emergency vehicle services



**II. SPEED CONTROL MEASURES**

**SPEED CUSHIONS**

***\*TEMPORARY ONLY\****



Speed cushions consist of either recycled rubber or asphalt, raised about 3 inches in height. The length of the cushion is about 10 ft. The spaces between the cushions allow emergency vehicles to partially straddle the device.

**APPLICATIONS:**

Locations where very low speeds are desired and reasonable, and noise and fumes are not a major concern.

**ADVANTAGES:**

- Reduces vehicle speed
- More effective if used in a series at 300' to 500' spacing or in conjunction with other traffic calming devices
- Can reduce vehicular volumes
- No restrictions to on-street parking
- Does not restrict access to residents
- Requires minimum maintenance
- Minimal impact to emergency response times

**DISADVANTAGES:**

- May divert traffic to parallel streets that do not have traffic calming measures
- May increase emergency response times
- Not aesthetically pleasing

**RAISED CROSSWALKS / SPEED TABLES**

Raised crosswalks are flat-topped speed humps often constructed with brick or textured materials on the flat section with crosswalk markings and signage to channel pedestrian crossings. They provide

pedestrians with a level street crossing and by raising the level of crossing pedestrians they are more visible to approaching motorist. When there is no pedestrian crossing marked, Raised Crosswalks are called Speed Tables.



**APPLICATIONS:**

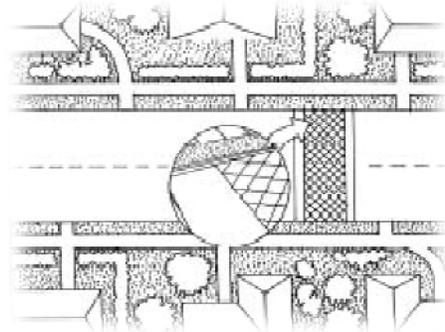
Locations where pedestrian crossings occur at unexpected locations and vehicle speeds are excessive.

**ADVANTAGES:**

- Improve safety for both pedestrians and vehicles
- Can have positive aesthetic value
- Effective in reducing speeds, though not to the extent of speed humps

**DISADVANTAGES:**

- Increases emergency response times
- Textured materials, if used, can be expensive
- Impacts on drainage should be considered
- May increase noise and air pollution
- Difficulty in snow removal



**RAISED INTERSECTIONS**

Raised intersections are flat raised areas covering an entire intersection, with ramps on all approaches and often with bricks or other textured materials on the flat sections. They usually rise to the level of the sidewalk, or slightly below to provide a “lip” that is detectable by the visually impaired. By modifying the level of the intersection, the crosswalks are more readily perceived by motorists to be “pedestrian territory.”

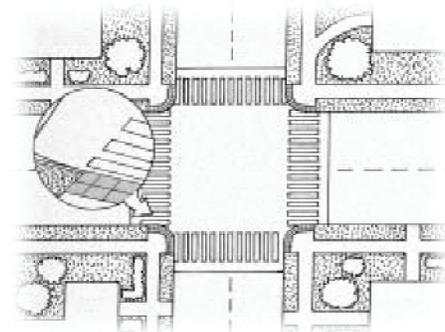
**APPLICATIONS:**

- Intersections with substantial pedestrian activity
- Areas where other traffic-calming measures would be unacceptable because they take away scarce parking spaces

**ADVANTAGES:**

- Improve safety for both pedestrians and vehicles
- Can have positive aesthetic value
- Can calm two streets at once

**DISADVANTAGES:**



- Increases emergency response times
- Tends to be expensive, varying by materials used
- Impact to drainage needs should be considered
- Less effective in reducing speeds than speed humps or raised crosswalks

## ROUNDABOUTS



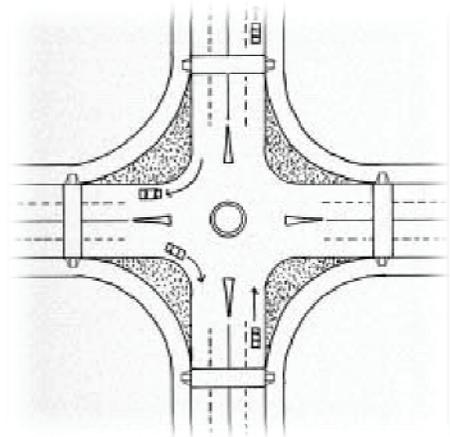
Roundabouts require vehicles to circulate counterclockwise around a center island. Roundabouts may eliminate the need for traffic signals for motorists. Unlike many other forms of traffic calming, roundabout benefits are aimed primarily at motorists. The installation of roundabouts prioritizes improving traffic flow, maximizing vehicular capacity, and eliminating the need for stop signs and traffic signals. When designed correctly, roundabouts include raised splitter islands to channel incoming traffic approaching from the right.

### APPLICATIONS:

Calming intersections, especially within neighborhoods where larger vehicles, speeds, volumes and safety are problems

### ADVANTAGES:

- Roundabouts are very effective in moderating speeds and improving safety
- Can have positive aesthetic value
- Can calm two streets at once
- Designed to accommodate wider range of vehicles



### DISADVANTAGES:

- Can increase emergency response times
- Additional right-of-way will likely be needed
- May require the elimination of some on street parking
- Landscaping must be maintained, either by the residents or by municipality
- Expensive to install

## TRAFFIC CIRCLES



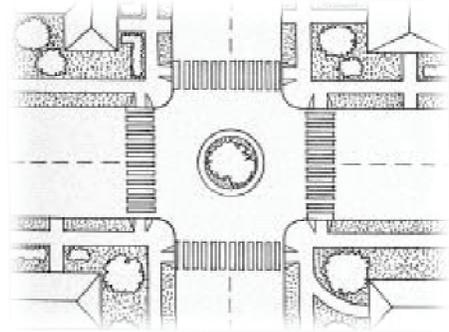
Traffic Circles are raised islands, placed in intersections, around which traffic circulates. They are designed according to the existing geometry of each intersection and sized to accommodate the passage of an emergency vehicle.

### APPLICATIONS:

- Calming intersections, especially within neighborhoods where large vehicles are not a major concern, but speeds, volumes and safety are problems

### ADVANTAGES:

- Traffic circles are very effective in moderating speeds and improving safety
- Can have positive aesthetic value
- Can calm two streets at once



### DISADVANTAGES:

- Difficult for large vehicles (such as fire trucks) to circumnavigate
- May require the elimination of some on street parking
- Landscaping must be maintained, either by the residents or by municipality
- Expensive to install

## CHICANES



Chicanes are curb extensions that alternate from one side of the street to the other, forming S-shaped curves. Chicane can also be created by alternating on street parking, either diagonally or parallel, between one side of the street and the other. Each parking bay can be created either by restriping the roadway or by installing raised landscaping islands at the end of each parking bay.

### APPLICATIONS:

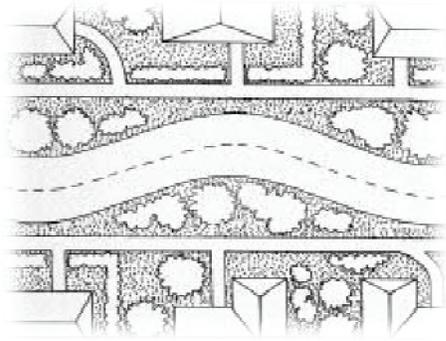
- Locations where speeds are a problem but noise associated with the speed humps and related measures would be unacceptable

### ADVANTAGES:

- Discourage high speeds by forcing a change in path or direction
- Easily negotiable by large vehicles (such as fire trucks)

**DISADVANTAGES:**

- Must be designed carefully to discourage drivers from deviating out of the appropriate lane
- Curb realignment and landscaping can be costly, especially if there are drainage issues
- May require the elimination of some on-street parking



**CENTER ISLAND NARROWINGS**



A center island narrowing is a raised island located along the centerline of a street that narrows the travel lanes at that location. Center islands Narrowings are often landscaped to provide a visual amenity. Placed at the entrance to a neighborhood, and often combined with a textured pavement, they are often called “gateway islands.” Fitted

with a gap to allow pedestrians to walk through at the crosswalk, they are also referred to as “pedestrian refuges.” Center island narrowings are also found to be very effective in reducing speeds around curves. Other names for center island narrowings include midblock medians, median slow points, or median chokers

**APPLICATIONS:**

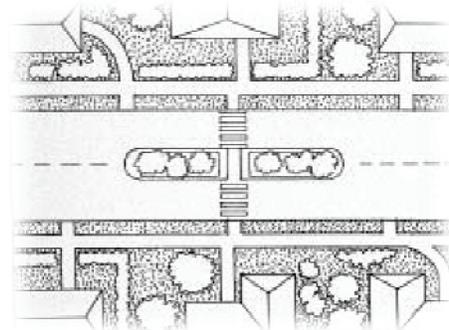
- Entrances to residential areas
- Wide street where pedestrians need to cross
- Curves

**ADVANTAGES:**

- Increase pedestrian safety
- Can have positive aesthetic value
- May reduce traffic volumes

**DISADVANTAGES:**

- Speed reduction effect is somewhat limited because vehicles do not have to alter their path.
- May require elimination of some on-street parking



## CHOKERS

Chokers are curb extensions at mid-block locations that narrow a street by widening the sidewalk or planting strip. If marked as crosswalks, they also known as safe crosses. Two-lane chokers leave the street cross-section with two lanes that are narrower than the normal cross section. One-lane chokers narrow the width to allow travel in only one direction at a time, operating similarly to one-lane bridges.

### APPLICATIONS:

Areas with substantial speed problems and no on-street parking shortage

### ADVANTAGES:

- Easily negotiable by large vehicles (such as fire trucks)
- Can have positive aesthetic value
- May reduce both speeds and volumes



### DISADVANTAGES:

- Speed reduction effect is somewhat limited because vehicles do not have to alter their path
- May require bicyclist to briefly merge with vehicular traffic
- May require the elimination of some on-street parking



# APPENDIX G

NEIGHBORHOOD TRAFFIC CALMING PROGRAM  
FAQ'S  
(FREQUENTLY ASKED QUESTIONS)

## NEIGHBORHOOD TRAFFIC CALMING PROGRAM

### FAQ

**Q: *What is "traffic calming"?***

A: Traffic calming is the use of roadway geometrics and other physical measures to reduce unwanted effects of vehicular traffic, including excessive speeds, volumes (number of cars), and noise.

**Q: *What types of roadway geometrics or physical measures are used by Syracuse City?***

A: The City will consider using, the following types of traffic calming measures: half street closures, median barriers, forced turn islands, speed cushions, speed tables, raised intersections, roundabouts, traffic circles, chicanes, center island narrowings, & chokers. "Dips", or valley gutters, are installed only for drainage purposes and will not be installed for traffic calming purposes, due to significant impacts on emergency vehicle response time. Speed humps and rumble strips are not recommended devices in this policy.

**Q: *Are certain traffic calming measures better than others?***

A: There isn't one method that is "best"; each measure has its pros and cons. Moreover, it depends on whether the desired effect is to reduce volume or to reduce speed.

Measures such as diverters or road closures primarily attempt to reduce traffic volumes along a local street. Measures such as speed tables and "chokers" attempt to reduce vehicle speeds. Some of these measures are at least partially successful at reducing both speeds and volumes.

In general, the more restrictive the measure (e.g., speed tables, diverters, road closures), the greater effect it will have on reducing speeds or volumes, but it will also have a negative impact on those vehicles that may need to exceed the speed limit - for example, emergency vehicles. Also, the measures apply to everyone, so that residents are subjected to the same restrictions that are placed on the offending drivers. Drivers who do obey the speed limit may resent the more restrictive measures, and may complain that they are being penalized for the actions of a minority.

Less restrictive measures (such as medians, traffic circles, and curb-outs) have a less pronounced effect on reducing overall speeds or volumes, but do not have as adverse an impact upon emergency vehicles.

**Q: *What is the "85th Percentile Speed"?***

A: The 85th percentile speed is the most common measure that traffic engineers use when trying to describe the speed of a group of vehicles; for example, all cars traveling northbound on 1500 West at 3200 South over a 24 hour period. Rather than an "average speed" of the pack, it is the speed that 85% of the cars are traveling at or below.

It is important to remember that 15% of the measured speeds are faster than this value, so that even though a street has an 85th percentile speed of (say) 25 MPH, it doesn't mean that there are not some cars traveling 45 MPH or more.

**Q: *How do I request traffic calming for my street?***

A: A homeowner's association or homeowner's group consisting of at least three (3) separate occupied household residents within the general area must submit a Citizen Action Request application (CAR). This application can be downloaded from the Syracuse City website or picked up from the Syracuse City offices located at 1979 West 1900 South. The request must identify the perceived traffic problem and must include contact information for a representative (the requester) of the association / group. Individual citizens are not eligible to initiate projects for the Neighborhood Traffic Calming Program.

**Q: *Do residents who don't live on a street in question, but who use that same street to get to and from their house, get a "vote" in whether traffic calming devices are to be installed on that street?***

A: No. People who regularly traverse a street, but don't live on it, are far less likely to vote "Yes" regarding installation of devices that will force them to drive the speed limit. They do not live on the street, and therefore have no motivation to solve the speeding or cut-through traffic problems.

By contrast, people who live on the street in question have to deal with adverse traffic problems 24 hours a day, 7 days a week. They have more of a stake in this process, and they are the ones who must make a decision: whether they are willing to trade personal inconvenience for slower (or less) traffic on their street.

**Q: *Why all of this red tape? Since we have a problem, why can't the City just come out and install the devices? Why can't we just circulate a petition, and if everyone on our street wants them, the City will come out and install them?***

A: Syracuse City has an established a set of guidelines or criteria in which these requests can be accurately be evaluated or even warrant for such calming devices. The City has limited available funding set aside for traffic calming, thus the City has to look at each request case by case and then rate them by priority and severity. A neighborhood can elect to pay for 100% of the cost to construct the approved device as long as it has been warranted through the guidelines of the Neighborhood Traffic Calming program.

# APPENDIX H

## RESOLUTIONS

# APPENDIX G – SYRACUSE COST ESTIMATES



| Project Summary (All Projects) |                                                                          |                     |                |                 |                     |  |
|--------------------------------|--------------------------------------------------------------------------|---------------------|----------------|-----------------|---------------------|--|
| Project                        | Location                                                                 | Total Price         | Funding Source | Syracuse City % | Syracuse City Total |  |
| 1                              | SR-198 Extension: 2000 West to 4000 West                                 | \$21,690,000        | UDOT           | 0%              | \$0                 |  |
| 2                              | 2500 West Extension: 700 South to SR-198                                 | \$1,860,000         | City           | 8%              | \$160,000           |  |
| 3                              | 3250 West: 700 South to SR-198                                           | \$1,260,000         | City           | 8%              | \$110,000           |  |
| 4                              | 450 South: 1550 West to 2000 West                                        | \$2,660,000         | City           | 25%             | \$670,000           |  |
| 5                              | 1200 South: Extension to 3000 West                                       | \$820,000           | City           | 8%              | \$70,000            |  |
| 6                              | Bluff Street Re-Route due to West Davis Corridor (New Portion)           | \$2,230,000         | UDOT           | 0%              | \$0                 |  |
| 7                              | 2200 South Extension: End of Existing to 4000 West                       | \$1,150,000         | City           | 8%              | \$100,000           |  |
| 8                              | Doral Drive Connection: 2200 South to 2050 South                         | \$550,000           | City           | 8%              | \$50,000            |  |
| 9                              | 3000 South: 3000 West to 2400 West (New Alignment)                       | \$1,650,000         | City           | 8%              | \$140,000           |  |
| 10                             | 2400 West: 3000 South to City Boundary                                   | \$1,920,000         | City           | 8%              | \$160,000           |  |
| 11                             | 1475 West Connection: 1950 South to 2050 South                           | \$190,000           | City           | 8%              | \$20,000            |  |
| 12                             | 500 West (3700 West Layton) Extension to 1700 South (Syracuse Portion)   | \$1,030,000         | City/WFRC      | 8%              | \$80,000            |  |
| 13                             | 500 West (3700 West Layton): 2000 South to 3000 South (Syracuse Portion) | \$4,880,000         | City           | 100%            | \$4,880,000         |  |
| 14                             | 1000 West: SR-198 to Bluff Street (Syracuse Portion)                     | \$8,580,000         | City           | 100%            | \$8,580,000         |  |
| 15                             | 2000 West: SR-198 to 1700 South                                          | \$9,340,000         | UDOT           | 0%              | \$0                 |  |
| 16                             | 2000 West: 1700 South to 2700 South                                      | \$4,750,000         | City           | 100%            | \$4,750,000         |  |
| 17                             | Bluff Street: 1770 South to 1000 West                                    | \$12,140,000        | City           | 100%            | \$12,140,000        |  |
| 18                             | 1700 South: 3000 West to 2000 West                                       | \$5,410,000         | UDOT           | 0%              | \$0                 |  |
| 19                             | Bluff Street: Connection to Layton Parkway                               | \$2,660,000         | City           | 25%             | \$670,000           |  |
| 20                             | Bluff Street & Gentile Street: 1000 West to 500 West (3700 West Layton)  | \$4,230,000         | City/WFRC      | 8%              | \$340,000           |  |
| 21                             | Roundabout: 3000 West & 700 South                                        | \$380,000           | City           | 100%            | \$380,000           |  |
| 22                             | Signal: 500 West & 2700 South                                            | \$270,000           | City           | 100%            | \$270,000           |  |
| 23                             | Roundabout: Gentile Street & Bluff Street                                | \$380,000           | City           | 100%            | \$380,000           |  |
| 24                             | Roundabout: 3000 West & 2700 South                                       | \$380,000           | City           | 100%            | \$380,000           |  |
| 25                             | Roundabout: 4000 West & 700 South                                        | \$380,000           | City           | 100%            | \$380,000           |  |
| <b>Total</b>                   |                                                                          | <b>\$90,790,000</b> |                |                 | <b>\$34,710,000</b> |  |

| Project Summary (10 Year Projects) |                                                                         |                     |                |                 |                     |  |
|------------------------------------|-------------------------------------------------------------------------|---------------------|----------------|-----------------|---------------------|--|
| Project                            | Location                                                                | Total Price         | Funding Source | Syracuse City % | Syracuse City Total |  |
| 1                                  | SR-198 Extension: 2000 West to 4000 West                                | \$21,690,000        | UDOT           | 0%              | \$0                 |  |
| 2                                  | 2500 West Extension: 700 South to SR-198                                | \$1,860,000         | City           | 8%              | \$160,000           |  |
| 4                                  | 450 South: 1550 West to 2000 West                                       | \$2,660,000         | City           | 25%             | \$670,000           |  |
| 5                                  | 1200 South: Extension to 3000 West                                      | \$820,000           | City           | 8%              | \$70,000            |  |
| 6                                  | Bluff Street Re-Route due to West Davis Corridor (New Portion)          | \$2,230,000         | UDOT           | 0%              | \$0                 |  |
| 12                                 | 500 West (3700 West Layton) Extension to 1700 South (Syracuse Portion)  | \$1,030,000         | City/WFRC      | 8%              | \$80,000            |  |
| 14                                 | 1000 West: SR-198 to Bluff Street (Syracuse Portion)                    | \$8,580,000         | City           | 100%            | \$8,580,000         |  |
| 15                                 | 2000 West: SR-198 to 1700 South                                         | \$9,340,000         | UDOT           | 0%              | \$0                 |  |
| 16                                 | 2000 West: 1700 South to 2700 South                                     | \$4,750,000         | City           | 100%            | \$4,750,000         |  |
| 18                                 | 1700 South: 3000 West to 2000 West                                      | \$5,410,000         | UDOT           | 0%              | \$0                 |  |
| 20                                 | Bluff Street & Gentile Street: 1000 West to 500 West (3700 West Layton) | \$4,230,000         | City/WFRC      | 8%              | \$340,000           |  |
| 21                                 | Roundabout: 3000 West & 700 South                                       | \$380,000           | City           | 100%            | \$380,000           |  |
| <b>Total</b>                       |                                                                         | <b>\$62,980,000</b> |                |                 | <b>\$15,030,000</b> |  |

**Syracuse City**  
**Transportation Improvement Program (TIP)**  
**Unit Costs: With West Davis Corridor**

| Item                         | Unit | Unit Cost  |
|------------------------------|------|------------|
| Parkstrip                    | S.F. | \$1.00     |
| Removal of Existing Asphalt  | S.Y. | \$2.50     |
| Clearing and Grubbing        | Acre | \$2,000.00 |
| Roadway Excavation           | C.Y. | \$10.50    |
| HMA Concrete                 | Ton  | \$60.00    |
| Untreated Base Course        | C.Y. | \$15.00    |
| Granular Borrow              | C.Y. | \$40.00    |
| Curb and Gutter (2.5' width) | L.F. | \$11.50    |
| Sidewalk (4' width)          | L.F. | \$25.00    |
| Drainage                     | L.F. | \$80.00    |
| Right of Way                 | S.F. | \$15.00    |
|                              |      |            |
| Bridge/Culvert               | S.F. | \$225.00   |
| Traffic Signal               | Each | \$180,000  |

|             |     |
|-------------|-----|
| Contingency | 25% |
|-------------|-----|

|              |     |
|--------------|-----|
| Mobilization | 10% |
|--------------|-----|

|                             |    |
|-----------------------------|----|
| Preconstruction Engineering | 8% |
| Construction Engineering    | 8% |



**Syracuse City  
Transportation Master Plan**

**SR-198 Extension: 2000 West to 4000 West**

Arterial

**Costs**

| Item                         | Unit | Unit Cost | Quantity | Cost                |
|------------------------------|------|-----------|----------|---------------------|
| Parkstrip                    | S.F. | \$1.00    | 72,000   | \$72,000            |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 53,333   | \$133,333           |
| Clearing and Grubbing        | Acre | \$2,000   | 13.77    | \$27,548            |
| Roadway Excavation           | C.Y. | \$10.50   | 51,111   | \$536,667           |
| HMA Concrete                 | Ton  | \$60.00   | 10,695   | \$641,700           |
| Untreated Base Course        | C.Y. | \$15.00   | 13,630   | \$204,444           |
| Granular Borrow              | C.Y. | \$40.00   | 23,852   | \$954,074           |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 24,000   | \$276,000           |
| Sidewalk (4' width)          | L.F. | \$25.00   | 24,000   | \$600,000           |
| Drainage                     | L.F. | \$80.00   | 24,000   | \$1,920,000         |
| Right of Way                 | S.F. | \$15.00   | 600,000  | \$9,000,000         |
|                              |      |           |          |                     |
| Bridge/Culvert               | S.F. | \$225.00  | 0        | \$0                 |
| Traffic Signal               | Each | \$180,000 | 0        | \$0                 |
| <b>Subtotal</b>              |      |           |          | <b>\$14,365,767</b> |

|             |     |             |
|-------------|-----|-------------|
| Contingency | 25% | \$3,591,442 |
|-------------|-----|-------------|

|              |     |             |
|--------------|-----|-------------|
| Mobilization | 10% | \$1,436,577 |
|--------------|-----|-------------|

|                             |    |             |
|-----------------------------|----|-------------|
| Preconstruction Engineering | 8% | \$1,149,261 |
|-----------------------------|----|-------------|

|                          |    |             |
|--------------------------|----|-------------|
| Construction Engineering | 8% | \$1,149,261 |
|--------------------------|----|-------------|

|                            |                     |  |
|----------------------------|---------------------|--|
| <b>Total Project Costs</b> | <b>\$21,690,000</b> |  |
|----------------------------|---------------------|--|

|                                                        |            |
|--------------------------------------------------------|------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>0%</b>  |
|                                                        | <b>\$0</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City**  
**Transportation Master Plan**  
**2500 West Extension: 700 South to SR-198**

Collector

**Costs**

| Item                         | Unit | Unit Cost | Quantity | Cost               |
|------------------------------|------|-----------|----------|--------------------|
| Parkstrip                    | S.F. | \$1.00    | 21,600   | \$21,600           |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 12,000   | \$30,000           |
| Clearing and Grubbing        | Acre | \$2,000   | 0.37     | \$744              |
| Roadway Excavation           | C.Y. | \$10.50   | 1,250    | \$13,125           |
| HMA Concrete                 | Ton  | \$60.00   | 262      | \$15,694           |
| Untreated Base Course        | C.Y. | \$15.00   | 333      | \$5,000            |
| Granular Borrow              | C.Y. | \$40.00   | 583      | \$23,333           |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 5,400    | \$62,100           |
| Sidewalk (4' width)          | L.F. | \$25.00   | 5,400    | \$135,000          |
| Drainage                     | L.F. | \$80.00   | 5,400    | \$432,000          |
| Right of Way                 | S.F. | \$15.00   | 16,200   | \$243,000          |
| House Acquisition            | Each | \$250,000 | 1        | \$250,000          |
| Bridge/Culvert               | S.F. | \$225.00  | 0        | \$0                |
| Traffic Signal               | Each | \$180,000 | 0        | \$0                |
| <b>Subtotal</b>              |      |           |          | <b>\$1,231,596</b> |

|             |     |           |
|-------------|-----|-----------|
| Contingency | 25% | \$307,899 |
|-------------|-----|-----------|

|              |     |           |
|--------------|-----|-----------|
| Mobilization | 10% | \$123,160 |
|--------------|-----|-----------|

|                             |    |          |
|-----------------------------|----|----------|
| Preconstruction Engineering | 8% | \$98,528 |
| Construction Engineering    | 8% | \$98,528 |

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$1,860,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |                  |
|--------------------------------------------------------|------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>8%</b>        |
|                                                        | <b>\$160,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granual Borrow Thickness (in) =        | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City**  
**Transportation Master Plan**  
**3250 West: 700 South to SR-198**

Collector

**Costs**

| Item                         | Unit | Unit Cost | Quantity        | Cost             |
|------------------------------|------|-----------|-----------------|------------------|
| Parkstrip                    | S.F. | \$1.00    | 18,400          | \$18,400         |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 10,222          | \$25,556         |
| Clearing and Grubbing        | Acre | \$2,000   | 0.32            | \$634            |
| Roadway Excavation           | C.Y. | \$10.50   | 1,065           | \$11,181         |
| HMA Concrete                 | Ton  | \$60.00   | 223             | \$13,369         |
| Untreated Base Course        | C.Y. | \$15.00   | 284             | \$4,259          |
| Granular Borrow              | C.Y. | \$40.00   | 497             | \$19,877         |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 4,600           | \$52,900         |
| Sidewalk (4' width)          | L.F. | \$25.00   | 4,600           | \$115,000        |
| Drainage                     | L.F. | \$80.00   | 4,600           | \$368,000        |
| Right of Way                 | S.F. | \$15.00   | 13,800          | \$207,000        |
|                              |      |           |                 |                  |
| Bridge/Culvert               | S.F. | \$225.00  | 0               | \$0              |
| Traffic Signal               | Each | \$180,000 | 0               | \$0              |
|                              |      |           | <b>Subtotal</b> | <b>\$836,174</b> |

|             |     |           |
|-------------|-----|-----------|
| Contingency | 25% | \$209,044 |
|-------------|-----|-----------|

|              |     |          |
|--------------|-----|----------|
| Mobilization | 10% | \$83,617 |
|--------------|-----|----------|

|                             |    |          |
|-----------------------------|----|----------|
| Preconstruction Engineering | 8% | \$66,894 |
| Construction Engineering    | 8% | \$66,894 |

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$1,260,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |                  |
|--------------------------------------------------------|------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>8%</b>        |
|                                                        | <b>\$110,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City**  
**Transportation Master Plan**  
**450 South: 1550 West to 2000 West**

Minor Arterial

**Costs**

| Item                         | Unit | Unit Cost | Quantity        | Cost               |
|------------------------------|------|-----------|-----------------|--------------------|
| Parkstrip                    | S.F. | \$1.00    | 25,000          | \$25,000           |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 11,111          | \$27,778           |
| Clearing and Grubbing        | Acre | \$2,000   | 1.38            | \$2,755            |
| Roadway Excavation           | C.Y. | \$10.50   | 4,861           | \$51,042           |
| HMA Concrete                 | Ton  | \$60.00   | 1,017           | \$61,031           |
| Untreated Base Course        | C.Y. | \$15.00   | 1,296           | \$19,444           |
| Granular Borrow              | C.Y. | \$40.00   | 2,269           | \$90,741           |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 5,000           | \$57,500           |
| Sidewalk (4' width)          | L.F. | \$25.00   | 5,000           | \$125,000          |
| Drainage                     | L.F. | \$80.00   | 5,000           | \$400,000          |
| Right of Way                 | S.F. | \$15.00   | 60,000          | \$900,000          |
|                              |      |           |                 |                    |
| Bridge/Culvert               | S.F. | \$225.00  | 0               | \$0                |
| Traffic Signal               | Each | \$180,000 | 0               | \$0                |
|                              |      |           | <b>Subtotal</b> | <b>\$1,760,291</b> |

|             |     |           |
|-------------|-----|-----------|
| Contingency | 25% | \$440,073 |
|-------------|-----|-----------|

|              |     |           |
|--------------|-----|-----------|
| Mobilization | 10% | \$176,029 |
|--------------|-----|-----------|

|                             |    |           |
|-----------------------------|----|-----------|
| Preconstruction Engineering | 8% | \$140,823 |
|-----------------------------|----|-----------|

|                          |    |           |
|--------------------------|----|-----------|
| Construction Engineering | 8% | \$140,823 |
|--------------------------|----|-----------|

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$2,660,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |                  |
|--------------------------------------------------------|------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>25%</b>       |
|                                                        | <b>\$670,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granual Borrow Thickness (in) =        | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City**  
**Transportation Master Plan**  
**1200 South: Extension to 3000 West**

Collector

**Costs**

| Item                         | Unit | Unit Cost | Quantity | Cost             |
|------------------------------|------|-----------|----------|------------------|
| Parkstrip                    | S.F. | \$1.00    | 12,000   | \$12,000         |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 6,667    | \$16,667         |
| Clearing and Grubbing        | Acre | \$2,000   | 0.21     | \$413            |
| Roadway Excavation           | C.Y. | \$10.50   | 694      | \$7,292          |
| HMA Concrete                 | Ton  | \$60.00   | 145      | \$8,719          |
| Untreated Base Course        | C.Y. | \$15.00   | 185      | \$2,778          |
| Granular Borrow              | C.Y. | \$40.00   | 324      | \$12,963         |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 3,000    | \$34,500         |
| Sidewalk (4' width)          | L.F. | \$25.00   | 3,000    | \$75,000         |
| Drainage                     | L.F. | \$80.00   | 3,000    | \$240,000        |
| Right of Way                 | S.F. | \$15.00   | 9,000    | \$135,000        |
|                              |      |           |          |                  |
| Bridge/Culvert               | S.F. | \$225.00  | 0        | \$0              |
| Traffic Signal               | Each | \$180,000 | 0        | \$0              |
| <b>Subtotal</b>              |      |           |          | <b>\$545,331</b> |

|             |     |           |
|-------------|-----|-----------|
| Contingency | 25% | \$136,333 |
|-------------|-----|-----------|

|              |     |          |
|--------------|-----|----------|
| Mobilization | 10% | \$54,533 |
|--------------|-----|----------|

|                             |    |          |
|-----------------------------|----|----------|
| Preconstruction Engineering | 8% | \$43,626 |
| Construction Engineering    | 8% | \$43,626 |

|                            |                  |  |
|----------------------------|------------------|--|
| <b>Total Project Costs</b> | <b>\$820,000</b> |  |
|----------------------------|------------------|--|

|                                                        |                 |
|--------------------------------------------------------|-----------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>8%</b>       |
|                                                        | <b>\$70,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City  
Transportation Master Plan**

**Bluff Street Re-Route due to West Davis Corridor (New Portion)**

Minor Arterial

**Costs**

| Item                         | Unit | Unit Cost | Quantity        | Cost               |
|------------------------------|------|-----------|-----------------|--------------------|
| Parkstrip                    | S.F. | \$1.00    | 21,000          | \$21,000           |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 9,333           | \$23,333           |
| Clearing and Grubbing        | Acre | \$2,000   | 1.16            | \$2,314            |
| Roadway Excavation           | C.Y. | \$10.50   | 4,083           | \$42,875           |
| HMA Concrete                 | Ton  | \$60.00   | 854             | \$51,266           |
| Untreated Base Course        | C.Y. | \$15.00   | 1,089           | \$16,333           |
| Granular Borrow              | C.Y. | \$40.00   | 1,906           | \$76,222           |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 4,200           | \$48,300           |
| Sidewalk (4' width)          | L.F. | \$25.00   | 4,200           | \$105,000          |
| Drainage                     | L.F. | \$80.00   | 4,200           | \$336,000          |
| Right of Way                 | S.F. | \$15.00   | 50,400          | \$756,000          |
|                              |      |           |                 |                    |
| Bridge/Culvert               | S.F. | \$225.00  | 0               | \$0                |
| Traffic Signal               | Each | \$180,000 | 0               | \$0                |
|                              |      |           | <b>Subtotal</b> | <b>\$1,478,644</b> |

|             |     |           |
|-------------|-----|-----------|
| Contingency | 25% | \$369,661 |
|-------------|-----|-----------|

|              |     |           |
|--------------|-----|-----------|
| Mobilization | 10% | \$147,864 |
|--------------|-----|-----------|

|                             |    |           |
|-----------------------------|----|-----------|
| Preconstruction Engineering | 8% | \$118,292 |
|-----------------------------|----|-----------|

|                          |    |           |
|--------------------------|----|-----------|
| Construction Engineering | 8% | \$118,292 |
|--------------------------|----|-----------|

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$2,230,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |            |
|--------------------------------------------------------|------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>0%</b>  |
|                                                        | <b>\$0</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granual Borrow Thickness (in) =        | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City  
Transportation Master Plan**

**2200 South Extension: End of Existing to 4000 West**

Collector

**Costs**

| Item                         | Unit | Unit Cost | Quantity | Cost             |
|------------------------------|------|-----------|----------|------------------|
| Parkstrip                    | S.F. | \$1.00    | 16,800   | \$16,800         |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 9,333    | \$23,333         |
| Clearing and Grubbing        | Acre | \$2,000   | 0.29     | \$579            |
| Roadway Excavation           | C.Y. | \$10.50   | 972      | \$10,208         |
| HMA Concrete                 | Ton  | \$60.00   | 203      | \$12,206         |
| Untreated Base Course        | C.Y. | \$15.00   | 259      | \$3,889          |
| Granular Borrow              | C.Y. | \$40.00   | 454      | \$18,148         |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 4,200    | \$48,300         |
| Sidewalk (4' width)          | L.F. | \$25.00   | 4,200    | \$105,000        |
| Drainage                     | L.F. | \$80.00   | 4,200    | \$336,000        |
| Right of Way                 | S.F. | \$15.00   | 12,600   | \$189,000        |
|                              |      |           |          |                  |
| Bridge/Culvert               | S.F. | \$225.00  | 0        | \$0              |
| Traffic Signal               | Each | \$180,000 | 0        | \$0              |
| <b>Subtotal</b>              |      |           |          | <b>\$763,463</b> |

|             |     |           |
|-------------|-----|-----------|
| Contingency | 25% | \$190,866 |
|-------------|-----|-----------|

|              |     |          |
|--------------|-----|----------|
| Mobilization | 10% | \$76,346 |
|--------------|-----|----------|

|                             |    |          |
|-----------------------------|----|----------|
| Preconstruction Engineering | 8% | \$61,077 |
| Construction Engineering    | 8% | \$61,077 |

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$1,150,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |                  |
|--------------------------------------------------------|------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>8%</b>        |
|                                                        | <b>\$100,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City  
Transportation Master Plan**

**Doral Drive Connection: 2200 South to 2050 South**

Collector

**Costs**

| Item                         | Unit | Unit Cost | Quantity | Cost             |
|------------------------------|------|-----------|----------|------------------|
| Parkstrip                    | S.F. | \$1.00    | 8,000    | \$8,000          |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 4,444    | \$11,111         |
| Clearing and Grubbing        | Acre | \$2,000   | 0.14     | \$275            |
| Roadway Excavation           | C.Y. | \$10.50   | 463      | \$4,861          |
| HMA Concrete                 | Ton  | \$60.00   | 97       | \$5,813          |
| Untreated Base Course        | C.Y. | \$15.00   | 123      | \$1,852          |
| Granular Borrow              | C.Y. | \$40.00   | 216      | \$8,642          |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 2,000    | \$23,000         |
| Sidewalk (4' width)          | L.F. | \$25.00   | 2,000    | \$50,000         |
| Drainage                     | L.F. | \$80.00   | 2,000    | \$160,000        |
| Right of Way                 | S.F. | \$15.00   | 6,000    | \$90,000         |
|                              |      |           |          |                  |
| Bridge/Culvert               | S.F. | \$225.00  | 0        | \$0              |
| Traffic Signal               | Each | \$180,000 | 0        | \$0              |
| <b>Subtotal</b>              |      |           |          | <b>\$363,554</b> |

|             |     |          |
|-------------|-----|----------|
| Contingency | 25% | \$90,889 |
|-------------|-----|----------|

|              |     |          |
|--------------|-----|----------|
| Mobilization | 10% | \$36,355 |
|--------------|-----|----------|

|                             |    |          |
|-----------------------------|----|----------|
| Preconstruction Engineering | 8% | \$29,084 |
| Construction Engineering    | 8% | \$29,084 |

|                            |                  |  |
|----------------------------|------------------|--|
| <b>Total Project Costs</b> | <b>\$550,000</b> |  |
|----------------------------|------------------|--|

|                                                        |                 |
|--------------------------------------------------------|-----------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>8%</b>       |
|                                                        | <b>\$50,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City  
Transportation Master Plan**

**3000 South: 3000 West to 2400 West (New Alignment)**

Collector

**Costs**

| Item                         | Unit | Unit Cost | Quantity | Cost               |
|------------------------------|------|-----------|----------|--------------------|
| Parkstrip                    | S.F. | \$1.00    | 24,000   | \$24,000           |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 13,333   | \$33,333           |
| Clearing and Grubbing        | Acre | \$2,000   | 0.41     | \$826              |
| Roadway Excavation           | C.Y. | \$10.50   | 1,389    | \$14,583           |
| HMA Concrete                 | Ton  | \$60.00   | 291      | \$17,438           |
| Untreated Base Course        | C.Y. | \$15.00   | 370      | \$5,556            |
| Granular Borrow              | C.Y. | \$40.00   | 648      | \$25,926           |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 6,000    | \$69,000           |
| Sidewalk (4' width)          | L.F. | \$25.00   | 6,000    | \$150,000          |
| Drainage                     | L.F. | \$80.00   | 6,000    | \$480,000          |
| Right of Way                 | S.F. | \$15.00   | 18,000   | \$270,000          |
|                              |      |           |          |                    |
| Bridge/Culvert               | S.F. | \$225.00  | 0        | \$0                |
| Traffic Signal               | Each | \$180,000 | 0        | \$0                |
| <b>Subtotal</b>              |      |           |          | <b>\$1,090,662</b> |

|             |     |           |
|-------------|-----|-----------|
| Contingency | 25% | \$272,666 |
|-------------|-----|-----------|

|              |     |           |
|--------------|-----|-----------|
| Mobilization | 10% | \$109,066 |
|--------------|-----|-----------|

|                             |    |          |
|-----------------------------|----|----------|
| Preconstruction Engineering | 8% | \$87,253 |
| Construction Engineering    | 8% | \$87,253 |

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$1,650,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |                  |
|--------------------------------------------------------|------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>8%</b>        |
|                                                        | <b>\$140,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granual Borrow Thickness (in) =        | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City  
Transportation Master Plan  
2400 West: 3000 South to City Boundary**

Collector

**Costs**

| Item                         | Unit | Unit Cost | Quantity | Cost               |
|------------------------------|------|-----------|----------|--------------------|
| Parkstrip                    | S.F. | \$1.00    | 28,000   | \$28,000           |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 15,556   | \$38,889           |
| Clearing and Grubbing        | Acre | \$2,000   | 0.48     | \$964              |
| Roadway Excavation           | C.Y. | \$10.50   | 1,620    | \$17,014           |
| HMA Concrete                 | Ton  | \$60.00   | 339      | \$20,344           |
| Untreated Base Course        | C.Y. | \$15.00   | 432      | \$6,481            |
| Granular Borrow              | C.Y. | \$40.00   | 756      | \$30,247           |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 7,000    | \$80,500           |
| Sidewalk (4' width)          | L.F. | \$25.00   | 7,000    | \$175,000          |
| Drainage                     | L.F. | \$80.00   | 7,000    | \$560,000          |
| Right of Way                 | S.F. | \$15.00   | 21,000   | \$315,000          |
|                              |      |           |          |                    |
| Bridge/Culvert               | S.F. | \$225.00  | 0        | \$0                |
| Traffic Signal               | Each | \$180,000 | 0        | \$0                |
| <b>Subtotal</b>              |      |           |          | <b>\$1,272,439</b> |

|             |     |           |
|-------------|-----|-----------|
| Contingency | 25% | \$318,110 |
|-------------|-----|-----------|

|              |     |           |
|--------------|-----|-----------|
| Mobilization | 10% | \$127,244 |
|--------------|-----|-----------|

|                             |    |           |
|-----------------------------|----|-----------|
| Preconstruction Engineering | 8% | \$101,795 |
| Construction Engineering    | 8% | \$101,795 |

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$1,920,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |                  |
|--------------------------------------------------------|------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>8%</b>        |
|                                                        | <b>\$160,000</b> |

Overall Assumptions:

- HMA Pavement Density (pcf) = 155
- HMA Thickness (in) = 3
- Untreated Base Course Thickness (in) = 8
- Granual Borrow Thickness (in) = 14
- Roadway Excavation Depth (ft) = 2.5
- Sidewalk Width (ft) = 4

**Syracuse City  
Transportation Master Plan**

**1475 West Connection: 1950 South to 2050 South**

Collector

**Costs**

| Item                         | Unit | Unit Cost | Quantity        | Cost             |
|------------------------------|------|-----------|-----------------|------------------|
| Parkstrip                    | S.F. | \$1.00    | 2,800           | \$2,800          |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 1,556           | \$3,889          |
| Clearing and Grubbing        | Acre | \$2,000   | 0.05            | \$96             |
| Roadway Excavation           | C.Y. | \$10.50   | 162             | \$1,701          |
| HMA Concrete                 | Ton  | \$60.00   | 34              | \$2,034          |
| Untreated Base Course        | C.Y. | \$15.00   | 43              | \$648            |
| Granular Borrow              | C.Y. | \$40.00   | 76              | \$3,025          |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 700             | \$8,050          |
| Sidewalk (4' width)          | L.F. | \$25.00   | 700             | \$17,500         |
| Drainage                     | L.F. | \$80.00   | 700             | \$56,000         |
| Right of Way                 | S.F. | \$15.00   | 2,100           | \$31,500         |
|                              |      |           |                 |                  |
| Bridge/Culvert               | S.F. | \$225.00  | 0               | \$0              |
| Traffic Signal               | Each | \$180,000 | 0               | \$0              |
|                              |      |           | <b>Subtotal</b> | <b>\$127,244</b> |

|             |     |          |
|-------------|-----|----------|
| Contingency | 25% | \$31,811 |
|-------------|-----|----------|

|              |     |          |
|--------------|-----|----------|
| Mobilization | 10% | \$12,724 |
|--------------|-----|----------|

|                             |    |          |
|-----------------------------|----|----------|
| Preconstruction Engineering | 8% | \$10,180 |
| Construction Engineering    | 8% | \$10,180 |

|                            |                  |  |
|----------------------------|------------------|--|
| <b>Total Project Costs</b> | <b>\$190,000</b> |  |
|----------------------------|------------------|--|

|                                                        |                 |
|--------------------------------------------------------|-----------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>8%</b>       |
|                                                        | <b>\$20,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City  
Transportation Master Plan**

**500 West (3700 West Layton) Extension to 1700 South (Syracuse Portion)**

Minor Arterial

**Costs**

| Item                         | Unit | Unit Cost | Quantity | Cost             |
|------------------------------|------|-----------|----------|------------------|
| Parkstrip                    | S.F. | \$1.00    | 7,000    | \$7,000          |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 8,089    | \$20,222         |
| Clearing and Grubbing        | Acre | \$2,000   | 0.58     | \$1,157          |
| Roadway Excavation           | C.Y. | \$10.50   | 1,167    | \$12,250         |
| HMA Concrete                 | Ton  | \$60.00   | 244      | \$14,648         |
| Untreated Base Course        | C.Y. | \$15.00   | 311      | \$4,667          |
| Granular Borrow              | C.Y. | \$40.00   | 544      | \$21,778         |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 1,400    | \$16,100         |
| Sidewalk (4' width)          | L.F. | \$25.00   | 1,400    | \$35,000         |
| Drainage                     | L.F. | \$80.00   | 1,400    | \$112,000        |
| Right of Way                 | S.F. | \$15.00   | 25,200   | \$378,000        |
|                              |      |           |          |                  |
| Bridge/Culvert               | S.F. | \$225.00  | 0        | \$0              |
| Traffic Signal               | Each | \$180,000 | 0        | \$0              |
| <b>Subtotal</b>              |      |           |          | <b>\$622,821</b> |

|             |     |           |
|-------------|-----|-----------|
| Contingency | 40% | \$249,128 |
|-------------|-----|-----------|

|              |     |          |
|--------------|-----|----------|
| Mobilization | 10% | \$62,282 |
|--------------|-----|----------|

|                             |    |          |
|-----------------------------|----|----------|
| Preconstruction Engineering | 8% | \$49,826 |
| Construction Engineering    | 8% | \$49,826 |

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$1,030,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |                 |
|--------------------------------------------------------|-----------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>8%</b>       |
|                                                        | <b>\$80,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Note: Syracuse City is responsible for 18' of the new right of way. Of the 18', 9' will be sidewalk and parkstrip and the other 9' will be roadway pavement. The city will pay for one side of the sidewalk, curb & gutter and drainage.**

**Syracuse City  
Transportation Master Plan**

**500 West (3700 West Layton): 2000 South to 3000 South (Syracuse Portion)**

Minor Arterial

**Costs**

| Item                         | Unit | Unit Cost | Quantity | Cost               |
|------------------------------|------|-----------|----------|--------------------|
| Parkstrip                    | S.F. | \$1.00    | 28,000   | \$28,000           |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 35,467   | \$88,667           |
| Clearing and Grubbing        | Acre | \$2,000   | 0.64     | \$1,286            |
| Roadway Excavation           | C.Y. | \$10.50   | 2,074    | \$21,778           |
| HMA Concrete                 | Ton  | \$60.00   | 434      | \$26,040           |
| Untreated Base Course        | C.Y. | \$15.00   | 553      | \$8,296            |
| Granular Borrow              | C.Y. | \$40.00   | 968      | \$38,716           |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 11,200   | \$128,800          |
| Sidewalk (4' width)          | L.F. | \$25.00   | 11,200   | \$280,000          |
| Drainage                     | L.F. | \$80.00   | 11,200   | \$896,000          |
| Right of Way                 | S.F. | \$15.00   | 28,000   | \$420,000          |
| House Acquisition            | Each | \$250,000 | 4        | \$1,000,000        |
| Bridge/Culvert               | S.F. | \$225.00  | 0        | \$0                |
| Traffic Signal               | Each | \$180,000 | 0        | \$0                |
| <b>Subtotal</b>              |      |           |          | <b>\$2,937,582</b> |

|             |     |             |
|-------------|-----|-------------|
| Contingency | 40% | \$1,175,033 |
|-------------|-----|-------------|

|              |     |           |
|--------------|-----|-----------|
| Mobilization | 10% | \$293,758 |
|--------------|-----|-----------|

|                             |    |           |
|-----------------------------|----|-----------|
| Preconstruction Engineering | 8% | \$235,007 |
|-----------------------------|----|-----------|

|                          |    |           |
|--------------------------|----|-----------|
| Construction Engineering | 8% | \$235,007 |
|--------------------------|----|-----------|

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$4,880,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |                    |
|--------------------------------------------------------|--------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>100%</b>        |
|                                                        | <b>\$4,880,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granual Borrow Thickness (in) =        | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Note: Syracuse City is responsible for 18' of the new right of way. Of the 18', 9' will be sidewalk and parkstrip and the other 9' will be roadway pavement. The city will pay for one side of the sidewalk, curb & gutter and drainage.**

**Syracuse City  
Transportation Master Plan**

**1000 West: SR-198 to Bluff Street (Syracuse Portion)**

Minor Arterial

**Costs**

| Item                         | Unit | Unit Cost | Quantity        | Cost               |
|------------------------------|------|-----------|-----------------|--------------------|
| Parkstrip                    | S.F. | \$1.00    | 141,000         | \$141,000          |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 62,667          | \$156,667          |
| Clearing and Grubbing        | Acre | \$2,000   | 1.29            | \$2,590            |
| Roadway Excavation           | C.Y. | \$10.50   | 27,417          | \$287,875          |
| HMA Concrete                 | Ton  | \$60.00   | 5,737           | \$344,216          |
| Untreated Base Course        | C.Y. | \$15.00   | 7,311           | \$109,667          |
| Granular Borrow              | C.Y. | \$40.00   | 12,794          | \$511,778          |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 28,200          | \$324,300          |
| Sidewalk (4' width)          | L.F. | \$25.00   | 28,200          | \$705,000          |
| Drainage                     | L.F. | \$80.00   | 28,200          | \$2,256,000        |
| Right of Way                 | S.F. | \$15.00   | 56,400          | \$846,000          |
|                              |      |           |                 |                    |
| Bridge/Culvert               | S.F. | \$225.00  | 0               | \$0                |
| Traffic Signal               | Each | \$180,000 | 0               | \$0                |
|                              |      |           | <b>Subtotal</b> | <b>\$5,685,092</b> |

|             |     |             |
|-------------|-----|-------------|
| Contingency | 25% | \$1,421,273 |
|-------------|-----|-------------|

|              |     |           |
|--------------|-----|-----------|
| Mobilization | 10% | \$568,509 |
|--------------|-----|-----------|

|                             |    |           |
|-----------------------------|----|-----------|
| Preconstruction Engineering | 8% | \$454,807 |
| Construction Engineering    | 8% | \$454,807 |

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$8,580,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |                    |
|--------------------------------------------------------|--------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>100%</b>        |
|                                                        | <b>\$8,580,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granual Borrow Thickness (in) =        | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City  
Transportation Master Plan  
2000 West: SR-198 to 1700 South**

Arterial

**Costs**

| Item                         | Unit | Unit Cost | Quantity        | Cost               |
|------------------------------|------|-----------|-----------------|--------------------|
| Parkstrip                    | S.F. | \$1.00    | 46,800          | \$46,800           |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 57,200          | \$143,000          |
| Clearing and Grubbing        | Acre | \$2,000   | 5.37            | \$10,744           |
| Roadway Excavation           | C.Y. | \$10.50   | 14,444          | \$151,667          |
| HMA Concrete                 | Ton  | \$60.00   | 3,023           | \$181,350          |
| Untreated Base Course        | C.Y. | \$15.00   | 3,852           | \$57,778           |
| Granular Borrow              | C.Y. | \$40.00   | 6,741           | \$269,630          |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 15,600          | \$179,400          |
| Sidewalk (4' width)          | L.F. | \$25.00   | 15,600          | \$390,000          |
| Drainage                     | L.F. | \$80.00   | 15,600          | \$1,248,000        |
| Right of Way                 | S.F. | \$15.00   | 234,000         | \$3,510,000        |
|                              |      |           |                 |                    |
| Bridge/Culvert               | S.F. | \$225.00  | 0               | \$0                |
| Traffic Signal               | Each | \$180,000 | 0               | \$0                |
|                              |      |           | <b>Subtotal</b> | <b>\$6,188,368</b> |

|             |     |             |
|-------------|-----|-------------|
| Contingency | 25% | \$1,547,092 |
|-------------|-----|-------------|

|              |     |           |
|--------------|-----|-----------|
| Mobilization | 10% | \$618,837 |
|--------------|-----|-----------|

|                             |    |           |
|-----------------------------|----|-----------|
| Preconstruction Engineering | 8% | \$495,069 |
| Construction Engineering    | 8% | \$495,069 |

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$9,340,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |            |
|--------------------------------------------------------|------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>0%</b>  |
|                                                        | <b>\$0</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City**  
**Transportation Master Plan**  
**2000 West: 1700 South to 2700 South**

Minor Arterial

**Costs**

| Item                         | Unit | Unit Cost | Quantity        | Cost               |
|------------------------------|------|-----------|-----------------|--------------------|
| Parkstrip                    | S.F. | \$1.00    | 53,000          | \$53,000           |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 26,500          | \$66,250           |
| Clearing and Grubbing        | Acre | \$2,000   | 2.19            | \$4,380            |
| Roadway Excavation           | C.Y. | \$10.50   | 7,852           | \$82,444           |
| HMA Concrete                 | Ton  | \$60.00   | 1,643           | \$98,580           |
| Untreated Base Course        | C.Y. | \$15.00   | 2,094           | \$31,407           |
| Granular Borrow              | C.Y. | \$40.00   | 3,664           | \$146,568          |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 10,600          | \$121,900          |
| Sidewalk (4' width)          | L.F. | \$25.00   | 10,600          | \$265,000          |
| Drainage                     | L.F. | \$80.00   | 10,600          | \$848,000          |
| Right of Way                 | S.F. | \$15.00   | 95,400          | \$1,431,000        |
|                              |      |           |                 |                    |
| Bridge/Culvert               | S.F. | \$225.00  | 0               | \$0                |
| Traffic Signal               | Each | \$180,000 | 0               | \$0                |
|                              |      |           | <b>Subtotal</b> | <b>\$3,148,530</b> |

|             |     |           |
|-------------|-----|-----------|
| Contingency | 25% | \$787,132 |
|-------------|-----|-----------|

|              |     |           |
|--------------|-----|-----------|
| Mobilization | 10% | \$314,853 |
|--------------|-----|-----------|

|                             |    |           |
|-----------------------------|----|-----------|
| Preconstruction Engineering | 8% | \$251,882 |
|-----------------------------|----|-----------|

|                          |    |           |
|--------------------------|----|-----------|
| Construction Engineering | 8% | \$251,882 |
|--------------------------|----|-----------|

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$4,750,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |                    |
|--------------------------------------------------------|--------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>100%</b>        |
|                                                        | <b>\$4,750,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City**  
**Transportation Master Plan**  
**Bluff Street: 1770 South to 1000 West**

Minor Arterial

**Costs**

| Item                         | Unit | Unit Cost | Quantity        | Cost               |
|------------------------------|------|-----------|-----------------|--------------------|
| Parkstrip                    | S.F. | \$1.00    | 131,000         | \$131,000          |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 58,222          | \$145,556          |
| Clearing and Grubbing        | Acre | \$2,000   | 5.41            | \$10,826           |
| Roadway Excavation           | C.Y. | \$10.50   | 25,472          | \$267,458          |
| HMA Concrete                 | Ton  | \$60.00   | 5,330           | \$319,804          |
| Untreated Base Course        | C.Y. | \$15.00   | 6,793           | \$101,889          |
| Granular Borrow              | C.Y. | \$40.00   | 11,887          | \$475,481          |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 26,200          | \$301,300          |
| Sidewalk (4' width)          | L.F. | \$25.00   | 26,200          | \$655,000          |
| Drainage                     | L.F. | \$80.00   | 26,200          | \$2,096,000        |
| Right of Way                 | S.F. | \$15.00   | 235,800         | \$3,537,000        |
|                              |      |           |                 |                    |
| Bridge/Culvert               | S.F. | \$225.00  | 0               | \$0                |
| Traffic Signal               | Each | \$180,000 | 0               | \$0                |
|                              |      |           | <b>Subtotal</b> | <b>\$8,041,314</b> |

|             |     |             |
|-------------|-----|-------------|
| Contingency | 25% | \$2,010,329 |
|-------------|-----|-------------|

|              |     |           |
|--------------|-----|-----------|
| Mobilization | 10% | \$804,131 |
|--------------|-----|-----------|

|                             |    |           |
|-----------------------------|----|-----------|
| Preconstruction Engineering | 8% | \$643,305 |
| Construction Engineering    | 8% | \$643,305 |

|                            |                     |  |
|----------------------------|---------------------|--|
| <b>Total Project Costs</b> | <b>\$12,140,000</b> |  |
|----------------------------|---------------------|--|

|                                                        |                     |
|--------------------------------------------------------|---------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>100%</b>         |
|                                                        | <b>\$12,140,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granual Borrow Thickness (in) =        | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City**  
**Transportation Master Plan**  
**1700 South: 3000 West to 2000 West**

Arterial

**Costs**

| Item                         | Unit | Unit Cost | Quantity        | Cost               |
|------------------------------|------|-----------|-----------------|--------------------|
| Parkstrip                    | S.F. | \$1.00    | 28,800          | \$28,800           |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 21,333          | \$53,333           |
| Clearing and Grubbing        | Acre | \$2,000   | 2.20            | \$4,408            |
| Roadway Excavation           | C.Y. | \$10.50   | 20,444          | \$214,667          |
| HMA Concrete                 | Ton  | \$60.00   | 4,278           | \$256,680          |
| Untreated Base Course        | C.Y. | \$15.00   | 5,452           | \$81,778           |
| Granular Borrow              | C.Y. | \$40.00   | 9,541           | \$381,630          |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 9,600           | \$110,400          |
| Sidewalk (4' width)          | L.F. | \$25.00   | 9,600           | \$240,000          |
| Drainage                     | L.F. | \$80.00   | 9,600           | \$768,000          |
| Right of Way                 | S.F. | \$15.00   | 96,000          | \$1,440,000        |
|                              |      |           |                 |                    |
| Bridge/Culvert               | S.F. | \$225.00  | 0               | \$0                |
| Traffic Signal               | Each | \$180,000 | 0               | \$0                |
|                              |      |           | <b>Subtotal</b> | <b>\$3,579,695</b> |

|             |     |           |
|-------------|-----|-----------|
| Contingency | 25% | \$894,924 |
|-------------|-----|-----------|

|              |     |           |
|--------------|-----|-----------|
| Mobilization | 10% | \$357,970 |
|--------------|-----|-----------|

|                             |    |           |
|-----------------------------|----|-----------|
| Preconstruction Engineering | 8% | \$286,376 |
|-----------------------------|----|-----------|

|                          |    |           |
|--------------------------|----|-----------|
| Construction Engineering | 8% | \$286,376 |
|--------------------------|----|-----------|

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$5,410,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |            |
|--------------------------------------------------------|------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>0%</b>  |
|                                                        | <b>\$0</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City**  
**Transportation Master Plan**  
**Bluff Street: Connection to Layton Parkway**

Minor Arterial

**Costs**

| Item                         | Unit | Unit Cost | Quantity        | Cost               |
|------------------------------|------|-----------|-----------------|--------------------|
| Parkstrip                    | S.F. | \$1.00    | 25,000          | \$25,000           |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 11,111          | \$27,778           |
| Clearing and Grubbing        | Acre | \$2,000   | 1.38            | \$2,755            |
| Roadway Excavation           | C.Y. | \$10.50   | 4,861           | \$51,042           |
| HMA Concrete                 | Ton  | \$60.00   | 1,017           | \$61,031           |
| Untreated Base Course        | C.Y. | \$15.00   | 1,296           | \$19,444           |
| Granular Borrow              | C.Y. | \$40.00   | 2,269           | \$90,741           |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 5,000           | \$57,500           |
| Sidewalk (4' width)          | L.F. | \$25.00   | 5,000           | \$125,000          |
| Drainage                     | L.F. | \$80.00   | 5,000           | \$400,000          |
| Right of Way                 | S.F. | \$15.00   | 60,000          | \$900,000          |
|                              |      |           |                 |                    |
| Bridge/Culvert               | S.F. | \$225.00  | 0               | \$0                |
| Traffic Signal               | Each | \$180,000 | 0               | \$0                |
|                              |      |           | <b>Subtotal</b> | <b>\$1,760,291</b> |

|             |     |           |
|-------------|-----|-----------|
| Contingency | 25% | \$440,073 |
|-------------|-----|-----------|

|              |     |           |
|--------------|-----|-----------|
| Mobilization | 10% | \$176,029 |
|--------------|-----|-----------|

|                             |    |           |
|-----------------------------|----|-----------|
| Preconstruction Engineering | 8% | \$140,823 |
|-----------------------------|----|-----------|

|                          |    |           |
|--------------------------|----|-----------|
| Construction Engineering | 8% | \$140,823 |
|--------------------------|----|-----------|

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$2,660,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |                  |
|--------------------------------------------------------|------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>25%</b>       |
|                                                        | <b>\$670,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granual Borrow Thickness (in) =        | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City  
Transportation Master Plan**

**Bluff Street & Gentile Street: 1000 West to 500 West (3700 West Layton)**

Minor Arterial

**Costs**

| Item                         | Unit | Unit Cost | Quantity        | Cost               |
|------------------------------|------|-----------|-----------------|--------------------|
| Parkstrip                    | S.F. | \$1.00    | 45,000          | \$45,000           |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 20,000          | \$50,000           |
| Clearing and Grubbing        | Acre | \$2,000   | 1.86            | \$3,719            |
| Roadway Excavation           | C.Y. | \$10.50   | 8,750           | \$91,875           |
| HMA Concrete                 | Ton  | \$60.00   | 2,441           | \$146,475          |
| Untreated Base Course        | C.Y. | \$15.00   | 2,333           | \$35,000           |
| Granular Borrow              | C.Y. | \$40.00   | 4,083           | \$163,333          |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 9,000           | \$103,500          |
| Sidewalk (4' width)          | L.F. | \$25.00   | 9,000           | \$225,000          |
| Drainage                     | L.F. | \$80.00   | 9,000           | \$720,000          |
| Right of Way                 | S.F. | \$15.00   | 81,000          | \$1,215,000        |
|                              |      |           |                 |                    |
| Bridge/Culvert               | S.F. | \$225.00  | 0               | \$0                |
| Traffic Signal               | Each | \$180,000 | 0               | \$0                |
|                              |      |           | <b>Subtotal</b> | <b>\$2,798,902</b> |

|             |     |           |
|-------------|-----|-----------|
| Contingency | 25% | \$699,726 |
|-------------|-----|-----------|

|              |     |           |
|--------------|-----|-----------|
| Mobilization | 10% | \$279,890 |
|--------------|-----|-----------|

|                             |    |           |
|-----------------------------|----|-----------|
| Preconstruction Engineering | 8% | \$223,912 |
|-----------------------------|----|-----------|

|                          |    |           |
|--------------------------|----|-----------|
| Construction Engineering | 8% | \$223,912 |
|--------------------------|----|-----------|

|                            |                    |  |
|----------------------------|--------------------|--|
| <b>Total Project Costs</b> | <b>\$4,230,000</b> |  |
|----------------------------|--------------------|--|

|                                                        |                  |
|--------------------------------------------------------|------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>8%</b>        |
|                                                        | <b>\$340,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Note: Includes re-alignment at the intersection of 1000 West and Bluff Street**

**Syracuse City**  
**Transportation Master Plan**  
**Roundabout: 3000 West & 700 South**

**Costs**

| Item                         | Unit | Unit Cost | Quantity | Cost             |
|------------------------------|------|-----------|----------|------------------|
| Parkstrip                    | S.F. | \$1.00    | 0        | \$0              |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 0        | \$0              |
| Clearing and Grubbing        | Acre | \$2,000   | 0.00     | \$0              |
| Roadway Excavation           | C.Y. | \$10.50   | 0        | \$0              |
| HMA Concrete                 | Ton  | \$60.00   | 0        | \$0              |
| Untreated Base Course        | C.Y. | \$15.00   | 0        | \$0              |
| Granular Borrow              | C.Y. | \$40.00   | 0        | \$0              |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 0        | \$0              |
| Sidewalk (4' width)          | L.F. | \$25.00   | 0        | \$0              |
| Drainage                     | L.F. | \$80.00   | 0        | \$0              |
| Right of Way                 | S.F. | \$15.00   | 0        | \$0              |
|                              |      |           |          |                  |
| Roundabout                   | Each | \$250,000 | 1        | \$250,000        |
| Traffic Signal               | Each | \$180,000 | 0        | \$0              |
| <b>Subtotal</b>              |      |           |          | <b>\$250,000</b> |

|             |     |          |
|-------------|-----|----------|
| Contingency | 25% | \$62,500 |
|-------------|-----|----------|

|              |     |          |
|--------------|-----|----------|
| Mobilization | 10% | \$25,000 |
|--------------|-----|----------|

|                             |    |          |
|-----------------------------|----|----------|
| Preconstruction Engineering | 8% | \$20,000 |
| Construction Engineering    | 8% | \$20,000 |

|                            |                  |
|----------------------------|------------------|
| <b>Total Project Costs</b> | <b>\$380,000</b> |
|----------------------------|------------------|

|                                                        |                  |
|--------------------------------------------------------|------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>100%</b>      |
|                                                        | <b>\$380,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City**  
**Transportation Master Plan**  
**Signal: 500 West & 2700 South**

**Costs**

| Item                         | Unit | Unit Cost | Quantity | Cost             |
|------------------------------|------|-----------|----------|------------------|
| Parkstrip                    | S.F. | \$1.00    | 0        | \$0              |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 0        | \$0              |
| Clearing and Grubbing        | Acre | \$2,000   | 0.00     | \$0              |
| Roadway Excavation           | C.Y. | \$10.50   | 0        | \$0              |
| HMA Concrete                 | Ton  | \$60.00   | 0        | \$0              |
| Untreated Base Course        | C.Y. | \$15.00   | 0        | \$0              |
| Granular Borrow              | C.Y. | \$40.00   | 0        | \$0              |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 0        | \$0              |
| Sidewalk (4' width)          | L.F. | \$25.00   | 0        | \$0              |
| Drainage                     | L.F. | \$80.00   | 0        | \$0              |
| Right of Way                 | S.F. | \$15.00   | 0        | \$0              |
|                              |      |           |          |                  |
| Roundabout                   | Each | \$250,000 | 0        | \$0              |
| Traffic Signal               | Each | \$180,000 | 1        | \$180,000        |
| <b>Subtotal</b>              |      |           |          | <b>\$180,000</b> |

|             |     |          |
|-------------|-----|----------|
| Contingency | 25% | \$45,000 |
|-------------|-----|----------|

|              |     |          |
|--------------|-----|----------|
| Mobilization | 10% | \$18,000 |
|--------------|-----|----------|

|                             |    |          |
|-----------------------------|----|----------|
| Preconstruction Engineering | 8% | \$14,400 |
| Construction Engineering    | 8% | \$14,400 |

|                            |                  |  |
|----------------------------|------------------|--|
| <b>Total Project Costs</b> | <b>\$270,000</b> |  |
|----------------------------|------------------|--|

|                                                        |                  |
|--------------------------------------------------------|------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>100%</b>      |
|                                                        | <b>\$270,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City**  
**Transportation Master Plan**  
**Roundabout: Gentile Street & Bluff Street**

**Costs**

| Item                         | Unit | Unit Cost | Quantity        | Cost             |
|------------------------------|------|-----------|-----------------|------------------|
| Parkstrip                    | S.F. | \$1.00    | 0               | \$0              |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 0               | \$0              |
| Clearing and Grubbing        | Acre | \$2,000   | 0.00            | \$0              |
| Roadway Excavation           | C.Y. | \$10.50   | 0               | \$0              |
| HMA Concrete                 | Ton  | \$60.00   | 0               | \$0              |
| Untreated Base Course        | C.Y. | \$15.00   | 0               | \$0              |
| Granular Borrow              | C.Y. | \$40.00   | 0               | \$0              |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 0               | \$0              |
| Sidewalk (4' width)          | L.F. | \$25.00   | 0               | \$0              |
| Drainage                     | L.F. | \$80.00   | 0               | \$0              |
| Right of Way                 | S.F. | \$15.00   | 0               | \$0              |
|                              |      |           |                 |                  |
| Roundabout                   | Each | \$250,000 | 1               | \$250,000        |
| Traffic Signal               | Each | \$180,000 | 0               | \$0              |
|                              |      |           | <b>Subtotal</b> | <b>\$250,000</b> |

|             |     |          |
|-------------|-----|----------|
| Contingency | 25% | \$62,500 |
|-------------|-----|----------|

|              |     |          |
|--------------|-----|----------|
| Mobilization | 10% | \$25,000 |
|--------------|-----|----------|

|                             |    |          |
|-----------------------------|----|----------|
| Preconstruction Engineering | 8% | \$20,000 |
| Construction Engineering    | 8% | \$20,000 |

|                            |                  |  |
|----------------------------|------------------|--|
| <b>Total Project Costs</b> | <b>\$380,000</b> |  |
|----------------------------|------------------|--|

|                                                        |                  |
|--------------------------------------------------------|------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>100%</b>      |
|                                                        | <b>\$380,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City**  
**Transportation Master Plan**  
**Roundabout: 3000 West & 2700 South**

**Costs**

| Item                         | Unit | Unit Cost | Quantity        | Cost             |
|------------------------------|------|-----------|-----------------|------------------|
| Parkstrip                    | S.F. | \$1.00    | 0               | \$0              |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 0               | \$0              |
| Clearing and Grubbing        | Acre | \$2,000   | 0.00            | \$0              |
| Roadway Excavation           | C.Y. | \$10.50   | 0               | \$0              |
| HMA Concrete                 | Ton  | \$60.00   | 0               | \$0              |
| Untreated Base Course        | C.Y. | \$15.00   | 0               | \$0              |
| Granular Borrow              | C.Y. | \$40.00   | 0               | \$0              |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 0               | \$0              |
| Sidewalk (4' width)          | L.F. | \$25.00   | 0               | \$0              |
| Drainage                     | L.F. | \$80.00   | 0               | \$0              |
| Right of Way                 | S.F. | \$15.00   | 0               | \$0              |
|                              |      |           |                 |                  |
| Roundabout                   | Each | \$250,000 | 1               | \$250,000        |
| Traffic Signal               | Each | \$180,000 | 0               | \$0              |
|                              |      |           | <b>Subtotal</b> | <b>\$250,000</b> |

|             |     |          |
|-------------|-----|----------|
| Contingency | 25% | \$62,500 |
|-------------|-----|----------|

|              |     |          |
|--------------|-----|----------|
| Mobilization | 10% | \$25,000 |
|--------------|-----|----------|

|                             |    |          |
|-----------------------------|----|----------|
| Preconstruction Engineering | 8% | \$20,000 |
| Construction Engineering    | 8% | \$20,000 |

|                            |                  |  |
|----------------------------|------------------|--|
| <b>Total Project Costs</b> | <b>\$380,000</b> |  |
|----------------------------|------------------|--|

|                                                        |                  |
|--------------------------------------------------------|------------------|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>100%</b>      |
|                                                        | <b>\$380,000</b> |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |

**Syracuse City**  
**Transportation Master Plan**  
**Roundabout: 4000 West & 700 South**

**Costs**

| Item                         | Unit | Unit Cost | Quantity        | Cost             |
|------------------------------|------|-----------|-----------------|------------------|
| Parkstrip                    | S.F. | \$1.00    | 0               | \$0              |
| Removal of Existing Asphalt  | S.Y. | \$2.50    | 0               | \$0              |
| Clearing and Grubbing        | Acre | \$2,000   | 0.00            | \$0              |
| Roadway Excavation           | C.Y. | \$10.50   | 0               | \$0              |
| HMA Concrete                 | Ton  | \$60.00   | 0               | \$0              |
| Untreated Base Course        | C.Y. | \$15.00   | 0               | \$0              |
| Granular Borrow              | C.Y. | \$40.00   | 0               | \$0              |
| Curb and Gutter (2.5' width) | L.F. | \$11.50   | 0               | \$0              |
| Sidewalk (4' width)          | L.F. | \$25.00   | 0               | \$0              |
| Drainage                     | L.F. | \$80.00   | 0               | \$0              |
| Right of Way                 | S.F. | \$15.00   | 0               | \$0              |
|                              |      |           |                 |                  |
| Roundabout                   | Each | \$250,000 | 1               | \$250,000        |
| Traffic Signal               | Each | \$180,000 | 0               | \$0              |
|                              |      |           | <b>Subtotal</b> | <b>\$250,000</b> |

|             |     |          |
|-------------|-----|----------|
| Contingency | 25% | \$62,500 |
|-------------|-----|----------|

|              |     |          |
|--------------|-----|----------|
| Mobilization | 10% | \$25,000 |
|--------------|-----|----------|

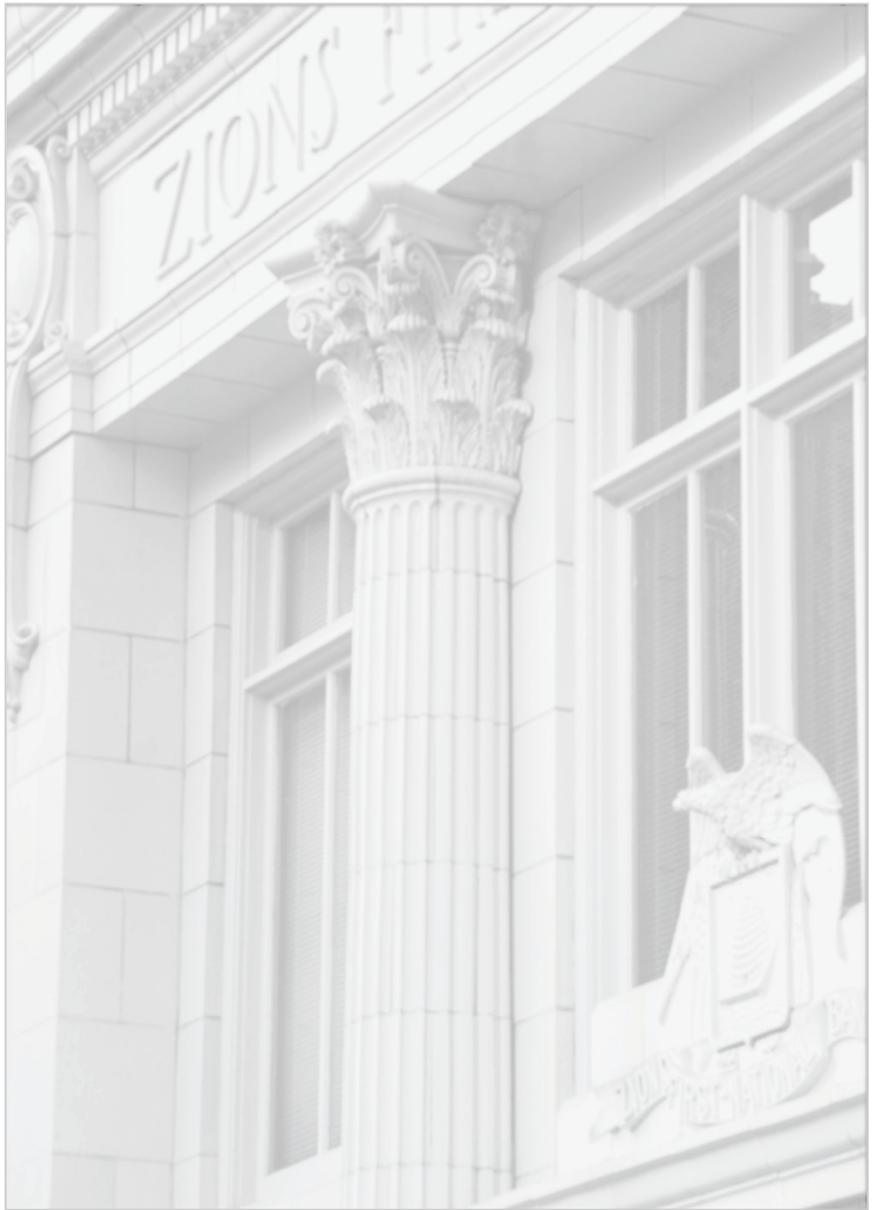
|                             |    |          |
|-----------------------------|----|----------|
| Preconstruction Engineering | 8% | \$20,000 |
| Construction Engineering    | 8% | \$20,000 |

|                            |  |                  |
|----------------------------|--|------------------|
| <b>Total Project Costs</b> |  | <b>\$380,000</b> |
|----------------------------|--|------------------|

|                                                        |                  |  |
|--------------------------------------------------------|------------------|--|
| <b>Syracuse City's Responsibility Via Impact Fee's</b> | <b>100%</b>      |  |
|                                                        | <b>\$380,000</b> |  |

Overall Assumptions:

|                                        |     |
|----------------------------------------|-----|
| HMA Pavement Density (pcf) =           | 155 |
| HMA Thickness (in) =                   | 3   |
| Untreated Base Course Thickness (in) = | 8   |
| Granular Borrow Thickness (in) =       | 14  |
| Roadway Excavation Depth (ft) =        | 2.5 |
| Sidewalk Width (ft) =                  | 4   |



Syracuse City

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# Transportation Impact Fee Analysis

**DRAFT**

January 22, 2016

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# Transportation Impact Fee Analysis

## Summary

This Impact Fee Analysis (IFA) is based off of the information provided in the City's Roadway Impact Fee Facilities Plan ("IFFP") dated November 2015 and prepared by Horrocks Engineers.

Projected Growth. The IFFP projects that new development in Syracuse City is projected to grow by an estimated 8,000 PM peak hour trips<sup>1</sup> between 2015 and 2025 – from 26,300 one-way PM peak hour trips in 2015 to 34,300 trips in 2025. This growth will use up excess capacity on existing roads and will require the expansion of existing roads or development of new roads in order to maintain the existing levels of service.

Service Levels. The IFFP states that the current level of service (LOS) is LOS C and that the "IFFP will not make any changes to the existing level of service, and LOS C will be the standard by which future growth will be evaluated" (p. 44).

Service Areas. Syracuse City ("City") includes one roadway service area as recommended by the City's engineers in the IFFP.

Excess Capacity. Syracuse City's IFFP identifies excess capacity on major streets in the City's roadway system. Total capacity on the existing roads identified as part of the IFFP is 30,000 ADTs, with a current volume of 21,700 ADTs, resulting in excess capacity of 8,300 ADTs<sup>2</sup> or approximately 28 percent of existing capacity. The actual cost of the existing roads with excess capacity is \$10,898,017. All of the excess capacity will be consumed over the next ten years.

Therefore, new development will be responsible to buy-in to the remaining 28 percent of excess capacity which has an actual cost of \$3,015,118 (\$10,898,017 multiplied by the 28 percent of excess capacity).

New Construction. Syracuse City's IFFP identifies a total of 12 projects necessitated by new development at a total cost of \$62,980,000. However, four of the projects will be funded by UDOT and are therefore not eligible for impact fees. Of the remaining eight projects, two will share costs between the City and Wasatch Front Regional Council (WFRC). Therefore, Syracuse is responsible for only \$15,030,000 of the total new construction costs necessitated by new growth. This number is further adjusted to reflect the fact that new development is not responsible for pass-through traffic and for the excess capacity remaining in these new projects after 2025. Therefore, the total cost attributable to new development over the next ten years is \$8,699,391.

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<sup>1</sup> A PM peak hour trip is defined as a single or one-directional vehicle movement to or from a site between the hours of 4 p.m. and 6 p.m.

<sup>2</sup> Excess capacity has been measured in terms of ADTs; new construction demand has been measured in terms of PM peak hour demand. All impact fee calculations have been made in terms of PM peak hour demand.

Proportionate Share Analysis. A summary of the proportionate share analysis is as follows:

TABLE 1: PROPORTIONATE SHARE ANALYSIS

| Summary of Cost per Trip          | Amount            |
|-----------------------------------|-------------------|
| Buy-In to Excess Capacity         | \$376.89          |
| New Construction                  | \$1,087.42        |
| Consultant Cost                   | \$1.04            |
| Fund Balance Credit               | (\$8.40)          |
| <b>Cost per PM Peak Hour Trip</b> | <b>\$1,456.96</b> |

The maximum fee per PM peak hour trip is \$1,456.96.

The cost per trip is then applied to standards set by the Institute of Transportation Engineers (ITE) to evaluate the number of PM peak hour trips per development type.

The City may choose to combine many of the categories listed by ITE (as shown in Appendix A) in order to avoid large differences in fees charged to retail developments of different types.

The following table shows groupings commonly used by cities and recommended by the consultants.

TABLE 2: RECOMMENDED MAXIMUM TRANSPORTATION IMPACT FEES INTO MAJOR GROUPINGS

| Category                                                         | Units; Per                        | ITE Trips | Adjusted Trips | Maximum Fee |
|------------------------------------------------------------------|-----------------------------------|-----------|----------------|-------------|
| 130 - Industrial Park                                            | 1000 Sq. Feet Gross Floor Area    | 0.84      | 0.42           | \$611.92    |
| 210 - Single-Family Detached Housing                             | Dwelling Unit                     | 1.02      | 0.51           | \$743.05    |
| 220 - Multi-Family / Apartment (Greater than 4 Units)            | Dwelling Unit                     | 0.67      | 0.335          | \$488.08    |
| 230 - Multi-Family / Condo, Townhouse, Duplex, Triplex, Quadplex | Dwelling Unit                     | 0.52      | 0.26           | \$378.81    |
| 240 - Mobile Home / RV Park                                      | Dwelling Lot                      | 0.60      | 0.3            | \$437.09    |
| 254 - Assisted Living Center                                     | Bed                               | 0.35      | 0.175          | \$254.97    |
| 310 - Hotel                                                      | Room                              | 0.61      | 0.305          | \$444.37    |
| 560 - Church                                                     | 1000 Sq. Feet Gross Floor Area    | 0.94      | 0.47           | \$684.77    |
| 710 - General Office Building                                    | 1000 Sq. Feet Gross Floor Area    | 1.49      | 0.745          | \$1,085.43  |
| 820 - Shopping Center / Strip Mall                               | 1000 Sq. Feet Gross Leasable Area | 3.71      | 1.855          | \$2,702.65  |

## Utah Code Legal Requirements

Utah law requires that communities prepare an Impact Fee Analysis (IFA) before enacting an impact fee. Utah law also requires that communities give notice of their intent to prepare and adopt an IFA. This IFA follows all legal requirements as outlined below. The City has retained Zions Bank Public Finance (ZBPF) to prepare this Impact Fee Analysis in accordance with legal requirements.

### Notice of Intent to Prepare Impact Fee Analysis

A local political subdivision must provide written notice of its intent to prepare an IFA before preparing the Plan (Utah Code §11-36a-503). This notice must be posted on the Utah Public Notice website. The City has complied with this noticing requirement for the IFA by posting notice on February 1, 2013. A copy of the notice is included in Appendix B.

### Preparation of Impact Fee Analysis

Utah Code requires that each local political subdivision, before imposing an impact fee, prepare an impact fee analysis. (Utah Code 11-36a-304).

Section 11-36a-304 of the Utah Code outlines the requirements of an impact fee analysis as follows:

- (1) An impact fee analysis shall:
  - (a) identify the anticipated impact on or consumption of any existing capacity of a public facility by the anticipated development activity;
  - (b) identify the anticipated impact on system improvements required by the anticipated development activity to maintain the established level of service for each public facility;
  - (c) demonstrate how the anticipated impacts described in Subsections (1)(a) and (b) are reasonably related to the anticipated development activity;
  - (d) estimate the proportionate share of:
    - (i) the costs for existing capacity that will be recouped; and
    - (ii) the costs of impacts on system improvements that are reasonably related to the new development activity; and
  - (e) identify how the impact fee was calculated.
- (2) In analyzing whether or not the proportionate share of the costs of public facilities are reasonably related to the new development activity, the local political subdivision or private entity, as the case may be, shall identify, if applicable:
  - (a) the cost of each existing public facility that has excess capacity to serve the anticipated development resulting from the new development activity;

- (b) the cost of system improvements for each public facility;
- (c) other than impact fees, the manner of financing for each public facility, such as user charges, special assessments, bonded indebtedness, general taxes, or federal grants;
- (d) the relative extent to which development activity will contribute to financing the excess capacity of and system improvements for each existing public facility, by such means as user charges, special assessments, or payment from the proceeds of general taxes;
- (e) the relative extent to which development activity will contribute to the cost of existing public facilities and system improvements in the future;
- (f) the extent to which the development activity is entitled to a credit against impact fees because the development activity will dedicate system improvements or public facilities that will offset the demand for system improvements, inside or outside the proposed development;
- (g) extraordinary costs, if any, in servicing the newly-developed properties; and
- (h) the time-price differential inherent in fair comparisons of amounts paid at different times.

#### **Certification of Impact Fee Analysis**

Utah Code states that an Impact Fee Analysis shall include a written certification from the person or entity that prepares the Impact Fee Analysis. This certification is included at the conclusion of this analysis.

## Anticipated Impact On or Consumption of Any Existing Capacity of a Public Facility by the Anticipated Development Activity

*Utah Code 11-36a-304(1)(a)*

### Consumption of Existing Capacity

Development activity in Syracuse is based on both residential and nonresidential growth. Growth projections are then used by the City's engineers as inputs in the Wasatch Front Regional Council – Mountainland Association of Government regional travel demand model to forecast trip generation. Based on existing capacity and existing volumes on roads that qualify for impact fee reimbursement, the City's roads currently have excess capacity of 8,300 ADTs,<sup>3</sup> given a LOS C.

TABLE 3: EXISTING AND EXCESS CAPACITY

|              | Location                                                                | Existing Capacity - ADTs | Existing Volume - ADTs | Excess Capacity - ADTs | Excess Capacity % |
|--------------|-------------------------------------------------------------------------|--------------------------|------------------------|------------------------|-------------------|
| 14           | 1000 West: SR-193 to Bluff Street                                       | 10,000                   | 7,600                  | 2,400                  | 24%               |
| 16           | 2000 West: 1700 South to 2700 South                                     | 10,000                   | 8,300                  | 1,700                  | 17%               |
| 20           | Bluff Street & Gentile Street: 1000 West to 500 West (3700 West Layton) | 10,000                   | 5,800                  | 4,200                  | 42%               |
| <b>TOTAL</b> |                                                                         | 30,000                   | 21,700                 | 8,300                  |                   |

The cost associated with these roads with excess capacity, in \$2015, is as follows:

TABLE 4: COST OF EXCESS CAPACITY OF EXISTING ROADS (\$2015)

| Project                                                                 | Length (ft) | Existing Total Cost | Cost per linear foot |
|-------------------------------------------------------------------------|-------------|---------------------|----------------------|
| 1000 West: SR-198 to Bluff Street (Syracuse Portion)                    | 14,100      | \$29,860,000        | \$2,117.73           |
| 2000 West: 1700 South to 2700 South                                     | 5,300       | \$11,300,000        | \$2,132.08           |
| Bluff Street & Gentile Street: 1000 West to 500 West (3700 West Layton) | 4,500       | \$8,290,000         | \$1,842.22           |
| <b>TOTAL</b>                                                            |             | \$49,450,000        |                      |

However, Utah law clearly specifies that buy-in to excess capacity must be calculated based on the actual cost of constructing the roads and not on current costs. Therefore, the above cost of \$49,450,000 has been reduced to \$10,898,017 to reflect the actual cost of the roads at the time of construction. Further, the excess capacity represents only 28 percent (the ratio of excess capacity of 8,300 ADTs to total capacity of 30,000 ADTs) of the road costs, or \$3,015,118.

<sup>3</sup> ADTs are used to calculate excess capacity in the system; PM peak hour trips are used to calculate new construction needs. The ADTs used for excess capacity are later converted to PM peak hour trips in the calculation of impact fees.

## Identify the Anticipated Impact on System Improvements Required by the Anticipated Development Activity to Maintain the Established Level of Service for Each Public Facility and Demonstrate How the Anticipated Impacts are Reasonably Related to the New Development Activity

*Utah Code 11-36a-304(1)(b)(c)*

Syracuse City's IFFP identifies a total of 12 projects necessitated by new development at a total cost of \$62,980,000. However, four of the projects will be funded by UDOT and are therefore not eligible for impact fees. Of the remaining eight projects, two will share costs between the City and Wasatch Front Regional Council (WFRC). Therefore, Syracuse is responsible for only \$15,030,000 of the total new construction costs necessitated by new growth.

These are the projects identified in the IFFP as necessary to maintain a LOS C.

TABLE 5: SYRACUSE CITY PORTION OF NEW CONSTRUCTION COSTS

| Project      | Location                                                                | Total Price         | Funding Source | Syracuse City % | Syracuse City Total |
|--------------|-------------------------------------------------------------------------|---------------------|----------------|-----------------|---------------------|
| 1            | SR-193 Extension: 2000 West to 4000 West                                | \$21,690,000        | UDOT           | 0%              | \$0                 |
| 2            | 2500 West Extension: 700 South to SR-193                                | \$1,860,000         | City           | 8%              | \$160,000           |
| 4            | 450 South: 1550 West to 2000 West                                       | \$2,660,000         | City           | 25%             | \$670,000           |
| 5            | 1200 South: Extension to 3000 West                                      | \$820,000           | City           | 8%              | \$70,000            |
| 6            | Bluff Street Re-Route due to West Davis Corridor (New Portion)          | \$2,230,000         | UDOT           | 0%              | \$0                 |
| 12           | 500 West (3700 West Layton) Extension to 1700 South (Syracuse)          | \$1,030,000         | City/WFRC      | 8%              | \$80,000            |
| 14           | 1000 West: SR-193 to Bluff Street                                       | \$8,580,000         | City           | 100%            | \$8,580,000         |
| 15           | 2000 West: SR-193 to 1700 South                                         | \$9,340,000         | UDOT           | 0%              | \$0                 |
| 16           | 2000 West: 1700 South to 2700 South                                     | \$4,750,000         | City           | 100%            | \$4,750,000         |
| 19           | 1700 South: 3000 West to 2000 West                                      | \$5,410,000         | UDOT           | 0%              | \$0                 |
| 20           | Bluff Street & Gentile Street: 1000 West to 500 West (3700 West Layton) | \$4,230,000         | City/WFRC      | 8%              | \$340,000           |
| 21           | Roundabout: 3000 West & 700 South                                       | \$380,000           | City           | 100%            | \$380,000           |
| <b>TOTAL</b> |                                                                         | <b>\$62,980,000</b> |                |                 | <b>\$15,030,000</b> |

The total costs for which Syracuse City is responsible need to be further adjusted to reduce costs for pass-through trips which must be shared by the community as a whole. Finally, there will be excess capacity on many of these roads in 2025; therefore, new development can only be expected to pay for the actual portion of the road needs that it generates and not for the excess capacity.

**TABLE 6: SYRACUSE CITY PORTION OF NEW CONSTRUCTION COSTS ADJUSTED FOR PASS-THROUGH TRIPS AND EXCESS CAPACITY**

| Project      | Location                                                                | Syracuse City Total | % Pass-Through Traffic | Syracuse Reduction Amount for Pass Through | Excess Capacity % | Syracuse Reduction Amount for Excess Capacity |
|--------------|-------------------------------------------------------------------------|---------------------|------------------------|--------------------------------------------|-------------------|-----------------------------------------------|
| 1            | SR-193 Extension: 2000 West to 4000 West                                | \$0                 | NA                     |                                            | NA                |                                               |
| 2            | 2500 West Extension: 700 South to SR-193                                | \$160,000           | 6%                     | \$150,400                                  | 68%               | \$48,128                                      |
| 4            | 450 South: 1550 West to 2000 West                                       | \$670,000           | 5%                     | \$636,500                                  | 71%               | \$184,585                                     |
| 5            | 1200 South: Extension to 3000 West                                      | \$70,000            | 11%                    | \$62,300                                   | 56%               | \$27,412                                      |
| 6            | Bluff Street Re-Route due to West Davis Corridor (New Portion)          | \$0                 | NA                     |                                            | NA                |                                               |
| 12           | 500 West (3700 West Layton) Extension to 1700 South (Syracuse)          | \$80,000            | 6%                     | \$75,200                                   | 51%               | \$36,848                                      |
| 14           | 1000 West: SR-193 to Bluff Street                                       | \$8,580,000         | 24%                    | \$6,520,800                                | 21%               | \$5,151,432                                   |
| 15           | 2000 West: SR-193 to 1700 South                                         | \$0                 |                        | \$0                                        | NA                |                                               |
| 16           | 2000 West: 1700 South to 2700 South                                     | \$4,750,000         | 18%                    | \$3,895,000                                | 18%               | \$3,193,900                                   |
| 19           | 1700 South: 3000 West to 2000 West                                      | \$0                 |                        | \$0                                        | NA                |                                               |
| 20           | Bluff Street & Gentile Street: 1000 West to 500 West (3700 West Layton) | \$340,000           | 27%                    | \$248,200                                  | 77%               | \$57,086                                      |
| 21           | Roundabout: 3000 West & 700 South                                       | \$380,000           | NA                     |                                            | NA                |                                               |
| <b>TOTAL</b> |                                                                         | <b>\$15,030,000</b> |                        | <b>\$11,588,400</b>                        |                   | <b>\$8,699,391</b>                            |

The total cost of \$8,699,391 attributable to new development between 2015 and 2025 must be shared proportionately between the additional PM peak hour trips projected for that time period. PM peak hour trip demand citywide is projected to grow from 26,300 PM peak hour trips in 2015 to 34,300 PM peak hour trips in 2025 – an increase of 8,000 PM peak hour trips over the 10-year period. While volume on the existing roads with excess capacity will actually decrease, volume will increase on new roads constructed. Therefore, the increased volume and capacity impacts need to be viewed as part of an overall system of roads.

TABLE 7: GROWTH IN PM PEAK HOUR TRIPS ON ROADS WITH NEW CONSTRUCTION COSTS

| Project      | Location                                                                | 2025 Capacity | 2025 Volume   | Excess Capacity in 2025 |
|--------------|-------------------------------------------------------------------------|---------------|---------------|-------------------------|
| 1            | SR-193 Extension: 2000 West to 4000 West                                | NA            | NA            | NA                      |
| 2            | 2500 West Extension: 700 South to SR-193                                | 5,000         | 1,600         | 3,400                   |
| 4            | 450 South: 1550 West to 2000 West                                       | 11,500        | 3,300         | 8,200                   |
| 5            | 1200 South: Extension to 3000 West                                      | 5,000         | 2,200         | 2,800                   |
| 6            | Bluff Street Re-Route due to West Davis Corridor (New Portion)          | NA            | NA            | NA                      |
| 12           | 500 West (3700 West Layton) Extension to 1700 South (Syracuse)          | 11,500        | 5,600         | 5,900                   |
| 14           | 1000 West: SR-193 to Bluff Street                                       | 11,500        | 9,100         | 2,400                   |
| 15           | 2000 West: SR-193 to 1700 South                                         | NA            | NA            | NA                      |
| 16           | 2000 West: 1700 South to 2700 South                                     | 11,500        | 9,400         | 2,100                   |
| 19           | 1700 South: 3000 West to 2000 West                                      | NA            | NA            | NA                      |
| 20           | Bluff Street & Gentile Street: 1000 West to 500 West (3700 West Layton) | 11,500        | 2,600         | 8,900                   |
| 21           | Roundabout: 3000 West & 700 South                                       | NA            | NA            | NA                      |
| <b>TOTAL</b> |                                                                         | <b>67,500</b> | <b>33,800</b> | <b>33,700</b>           |

**Estimate the Proportionate Share of (i) the Costs for Existing Capacity That Will Be Recouped; and (ii) The Costs of Impacts on System Improvements That Are Reasonably Related to the New Development Activity; and Identify How the Impact Fee was Calculated**

*Utah Code 11-36a-304(1)(d)(e)*

The proportionate share analysis calculates the proportionate share of the buy-in costs associated with the excess capacity in the existing system that will be consumed as a result of new development activity, as well as the proportionate share of new construction costs necessitated by new development.

## Buy-In Calculation for Excess Capacity

Specific roads, costs and additional trips were identified previously in this IFA. The proportionate share calculation simply takes the cost of the excess capacity that is consumed between 2015 and 2025 and proportionately shares that amount among the additional trips generated during that time period.

TABLE 8: PROPORTIONATE SHARE CALCULATION – BUY-IN TO EXCESS CAPACITY

| Category                               | Amount          |
|----------------------------------------|-----------------|
| Value of Existing Capacity \$2015      | \$49,450,000    |
| Construction Cost Deflator             | 22%             |
| Actual Cost Estimate                   | \$10,898,017    |
| Excess Capacity                        | 28%             |
| Value of Excess Capacity               | \$3,015,118     |
| Growth in PM Peak Hour Trips 2015-2025 | 8,000           |
| <b>Cost per PM Peak Hour Trip Cost</b> | <b>\$376.89</b> |

## New Construction Cost Calculation

In order to maintain its LOS C, Syracuse City will need to construct additional facilities, as identified previously. New construction costs are calculated as follows:

TABLE 9: PROPORTIONATE SHARE CALCULATION – NEW CONSTRUCTED COST OF NEW

| New Construction                                                                                                                  | Amount            |
|-----------------------------------------------------------------------------------------------------------------------------------|-------------------|
| Cost of New Construction Attributable to Syracuse Growth from 2015 to 2025 - Reduced for Pass-Through Traffic and Excess Capacity | \$8,699,391       |
| PM Peak Hour Trips 2015                                                                                                           | 26,300            |
| PM Peak Hour Trips 2025                                                                                                           | 34,300            |
| PM Peak Hour Trip Growth 2015-2040                                                                                                | 8,000             |
| <b>Cost per PM Peak Hour Trip Cost</b>                                                                                            | <b>\$1,087.42</b> |

## Other Cost Calculations

Utah law allows for the cost of developing the Impact Fee Facility Plan and Impact Fee Analysis to be included in the calculation of impact fees. These costs are then shared proportionately among the additional trips generated between 2015 and 2025.

TABLE 10: PROPORTIONATE SHARE CALCULATION – CONSULTING COSTS

| Consulting Costs                             | Amount        |
|----------------------------------------------|---------------|
| Horrocks - IFFP                              | \$3,330.00    |
| ZBPF - IFA (est.)                            | \$5,000.00    |
| PM Peak Hour Trip Growth 2015-2025           | 8,000         |
| <b>Consultant Cost per PM Peak Hour Trip</b> | <b>\$1.04</b> |

Syracuse City also has an impact fee fund balance of \$124,314.78 as of June 2015. These funds can be used to offset the costs of new construction associated with the impact fee calculations shown above.

TABLE 11: IMPACT FEE CREDITS FOR FUND BALANCE

| Category                                               | Amount          |
|--------------------------------------------------------|-----------------|
| Roadway Impact Fee Fund Balance as of January 31, 2015 | \$124,314.78    |
| Total Trips 2015-2025                                  | 14,800          |
| <b>Impact Fee Credit per ADT</b>                       | <b>(\$8.40)</b> |

### Summary of Impact Fees

TABLE 12: SUMMARY OF GROSS IMPACT FEE

| Summary of Cost per PM Peak Hour Trip | Amount            |
|---------------------------------------|-------------------|
| Buy-In to Excess Capacity             | \$376.89          |
| New Construction                      | \$1,087.42        |
| Consultant cost                       | \$1.04            |
| Fund Balance Credit                   | (\$8.40)          |
| <b>Cost per PM Peak Hour Trip</b>     | <b>\$1,456.96</b> |

The total cost per trip is then applied to the daily PM peak hour trips generated by various land use types. The more trips that are associated with a particular land use or development, the greater its impact on the street system.

The IFFP explains that trips generated need to be divided by two in order to avoid double-counting such as when a person leaves home and goes to work.

“There is a minor discrepancy in the way ITE calculates trips and the way trips or roadway volumes are calculated in the travel demand modeling used in the Syracuse TMP. This discrepancy is explained by the model roadway volumes and capacities being calculated using daily traffic volumes rather than trips on the roadway. Essentially this means that a travel demand model “trip” or unit of volume is counted once as a vehicle leaves home, travels on the road network and then arrives at work. This vehicle will only be counted as it travels on the roadway network. The ITE Trip Generation method uses driveway counts as its measure of a trip. Therefore a vehicle making the same journey will be counted once as it leaves home and once again as it arrives at work for a total of two trips. This can be rectified simply by adjusting the ITE Trip Generation rates by one-half.”<sup>4</sup>

<sup>4</sup> Horrocks, Impact Fee Facilities Plan, p. 43

This adjustment by 50 percent has been made in the calculation of impact fees shown below. More categories, other than the major groupings shown below and recommended to the City, are included in Appendix A.

TABLE 13: SUMMARY OF GROSS IMPACT FEE

| Category                                                         | Units; Per                        | ITE Trips | Adjusted Trips | Maximum Fee |
|------------------------------------------------------------------|-----------------------------------|-----------|----------------|-------------|
| 130 - Industrial Park                                            | 1000 Sq. Feet Gross Floor Area    | 0.84      | 0.42           | \$611.92    |
| 210 - Single-Family Detached Housing                             | Dwelling Unit                     | 1.02      | 0.51           | \$743.05    |
| 220 - Multi-Family / Apartment (Greater than 4 Units)            | Dwelling Unit                     | 0.67      | 0.335          | \$488.08    |
| 230 - Multi-Family / Condo, Townhouse, Duplex, Triplex, Quadplex | Dwelling Unit                     | 0.52      | 0.26           | \$378.81    |
| 240 - Mobile Home / RV Park                                      | Dwelling Lot                      | 0.60      | 0.3            | \$437.09    |
| 254 - Assisted Living Center                                     | Bed                               | 0.35      | 0.175          | \$254.97    |
| 310 - Hotel                                                      | Room                              | 0.61      | 0.305          | \$444.37    |
| 560 - Church                                                     | 1000 Sq. Feet Gross Floor Area    | 0.94      | 0.47           | \$684.77    |
| 710 - General Office Building                                    | 1000 Sq. Feet Gross Floor Area    | 1.49      | 0.745          | \$1,085.43  |
| 820 - Shopping Center / Strip Mall                               | 1000 Sq. Feet Gross Leasable Area | 3.71      | 1.855          | \$2,702.65  |

### Calculation of Credits

There is no general obligation or revenue bond outstanding debt on the roadway system and therefore no credits have been applied.

The City may choose to credit certain development types, including affordable housing, but these credits are at the discretion of the City. Further, a City may choose to allow a developer to put in a transportation facility listed in the IFFP and reduce impact fees accordingly. Again, this is at the discretion of the City.

## Certification

Zions Bank Public Finance certifies that the attached impact fee analysis:

1. Includes only the costs of public facilities that are:
  - a. allowed under the Impact Fees Act; and
  - b. actually incurred; or
  - c. projected to be incurred or encumbered within six years after the day on which each impact fee is paid;
2. Does not include:
  - a. costs of operation and maintenance of public facilities;
  - b. costs for qualifying public facilities that will raise the level of service for the facilities, through impact fees, above the level of service that is supported by existing residents; or
  - c. an expense for overhead, unless the expense is calculated pursuant to a methodology that is consistent with generally accepted cost accounting practices and the methodological standards set forth by the federal Office of Management and Budget for federal grant reimbursement;
3. Offsets costs with grants or other alternate sources of payment; and
4. Complies in each and every relevant respect with the Impact Fees Act.

## Appendix A – Sample Table of ITE Categories

| Category                                                         | Units; Per                          | ITE Trips | Adjusted Trips | Maximum Fee |
|------------------------------------------------------------------|-------------------------------------|-----------|----------------|-------------|
| 130 - Industrial Park                                            | 1000 Sq. Feet Gross Floor Area      | 0.84      | 0.42           | \$611.92    |
| 140 - General Manufacturing *                                    | 1000 Sq. Feet Gross Floor Area      | 0.75      | 0.375          | \$546.36    |
| 151 - Storage Units                                              | 1000 Sq. Feet Rentable Storage Area | 0.22      | 0.11           | \$160.27    |
| 152 - Warehouse / Distribution Center                            | 1000 Sq. Feet Gross Floor Area      | 0.16      | 0.08           | \$116.56    |
| 210 - Single-Family Detached Housing                             | Dwelling Unit                       | 1.02      | 0.51           | \$743.05    |
| 220 - Multi-Family / Apartment (Greater than 4 Units)            | Dwelling Unit                       | 0.67      | 0.335          | \$488.08    |
| 230 - Multi-Family / Condo, Townhouse, Duplex, Triplex, Quadplex | Dwelling Unit                       | 0.52      | 0.26           | \$378.81    |
| 240 - Mobile Home / RV Park                                      | Dwelling Lot                        | 0.60      | 0.3            | \$437.09    |
| 254 - Assisted Living Center                                     | Bed                                 | 0.35      | 0.175          | \$254.97    |
| 310 - Hotel                                                      | Room                                | 0.61      | 0.305          | \$444.37    |
| 444 - Movie Theatre < 10 Screens                                 | 1000 Sq. Feet Gross Floor Area      | 3.80      | 1.9            | \$2,768.21  |
| 445 - Movie Theatre > 10 Screens                                 | 1000 Sq. Feet Gross Floor Area      | 4.91      | 2.455          | \$3,576.83  |
| 492 - Health/Fitness Club                                        | 1000 Sq. Feet Gross Floor Area      | 4.06      | 2.03           | \$2,957.62  |
| 520 - Elementary School                                          | 1000 Sq. Feet Gross Floor Area      | 3.11      | 1.555          | \$2,265.57  |
| 522 - Middle School / Junior High School                         | 1000 Sq. Feet Gross Floor Area      | 2.52      | 1.26           | \$1,835.76  |
| 530 - High School                                                | 1000 Sq. Feet Gross Floor Area      | 2.12      | 1.06           | \$1,544.37  |
| 534 - Private School (K-8)                                       | 1000 Sq. Feet Gross Floor Area      | 6.53      | 3.265          | \$4,756.96  |
| 560 - Church                                                     | 1000 Sq. Feet Gross Floor Area      | 0.94      | 0.47           | \$684.77    |
| 565 - Day Care Center                                            | 1000 Sq. Feet Gross Floor Area      | 13.75     | 6.875          | \$10,016.57 |
| 590 - Library                                                    | 1000 Sq. Feet Gross Floor Area      | 7.20      | 3.6            | \$5,245.04  |
| 610 - Hospital                                                   | 1000 Sq. Feet Gross Floor Area      | 1.16      | 0.58           | \$845.03    |
| 710 - General Office Building                                    | 1000 Sq. Feet Gross Floor Area      | 1.49      | 0.745          | \$1,085.43  |
| 720 - Medical-Dental Office Building                             | 1000 Sq. Feet Gross Floor Area      | 4.27      | 2.135          | \$3,110.60  |
| 770 - Business Park                                              | 1000 Sq. Feet Gross Floor Area      | 1.26      | 0.63           | \$917.88    |
| 812 - Building Materials and Lumber Store                        | 1000 Sq. Feet Gross Floor Area      | 5.56      | 2.78           | \$4,050.34  |
| 817 - Nursery (Garden Center)                                    | 1000 Sq. Feet Gross Floor Area      | 9.04      | 4.52           | \$6,585.44  |
| 820 - Shopping Center / Strip Mall                               | 1000 Sq. Feet Gross Leasable Area   | 3.71      | 1.855          | \$2,702.65  |
| 826 - Specialty Retail Center                                    | 1000 Sq. Feet Gross Leasable Area   | 5.02      | 2.51           | \$3,656.96  |
| 841 - Automobile Car Sales                                       | 1000 Sq. Feet Gross Floor Area      | 2.80      | 1.4            | \$2,039.74  |
| 848 - Tire Store                                                 | 1000 Sq. Feet Gross Floor Area      | 4.15      | 2.075          | \$3,023.18  |
| 850 - Supermarket                                                | 1000 Sq. Feet Gross Floor Area      | 8.37      | 4.185          | \$6,097.36  |

| Category                                              | Units; Per                                 | ITE Trips | Adjusted Trips | Maximum Fee |
|-------------------------------------------------------|--------------------------------------------|-----------|----------------|-------------|
| 851 - Convenience Store                               | 1000 Sq. Feet Gross Floor Area             | 53.42     | 26.71          | \$38,915.27 |
| 912 - Bank / Financial Institution                    | 1000 Sq. Feet Gross Floor Area             | 26.69     | 13.345         | \$19,443.07 |
| 918 - Hair / Nails / Massage / Beauty Salon / Day Spa | 1000 Sq. Feet Gross Floor Area             | 1.93      | 0.965          | \$1,405.96  |
| 932 - Restaurant, Sit-Down (Low Turnover)             | 1000 Sq. Feet Gross Floor Area             | 9.02      | 4.51           | \$6,570.87  |
| 932 - Restaurant, Sit-Down (High-Turnover)            | 1000 Sq. Feet Gross Floor Area             | 18.49     | 9.245          | \$13,469.55 |
| 934 - Restaurant with Drive-Through Window            | 1000 Sq. Feet Gross Floor Area             | 47.30     | 23.65          | \$34,456.99 |
| 942 - Auto Care Center                                | 1000 Sq. Feet Occupied Gross Leasable Area | 3.51      | 1.755          | \$2,556.96  |
| 944 - Gasoline/Service Station                        | Fueling Position                           | 15.65     | 7.825          | \$11,400.67 |
| 945 - Gasoline/Service Station with Convenience Store | 1000 Sq. Feet Gross Floor Area             | 97.14     | 48.57          | \$70,764.32 |
| 947 - Self Service Car Wash                           | Wash Stall                                 | 5.54      | 2.77           | \$4,035.77  |
| 948 - Automated Car Wash                              | 1000 Sq. Feet Gross Floor Area             | 14.12     | 7.06           | \$10,286.10 |

The City may choose to combine retail categories in order to avoid large discrepancies between fees for development of different types.

## Appendix B - Notice of Intent to Prepare a Comprehensive Amendment to the Transportation Impact Fee Analysis

**Entity:** Syracuse City

**Public Body:** City Council

**Subject:** Fees

**Notice Title:** Public Notice of Intent

**Notice Type:** Notice

**Notice Date & Time:** Feb 1, 2013  
5:00 PM

**Description/Agenda:**

NOTICE OF INTENT TO PREPARE OR AMEND AN IMPACT FEE FACILITIES PLAN AND AN IMPACT FEE WRITTEN ANALYSIS

Syracuse City, a municipality of the State of Utah, located in Davis County, Utah intends to commence the preparation of an independent and comprehensive Impact Fee Facilities Plan and Written Impact Fee Analysis for culinary water, secondary water, storm drains, public safety, transportation and parks. This notice is pursuant to the provisions of 11-36a-501. Pursuant to the requirements of Utah Code Ann 11-36a-501 and 11-36a-50, notice is hereby provided of the intent of Syracuse City to create or amend an Impact Fee Facilities Plan and Impact Fee Written Analysis. The service area for the prepared IFFP and IFA includes the entire city limits of Syracuse City.

**Notice of Special Accommodations:** call Steve Marshall at 801-614-9621 for questions.

## Ordinance No. 16-06

### AN ORDINANCE AMENDING VARIOUS SECTIONS OF TITLE XIII OF THE SYRACUSE CITY MUNICIPAL CODE PERTAINING TO IMPACT FEES.

**WHEREAS**, due to the pace of growth in the City there are from time to time small proposed changes to various City ordinances that are warranted; and

**WHEREAS**, these various proposed changes are needed with the approval of Ordinance 14-18, impact fee enactment,

**WHEREAS**, on February 9, 2016, the City Council held a public hearing to allow interested persons in attendance an opportunity to be heard for or against the proposed ordinance changes;

**NOW, THEREFORE, BE IT ORDAINED BY THE SYRACUSE CITY COUNCIL AS FOLLOWS:**

Proposed Title XIII Amendments:

**13.55.010: PURPOSE.** Growth and development activity in Syracuse City have created an additional demand and need for roadway facilities, water facilities, publicly owned parks, open space and recreational facilities, and police and fire facilities. Persons responsible for growth and development activity should pay a proportionate share of the cost of such planned facilities needed to serve the growth and development activity. Impact fees are necessary to achieve an equitable allocation to the costs borne in the past and to be borne in the future, in comparison to the benefits already received and yet to be received. Pursuant to Title 11, Chapter 36A, Utah Code Annotated 1953, this chapter regulates impact fees for planned facilities. The provisions of this chapter shall be liberally construed in order to carry out the purposes of the impact fee program. [Ord. 14-19; Ord. 13-18 § 1; Ord. 07-03 § 2; Ord. 02-01; Code 1971 § 3-11-1.]

**13.55.020: APPLICABILITY.** The collection of impact fees shall apply to all new development activity in the City unless waived by the City Council, or otherwise exempted herein. No building permit for any development activity shall be issued until all impact fees required by this chapter have been paid in full. A stop work order shall be issued on any development activity for which the applicable impact fee has not been paid in full.

(A) All new secondary water connections shall be considered new development.

(B) Park property acquisition impact fees shall apply only to new residential subdivision development.

(C) Park construction impact fees shall apply only to new residential dwelling unit construction activity.

(D) The movement of a structure onto a lot shall be considered development activity and shall be subject to the impact fee provisions. [Ord. 14-19; Ord. 13-18 § 1; Ord. 03-04; Code 1971 § 3-11-2.]

**13.55.040: CALCULATION OF IMPACT FEES.** Calculation of Impact fees shall be established by each individual impact fee enactment included herein as an appendix to this chapter as follows:

Appendix A: Secondary Water Impact Fee

Appendix B: Storm Water Impact Fee

Appendix C: Transportation Impact Fee (Ord. 16-05)

Appendix D: Parks, Trails, and Recreation Impact Fee (Ord. 13-17)

Appendix E: Public Safety Impact Fee (Ord. 14-18)

Appendix F: Culinary Water Impact Fee (Ord. 07-03)

Section 2. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 3. Effective Date. This Ordinance shall be effective on May 9, 2016 or 90 days after the adoption of Ordinance 16-05, Impact fee enactment, as required by Utah Code Ann. 11-36a-401(2).

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY,  
STATE OF UTAH, THIS 9TH DAY OF FEBRUARY 2016.**

SYRACUSE CITY

ATTEST:

\_\_\_\_\_

Cassie Z. Brown, City Recorder

By: \_\_\_\_\_

Terry Palmer, Mayor

Voting by the City Council:

Councilmember Anderson  
Councilmember Buldoc  
Councilmember Gailey  
Councilmember Lisonbee  
Councilmember Maughan

“AYE”

“NAY”

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**Proposed Title XIII Amendments:**

**13.55.010:**     **PURPOSE.** Growth and development activity in Syracuse City have created an additional demand and need for roadway facilities, water facilities, publicly owned parks, open space and recreational facilities, and police and fire facilities. Persons responsible for growth and development activity should pay a proportionate share of the cost of such planned facilities needed to serve the growth and development activity. Impact fees are necessary to achieve an equitable allocation to the costs borne in the past and to be borne in the future, in comparison to the benefits already received and yet to be received. Pursuant to Title 11, Chapter 36A, Utah Code Annotated 1953, this chapter regulates impact fees for planned facilities. The provisions of this chapter shall be liberally construed in order to carry out the purposes of the impact fee program. [Ord. 14-19; Ord. 13-18 § 1; Ord. 07-03 § 2; Ord. 02-01; Code 1971 § 3-11-1.]

**13.55.020:**     **APPLICABILITY.** The collection of impact fees shall apply to all new development activity in the City unless waived by the City Council, or otherwise exempted herein. No building permit for any development activity shall be issued until all impact fees required by this chapter have been paid in full. A stop work order shall be issued on any development activity for which the applicable impact fee has not been paid in full.

(A) All new secondary water connections shall be considered new development.

(B) Park property acquisition impact fees shall apply only to new residential subdivision development.

(C) Park construction impact fees shall apply only to new residential dwelling unit construction activity.

(D) The movement of a structure onto a lot shall be considered development activity and shall be subject to the impact fee provisions. [Ord. 14-19; Ord. 13-18 § 1; Ord. 03-04; Code 1971 § 3-11-2.]

**13.55.040:**     **CALCULATION OF IMPACT FEES.** Calculation of Impact fees shall be established by each individual impact fee enactment included herein as an appendix to this chapter as follows:

Appendix A: Secondary Water Impact Fee

Appendix B: Storm Water Impact Fee

Appendix C: Transportation Impact Fee ([Ord. 16-05](#))

Appendix D: Parks, Trails, and Recreation Impact Fee (Ord. 13-17)

Appendix E: Public Safety Impact Fee (Ord. 14-18)

Appendix F: Culinary Water Impact Fee (Ord. 07-03)

**RESOLUTION NO. R16-07**

**A RESOLUTION OF THE SYRACUSE CITY COUNCIL UPDATING AND AMENDING THE SYRACUSE CITY CONSOLIDATED FEE SCHEDULE BY MAKING ADJUSTMENTS TO THE TRANSPORTATION IMPACT FEES.**

**WHEREAS**, Syracuse City Staff has reviewed and analyzed the fees charged by the City for various services, permits and procedures and has recommended various changes to such fees as more particularly provided in the attached consolidated Syracuse City Fee Schedule; and

**WHEREAS**, the City Council desires to adopt the revised Syracuse City Fee Schedule as recommended by Staff and as more particularly provided herein; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Amendment.** The Syracuse City Fee Schedule is hereby updated and amended to read in its entirety as set forth in **Exhibit "A,"** attached hereto and incorporated herein by this reference.

**Section 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 3. Effective Date.** This Resolution shall become effective 90 days from passage or May 9, 2016.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 9<sup>th</sup> DAY OF FEBRUARY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, City Recorder

By: \_\_\_\_\_  
Terry Palmer, Mayor

**Building**

**All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                                                                             | Current Base Fee         | Additional Fee                 | Proposed Base Fee                            | Proposed Additional Fee | Base Fee Increase   | Additional Fee Increase |
|---------------------------------------------------------------------------------------------|--------------------------|--------------------------------|----------------------------------------------|-------------------------|---------------------|-------------------------|
| <b>Bond Fees</b>                                                                            |                          |                                |                                              |                         |                     |                         |
| Landscaping Bond                                                                            | \$55.00 per Permit       | NA NA                          |                                              |                         |                     |                         |
| Performance & Guaranty for Temporary Occupancy                                              | 100% of value            | 10% Administration Fee         |                                              |                         |                     |                         |
| <b>Plan Check Fees</b>                                                                      |                          |                                |                                              |                         |                     |                         |
| Residential                                                                                 | All Permitted Structures | 40% Permit Fee                 | NA NA                                        |                         |                     |                         |
| Residential - Duplicate multi-family structure                                              |                          | 50% of original plan check fee |                                              |                         |                     |                         |
| NOTE: Applicable within 1 year of first permit issuance and within the same ICC code period |                          |                                |                                              |                         |                     |                         |
| Commercial                                                                                  | All Permitted Structures | 65% Permit Fee                 | NA NA                                        |                         |                     |                         |
| Building Investigation Fee                                                                  | All Permitted Structures | 100% % Permit Fee              | NA NA                                        |                         |                     |                         |
| Fire Sprinkler/Safety Plans                                                                 | All Permitted Structures | \$75.00 Per Hour               | NA NA                                        |                         |                     |                         |
| Additional Plan Review Due to Revisions                                                     |                          | \$56.40 Per Hour (1/2 hr min.) | NA NA                                        |                         |                     |                         |
| <b>General Building Valuation</b>                                                           |                          |                                |                                              |                         |                     |                         |
| Building Value from \$1-1,000.00                                                            |                          | \$56.40 ea. Unit               | NA NA                                        |                         |                     |                         |
| Building Value from \$1,001-2,000                                                           |                          | \$56.40 ea. Unit               | \$2.70 ea. addl. \$100 or fraction thereof   |                         |                     |                         |
| Building Value from \$2,001-25,000                                                          |                          | \$83.40 ea. Unit               | \$16.80 ea. addl. \$1000 or fraction thereof |                         |                     |                         |
| Building Value from \$25,001-50,000                                                         |                          | \$469.80 ea. Unit              | \$12.11 ea. addl. \$1000 or fraction thereof |                         |                     |                         |
| Building Value from \$50,001-100,000                                                        |                          | \$772.55 ea. Unit              | \$8.40 ea. addl. \$1000 or fraction thereof  |                         |                     |                         |
| Building Value from \$100,001-500,000                                                       |                          | \$1,192.55 ea. Unit            | \$6.72 ea. addl. \$1000 or fraction thereof  |                         |                     |                         |
| Building Value from \$501,000-1,000,000                                                     |                          | \$3,880.55 ea. Unit            | \$5.70 ea. addl. \$1000 or fraction thereof  |                         |                     |                         |
| Building Value from \$1,000,000.00+                                                         |                          | \$6,730.55 ea. Unit            | \$4.65 ea. addl. \$1000 or fraction thereof  |                         |                     |                         |
| <b>Pools, Tubs &amp; Spas</b>                                                               |                          |                                |                                              |                         |                     |                         |
| Public Pool                                                                                 |                          | Bid Price ea. Unit             | NA NA                                        |                         |                     |                         |
| Private Pool - In Ground                                                                    |                          | Bid Price ea. Unit             | NA NA                                        |                         |                     |                         |
| Private Pool - Above Ground Temporary                                                       |                          | \$56.40 ea. Unit               |                                              |                         |                     |                         |
| Private Pool - Above Ground Permanent                                                       |                          | Bid Price ea. Unit             | NA NA                                        |                         |                     |                         |
| <b>Storage Sheds</b>                                                                        |                          |                                |                                              |                         |                     |                         |
| Storage Sheds                                                                               |                          | Construction Value ea. Unit    | NA NA                                        |                         |                     |                         |
| Storage Sheds - Re-siding only                                                              |                          | \$47.00 ea. Unit               | NA NA                                        |                         |                     |                         |
| State Fee (Surcharge)                                                                       |                          | 1% of Permit Fee               | NA NA                                        |                         |                     |                         |
| <b>Expired Permit</b>                                                                       |                          |                                |                                              |                         |                     |                         |
| Less Than to 180 days                                                                       |                          | 65% Building Value             | NA NA                                        |                         |                     |                         |
| Greater than 180 Days but Less Than 1 Year                                                  |                          | 65% of Original Permit Cost    | NA NA                                        |                         |                     |                         |
| Greater Than 1 Year                                                                         |                          | 100% of Original Permit Cost   | NA NA                                        |                         |                     |                         |
| <b>Impact Fees</b>                                                                          |                          |                                |                                              |                         |                     |                         |
| Parks, Trails, and Recreation                                                               |                          | \$2,393.56 Per Household       |                                              |                         |                     |                         |
| Residential Transportation                                                                  | Single Family Residence  | \$1,131.00 Per Unit            | NA NA                                        | \$743.00                | Per Unit            |                         |
| Residential Transportation                                                                  | Multi Family <= 4 units  | \$705.00 Per Unit              | NA NA                                        | \$488.00                | Per Unit            |                         |
| Residential Transportation                                                                  | Apartment > 4 units      |                                |                                              | \$379.00                | Per Unit            |                         |
| Residential Transportation                                                                  | Mobile Home, RV Park     |                                |                                              | \$437.00                | Per Unit            |                         |
| <b>Commercial Transportation</b>                                                            |                          |                                |                                              |                         |                     |                         |
| General Commercial                                                                          |                          | \$2,328.00 Per 1,000 sf of GFA | NA NA                                        | \$2,703.00              | Per 1,000 sf of GFA |                         |
| Office/Institutional                                                                        |                          | \$2,428.00 Per 1,000 sf of GFA | NA NA                                        | \$1,085.00              | Per 1,000 sf of GFA |                         |
| Assisted Living                                                                             |                          |                                |                                              | \$255.00                | Per Bed             |                         |
| Hotel                                                                                       |                          |                                |                                              | \$444.00                | Per Room            |                         |
| Industrial                                                                                  |                          | \$668.00 Per 1,000 sf of GFA   | NA NA                                        | \$612.00                | Per 1,000 sf of GFA |                         |
| Institutional                                                                               | Church                   |                                |                                              | \$685.00                | Per 1,000 sf of GFA |                         |
| <b>Culinary Water</b>                                                                       |                          |                                |                                              |                         |                     |                         |
| ¾" Line                                                                                     |                          | \$966.00 ea. Unit              | NA NA                                        |                         |                     |                         |
| 1" Line                                                                                     |                          | \$1,610.00 ea. Unit            | NA NA                                        |                         |                     |                         |
| 1½" Line                                                                                    |                          | \$4,999.00 ea. Unit            | NA NA                                        |                         |                     |                         |
| 2" Line                                                                                     |                          | \$7,997.00 ea. Unit            | NA NA                                        |                         |                     |                         |
| 3" Line                                                                                     |                          | \$15,994.00 ea. Unit           | NA NA                                        |                         |                     |                         |
| 4" Line                                                                                     |                          | \$24,991.00 ea. Unit           | NA NA                                        |                         |                     |                         |
| 6" Line                                                                                     |                          | \$49,981.00 ea. Unit           | NA NA                                        |                         |                     |                         |
| 8" Line                                                                                     |                          | \$79,970.00 ea. Unit           | NA NA                                        |                         |                     |                         |
| <b>Secondary Water - Residential</b>                                                        |                          |                                |                                              |                         |                     |                         |
| 4,000-7,000sf lot                                                                           |                          | \$523.03 ea. Unit              | NA NA                                        |                         |                     |                         |
| 7,001-8,000sf lot                                                                           |                          | \$760.31 ea. Unit              | NA NA                                        |                         |                     |                         |

**Building**

**All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                                         | Current Base Fee                 | Additional Fee | Proposed<br>Base Fee | Proposed<br>Additional<br>Fee | Base Fee<br>Increase | Additional Fee<br>Increase |
|---------------------------------------------------------|----------------------------------|----------------|----------------------|-------------------------------|----------------------|----------------------------|
| 8,001-9,000sf lot                                       | \$883.18 ea. Unit                | NA NA          |                      |                               |                      |                            |
| 9,001-10,000sf lot                                      | \$1,008.44 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 10,001-11,000sf lot                                     | \$1,135.85 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 11,001-13,000sf lot                                     | \$1,330.48 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 13,001-15,000sf lot                                     | \$1,595.85 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 15,001-17,000sf lot                                     | \$1,867.01 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 17,001-19,000sf lot                                     | \$2,143.25 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 19,001-21,000sf lot                                     | \$2,423.98 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 21,001-23,000sf lot                                     | \$2,708.76 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 23,001-25,000sf lot                                     | \$2,997.23 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 25,001-27,000sf lot                                     | \$3,289.06 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 27,001-30,000sf lot                                     | \$3,658.21 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 30,001-33,000sf lot                                     | \$4,107.02 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 33,001-36,000sf lot                                     | \$4,561.61 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 36,001-39,000sf lot                                     | \$5,021.48 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 39,001-42,000sf lot                                     | \$5,486.20 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 42,001-45,000sf lot                                     | \$5,955.43 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 45,001-48000sf lot                                      | \$6,428.84 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 48,001-51,000sf lot                                     | \$6,906.17 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 51,001-54,000sf lot                                     | \$7,387.17 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 54,001-57,000sf lot                                     | \$7,871.64 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 57,001-60,000sf lot                                     | \$8,359.39 ea. Unit              | NA NA          |                      |                               |                      |                            |
| Secondary Water - Open Land in a Commercial Subdivision | \$0.17 sf of pervious area       | NA NA          |                      |                               |                      |                            |
| Sewer - North Davis Sewer District (Fee)                | \$3,000.00 per Connection        | NA NA          |                      |                               |                      |                            |
| Sewer - Storm (ENR Construction Index)                  |                                  |                |                      |                               |                      |                            |
| R1                                                      | \$4,748.00 per acre or 0.109 sf  | NA NA          |                      |                               |                      |                            |
| R2                                                      | \$5,053.00 per acre or 0.116 sf  | NA NA          |                      |                               |                      |                            |
| R3                                                      | \$5,532.00 per acre or 0.127 sf  | NA NA          |                      |                               |                      |                            |
| R4                                                      | \$6,316.00 per acre or 0.145 sf  | NA NA          |                      |                               |                      |                            |
| PRD                                                     | \$6,011.00 per acre or 0.138 sf  | NA NA          |                      |                               |                      |                            |
| GC                                                      | \$11,369.00 per acre or 0.261 sf | NA NA          |                      |                               |                      |                            |
| C2                                                      | \$10,716.00 per acre or 0.246 sf | NA NA          |                      |                               |                      |                            |
| I1                                                      | \$11,369.00 per acre or 0.261 sf | NA NA          |                      |                               |                      |                            |
| A1                                                      | \$3,006.00 per acre or 0.069 sf  | NA NA          |                      |                               |                      |                            |
| PO                                                      | \$11,369.00 per acre or 0.261 sf | NA NA          |                      |                               |                      |                            |
| Public Safety                                           |                                  |                |                      |                               |                      |                            |
| Residential                                             | \$166.00 per application         | NA NA          |                      |                               |                      |                            |
| Commercial                                              | \$0.12 Per sf of building        | NA NA          |                      |                               |                      |                            |
| <b>Connection Fees</b>                                  |                                  |                |                      |                               |                      |                            |
| Culinary Water                                          |                                  |                |                      |                               |                      |                            |
| 3/4" Meter                                              | \$325.00 ea. Unit                | NA NA          |                      |                               |                      |                            |
| 1" Meter                                                | \$485.00 ea. Unit                | NA NA          |                      |                               |                      |                            |
| 1 1/2" Meter                                            | \$680.00 ea. Unit                | NA NA          |                      |                               |                      |                            |
| 2" Meter                                                | \$983.00 ea. Unit                | NA NA          |                      |                               |                      |                            |
| 3" Meter                                                | \$1,699.50 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 4" Meter                                                | \$3,005.00 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 6" Meter                                                | \$4,782.00 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 8" Meter                                                | \$7,143.00 ea. Unit              | NA NA          |                      |                               |                      |                            |
| Secondary Water                                         |                                  |                |                      |                               |                      |                            |
| 3/4" Line                                               | \$300.00 ea. Unit                | NA NA          |                      |                               |                      |                            |
| 1" Line                                                 | \$400.00 ea. Unit                | NA NA          |                      |                               |                      |                            |
| 1 1/2" Line                                             | \$600.00 ea. Unit                | NA NA          |                      |                               |                      |                            |
| 2" Line                                                 | \$800.00 ea. Unit                | NA NA          |                      |                               |                      |                            |
| 3" Line                                                 | \$1,200.00 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 4" Line                                                 | \$1,600.00 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 6" Line                                                 | \$2,000.00 ea. Unit              | NA NA          |                      |                               |                      |                            |
| 8" Line                                                 | \$2,400.00 ea. Unit              | NA NA          |                      |                               |                      |                            |

**Building**

**All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                                          | Current Base Fee                               | Additional Fee     | Proposed Base Fee | Proposed Additional Fee | Base Fee Increase | Additional Fee Increase |
|----------------------------------------------------------|------------------------------------------------|--------------------|-------------------|-------------------------|-------------------|-------------------------|
| Sewer - North Davis Sewer District (Connection)          | \$240.00 per Connection                        | NA NA              |                   |                         |                   |                         |
| Sewer - City Connection                                  | \$300.00 ea. Unit                              | NA NA              |                   |                         |                   |                         |
| Review for 8" Main Line                                  | \$250.00                                       |                    |                   |                         |                   |                         |
| <b>Inspection Fees</b>                                   |                                                |                    |                   |                         |                   |                         |
| Outside of normal business hours                         | \$56.40 per incident (2 hr min.)               | NA NA              |                   |                         |                   |                         |
| Re-Inspections                                           | \$56.40 per Hour                               | NA NA              |                   |                         |                   |                         |
| Plan Changes                                             | 2 x Plan Fee                                   | NA NA              |                   |                         |                   |                         |
| Inspection with no fee indicated                         | \$56.40 per Hour (1/2 hour min.)               | NA NA              |                   |                         |                   |                         |
| Additional Plan Reviews Due to Revisions                 | \$56.40 per Hour (1/2 hour min.)               |                    |                   |                         |                   |                         |
| Miscellaneous/Requested Inspections                      | \$56.40 per Hour (1/2 hour min.)               | NA NA              |                   |                         |                   |                         |
| Final Off-Site Inspection                                | \$15.00 per Lot                                | NA NA              |                   |                         |                   |                         |
| Final Off-Site Inspection Items                          |                                                |                    |                   |                         |                   |                         |
| Culinary Water                                           | \$0.183 per lf                                 | NA NA              |                   |                         |                   |                         |
| Secondary Water                                          | \$0.124 per lf                                 | NA NA              |                   |                         |                   |                         |
| Sanitary Sewer                                           | \$0.183 per lf                                 | NA NA              |                   |                         |                   |                         |
| Storm Drain                                              | \$0.143 per lf                                 | NA NA              |                   |                         |                   |                         |
| Land Drain                                               | \$0.178 per lf                                 | NA NA              |                   |                         |                   |                         |
| Curb and Gutter                                          | \$0.038 per lf                                 | NA NA              |                   |                         |                   |                         |
| Sidewalk                                                 | \$0.019 per lf                                 | NA NA              |                   |                         |                   |                         |
| Road                                                     | \$0.111 per lf                                 | NA NA              |                   |                         |                   |                         |
| Hydrant Test                                             | \$10.00 per Hydrant                            | NA NA              |                   |                         |                   |                         |
| Smoke Test                                               | \$6.00 per Lot                                 | NA NA              |                   |                         |                   |                         |
| Streetlight                                              | \$6.00 per Streetlight                         | NA NA              |                   |                         |                   |                         |
| Warranty Inspections                                     |                                                |                    |                   |                         |                   |                         |
| First Final Warranty                                     | \$50.00 per Project                            | NA NA              |                   |                         |                   |                         |
| Final Warranty Re-inspection (if punch list is complete) | \$50.00 per Project                            | NA NA              |                   |                         |                   |                         |
| Third Final Warranty                                     | \$75.00 per Project                            | NA NA              |                   |                         |                   |                         |
| Fourth Final Warranty                                    | \$100.00 per Project                           | NA NA              |                   |                         |                   |                         |
| 3rd Party Project or Plan Review Fee                     | Variable Fee assessed to the project applicant |                    |                   |                         |                   |                         |
| <b>Sign Permit Fees</b>                                  |                                                |                    |                   |                         |                   |                         |
| Permanent Attached                                       | Sign Valuation per Sign                        | NA NA              |                   |                         |                   |                         |
| Temporary Attached                                       | 5 days max. \$35.00 per Sign                   | NA NA              |                   |                         |                   |                         |
| Permanent Detached                                       | Sign Valuation Per Sign                        | State Fee per Sign |                   |                         |                   |                         |
| Temporary Detached                                       | 5 days max. \$35.00 per Sign                   | NA NA              |                   |                         |                   |                         |
| Sign Reclamation fee (Illegal sign)                      | \$10.00 per Sign                               | NA NA              |                   |                         |                   |                         |
| Sign Reclamation fee (Repeat offenses)                   | \$40.00 per Sign                               | NA NA              |                   |                         |                   |                         |

\*All permits and reviews are subject to a 1% surcharge imposed by the State of Utah Division of Professional Licensure

\*\*Not every situation is foreseen; fees may be based on bid amounts or the total number of inspections to complete a project

\*\*\*A per inspection fee is calculated at \$56.40/inspection to offset the cost of additional inspections

**Community Development All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                                                   | Current Base Fee                 | Additional Fee                                         | Proposed Base Fee | Proposed Additional Fee | Base Fee Increase | Additional Fee Increase |
|-------------------------------------------------------------------|----------------------------------|--------------------------------------------------------|-------------------|-------------------------|-------------------|-------------------------|
| <b>Development Application Fees</b>                               |                                  |                                                        |                   |                         |                   |                         |
| Commercial Site Plan*                                             |                                  |                                                        |                   |                         |                   |                         |
| 0-5 Acres                                                         | \$575.00 per Plan set            | \$55.00 per Acre                                       |                   |                         |                   |                         |
| 5.01-10 acres                                                     | \$1,585.00 per Plan set          | \$173.00 per Acre                                      |                   |                         |                   |                         |
| 10.01-15 acres                                                    | \$2,450.00 per Plan set          | \$144.00 per Acre                                      |                   |                         |                   |                         |
| 15.1-20 acres                                                     | \$3,170.00 per Plan set          | \$115.00 per Acre                                      |                   |                         |                   |                         |
| > 20.1 acres                                                      | \$3,745.00 per Plan set          | \$100.00 per Acre                                      |                   |                         |                   |                         |
| Each Revised Plan*                                                | \$250.00 per Plan set            | \$50.00 per Lot                                        |                   |                         |                   |                         |
| Site Plan Amendment (minor)                                       | \$100.00 per Plan set            | NA NA                                                  |                   |                         |                   |                         |
| Site Plan Including Conditional use                               | \$650.00 per Plan set            | \$55.00 per acre                                       |                   |                         |                   |                         |
| Site Plan Nonconforming Use/Lot Review Fee                        | \$35.00 per Plan set             | NA NA                                                  |                   |                         |                   |                         |
| <b>Residential Development Plat*</b>                              |                                  |                                                        |                   |                         |                   |                         |
| Concept Plan Review                                               | \$225.00 per Plan set            |                                                        |                   |                         |                   |                         |
| Revised Concept Plan                                              | \$75.00 per Plan set             |                                                        |                   |                         |                   |                         |
| Preliminary Plan                                                  | \$575.00 per Plan set            | \$50.00 per Lot                                        |                   |                         |                   |                         |
| Each Revised Preliminary Plan                                     | \$150.00 per Plan set            | \$15.00 per Lot                                        |                   |                         |                   |                         |
| Final Plan                                                        | \$575.00 per Plan set            | \$75.00 per Lot                                        |                   |                         |                   |                         |
| Each Revised Final Plan                                           | \$250.00 per Plan set            | \$50.00 per Lot                                        |                   |                         |                   |                         |
| <b>Staff Review Fees</b>                                          |                                  |                                                        |                   |                         |                   |                         |
| Amended Subdivision                                               | \$550.00 per Plan set            | \$50.00 per Lot                                        |                   |                         |                   |                         |
| Residential Multi-Family                                          | \$750.00 per Plan set            | 1.00% Bond Amount                                      |                   |                         |                   |                         |
| All Additional Reviews Required by Plan Changes                   | \$56.40 per Hour (1/2 hour min.) | \$0.00 NA                                              |                   |                         |                   |                         |
| Get Private Pool - Above Ground Permanent                         | Bid Price Per Hour               |                                                        |                   |                         |                   |                         |
| <b>Administrative Fees</b>                                        |                                  |                                                        |                   |                         |                   |                         |
| Appeal to Board of Adjustments                                    | \$200.00 per appeal              | NA NA                                                  |                   |                         |                   |                         |
| Plat Recording Fee (Per County Recorders Fee Schedule)            | \$37.00 per Plat                 | \$1/lot + \$1/signature over 2 + \$1/each common space |                   |                         |                   |                         |
| Payback or Reimbursement Agreement                                | \$500.00 per agreement           | NA NA                                                  |                   |                         |                   |                         |
| <b>Application Fees</b>                                           |                                  |                                                        |                   |                         |                   |                         |
|                                                                   | \$0.65                           |                                                        |                   |                         |                   |                         |
| General Plan Amendment                                            | \$450.00 per Application         | NA NA                                                  |                   |                         |                   |                         |
| Re-Zone                                                           | \$425.00 per Application         | \$0.00 NA                                              |                   |                         |                   |                         |
| Conditional Use (Major)                                           | \$100.00 per Application         | Public Noticing Fees                                   |                   |                         |                   |                         |
| Conditional Use (Minor)                                           | \$100.00                         |                                                        |                   |                         |                   |                         |
| Conditional Use (Home Occupation with no customer visits to home) | \$0.00                           |                                                        |                   |                         |                   |                         |
| Conditional Use Extension or Modification (Major)                 | \$50.00 per Application          | NA NA                                                  |                   |                         |                   |                         |
| Conditional Use Extension or Modification (Minor)                 |                                  |                                                        |                   |                         |                   |                         |
| Agricultural Protection Area Designation                          | \$250.00 per Application         | \$25.00 NA                                             |                   |                         |                   |                         |
| <b>Annexation Petition and Review</b>                             |                                  |                                                        |                   |                         |                   |                         |
| 0-2 acres                                                         | \$230.00 per Application         | \$173.00 per Acre                                      |                   |                         |                   |                         |
| 2.1-5 acres                                                       | \$575.00 per Application         | \$144.00 per Acre                                      |                   |                         |                   |                         |
| 5.1-10 acres                                                      | \$1,007.00 per Application       | \$115.00 per Acre                                      |                   |                         |                   |                         |
| > 10 acres                                                        | \$1,582.00 per Application       | \$87.00 per Acre                                       |                   |                         |                   |                         |
| Easement Vacation Fee                                             | \$200.00 Per Application         | NA NA                                                  |                   |                         |                   |                         |
| Home Occupation                                                   | \$25.00 per Application          | NA NA                                                  |                   |                         |                   |                         |
| Commercial Business                                               | \$25.00 per Application          | NA NA                                                  |                   |                         |                   |                         |
| <b>Public Noticing Fees</b>                                       |                                  |                                                        |                   |                         |                   |                         |
| Public Notice Signs                                               | \$6.00 Per Sign                  |                                                        |                   |                         |                   |                         |
| Noticing Fee for impacted residents                               | \$1.00 Per Address               |                                                        |                   |                         |                   |                         |
| <b>Business License Fees</b>                                      |                                  |                                                        |                   |                         |                   |                         |
| Business License Amendment                                        | \$5.00 per Application           | NA NA                                                  |                   |                         |                   |                         |
| Business License Listing                                          | \$5.00 per copy                  | NA NA                                                  |                   |                         |                   |                         |
| Home Occupation                                                   | \$75.00 per Application          | NA NA                                                  |                   |                         |                   |                         |
| Commercial Business (Temporary - 6 months Max.)                   | \$25.00 per Application          | NA NA                                                  |                   |                         |                   |                         |
| Fireworks Stands                                                  | \$50.00 per Application          | \$ 200.00 10-day refundable clean-up deposit           |                   |                         |                   |                         |
| <b>License Fee - Commercial Retail Business</b>                   |                                  |                                                        |                   |                         |                   |                         |
| < 5,000 sf                                                        | \$75.00 per Application          | NA NA                                                  |                   |                         |                   |                         |
| 5,001-10,000 sf                                                   | \$125.00 per Application         | NA NA                                                  |                   |                         |                   |                         |
| > 10,001 sf                                                       | \$350.00 per Application         | NA NA                                                  |                   |                         |                   |                         |
| <b>License Fee - Commercial Business</b>                          |                                  |                                                        |                   |                         |                   |                         |
| Professional Services                                             | \$75.00 per Application          | NA NA                                                  |                   |                         |                   |                         |
| Sexually Oriented Business (SOB)                                  |                                  |                                                        |                   |                         |                   |                         |
| Sexually Oriented Business (SOB)                                  | \$950.00 per Application         | NA NA                                                  |                   |                         |                   |                         |
| Escort Services                                                   | \$950.00 per Application         | NA NA                                                  |                   |                         |                   |                         |

**Community Development All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                                                                                                                                           | Current Base Fee         | Additional Fee            | Proposed                                | Proposed       | Base Fee | Additional Fee |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|---------------------------|-----------------------------------------|----------------|----------|----------------|
|                                                                                                                                                           |                          |                           | Base Fee                                | Additional Fee | Increase | Increase       |
| Nude Entertainment Business                                                                                                                               | \$950.00 per Application | NA NA                     |                                         |                |          |                |
| Nude Entertainment Employee                                                                                                                               | \$250.00 per Application | NA NA                     |                                         |                |          |                |
| Semi-Nude Entertainment Business                                                                                                                          | \$950.00 per Application | NA NA                     |                                         |                |          |                |
| Semi-nude Entertainment Employee                                                                                                                          | \$250.00 per Application | NA NA                     |                                         |                |          |                |
| Nude Entertainment Employee (Outcall, on-site and non-performing nude entertainment/dancing agency employees)                                             | \$250.00 per Application | NA NA                     |                                         |                |          |                |
| Nude Dancing Agency                                                                                                                                       | \$950.00 per Application | NA NA                     |                                         |                |          |                |
| Semi-Nude Dancing Agency                                                                                                                                  | \$950.00 per Application | NA NA                     |                                         |                |          |                |
| Outcall Agency                                                                                                                                            | \$950.00 per Application | NA NA                     |                                         |                |          |                |
| Outcall Agency Employee (Off-site services)                                                                                                               | \$250.00 per Application | NA NA                     |                                         |                |          |                |
| Disclosure Application investigation                                                                                                                      | \$50.00 per Application  | NA NA                     |                                         |                |          |                |
| Outcall Agency Employee (Off-site services)                                                                                                               | \$252.00 per Application | NA NA                     |                                         |                |          |                |
| Application for 2+ Licenses at one time                                                                                                                   | \$20.00 per Application  | Higher of applicable fees |                                         |                |          |                |
| Outcall Agency Employee (Off-site services)                                                                                                               | \$254.00 per Application | NA NA                     |                                         |                |          |                |
| Solicitors/Mobile Sales/Vendors (annual fee)                                                                                                              | \$25.00 per Application  | NA NA                     |                                         |                |          |                |
| License per solicitor                                                                                                                                     | \$25.00 per Month        | NA NA                     |                                         |                |          |                |
| Alcoholic Beverages                                                                                                                                       |                          |                           |                                         |                |          |                |
| Class "A"                                                                                                                                                 | \$200.00 per Application | NA NA                     |                                         |                |          |                |
| Class "B"                                                                                                                                                 | \$300.00 per Application | NA NA                     |                                         |                |          |                |
| Pawn Shops                                                                                                                                                | \$450.00 per Application | NA NA                     |                                         |                |          |                |
| Duplicate Business License                                                                                                                                | \$5.00 per Application   | NA NA                     |                                         |                |          |                |
| Late Payment Fees                                                                                                                                         |                          |                           |                                         |                |          |                |
| Paid after Jan 31                                                                                                                                         | 50.00% of renewal fee    |                           |                                         |                |          |                |
| Paid after Feb. 28                                                                                                                                        | 75.00% of renewal fee    |                           |                                         |                |          |                |
| Paid after Mar 31                                                                                                                                         | 100.00% of renewal fee   |                           |                                         |                |          |                |
| <b>Fines</b>                                                                                                                                              |                          |                           |                                         |                |          |                |
| Utility Excavation without a Permit                                                                                                                       | \$250.00 per Incident    | NA NA                     |                                         |                |          |                |
| Storm Water Pollution - Illicit Discharge                                                                                                                 | \$200.00 Per Incident    |                           |                                         |                |          |                |
| Storm Water - Post construction BMP removal                                                                                                               | \$100.00 Per BMP         |                           |                                         |                |          |                |
| Construction Activity Without a Permit when required                                                                                                      | \$100.00 per Incident    | NA NA                     |                                         |                |          |                |
| Operating without a business license                                                                                                                      | \$15.00 per Incident     | Certified mailing costs   |                                         |                |          |                |
| Late Payment Fees                                                                                                                                         | \$20.00 per month        |                           |                                         |                |          |                |
| Weed Mowing (Code Enforcement)                                                                                                                            |                          |                           |                                         |                |          |                |
| Class B - A parcel of 1/4 acre or less with weeds and/or a heavy amount of trash (i.e. tires, building materials, stumps, etc.)                           |                          |                           | \$170.00                                |                |          |                |
| Class C - A parcel greater than 1/4 acre, but less than 1/2 acre with weeds and/or a small amount of trash                                                |                          |                           | \$180.00                                |                |          |                |
| Class D - A parcel greater than 1/4 acre, but less than 1/2 acre with weeds and/or a heavy amount of trash (i.e. tires, building materials, stumps, etc.) |                          |                           | \$205.00                                |                |          |                |
| Class E - A parcel greater than 1/2 acre, but less than 3/4 acre with weeds and/or a small amount of trash                                                |                          |                           | \$225.00                                |                |          |                |
| Class F - A parcel greater than 1/2 acre, but less than 3/4 acre with weeds and/or a heavy amount of trash (i.e. tires, building materials, stumps, etc.) |                          |                           | \$255.00                                |                |          |                |
| Class G - A parcel greater than 3/4 acre, but less than 1 acre with weeds and/or a small amount of trash                                                  |                          |                           | \$262.50                                |                |          |                |
| Class H - A parcel greater than 3/4 acre, but less than 1 acre with weeds and or a heavy amount of trash (i.e. tires, building materials, stumps, etc.)   |                          |                           | \$352.50                                |                |          |                |
| Class I - A parcel greater than 1 acre, but less than 2 acres with weeds and/or a small amount of trash                                                   |                          |                           | \$375.00                                |                |          |                |
| Class J - A parcel greater than 1 acre, but less than 2 acres with weeds and/or a heavy amount of trash (i.e. tires, building materials, stumps, etc.)    |                          |                           | \$412.50                                |                |          |                |
| Class K - A parcel greater than 2 acres, but less than 3 acres with weeds and/or a small amount of trash                                                  |                          |                           | \$457.50                                |                |          |                |
| Class L - A parcel greater than 2 acres, but less than 3 acres with weeds and/or a heavy amount of trash (i.e. tires, building materials, stumps, etc.)   |                          |                           | \$615.00                                |                |          |                |
| Special Class - Special nuisances not easily classified requiring hourly fees for drivers, trucks, tractors, and hand work.                               |                          |                           | bids will be obtained from contractors. |                |          |                |
| 1/4 acre = 10,890 square feet                                                                                                                             |                          |                           |                                         |                |          |                |
| 1/2 acre = 21,780 square feet                                                                                                                             |                          |                           |                                         |                |          |                |
| 3/4 acre = 32,674 square feet                                                                                                                             |                          |                           |                                         |                |          |                |
| 1 acre = 43,560 square feet                                                                                                                               |                          |                           |                                         |                |          |                |
| **All rates include dump fees                                                                                                                             |                          |                           |                                         |                |          |                |
| Administration Fee for each subsequent weed mowing incident                                                                                               | \$50.00 per incident     | NA NA                     |                                         |                |          |                |
| Hourly Rates                                                                                                                                              |                          |                           |                                         |                |          |                |
| Weedeater                                                                                                                                                 | \$33.00                  |                           |                                         |                |          |                |
| Edger                                                                                                                                                     | \$33.00                  |                           |                                         |                |          |                |
| Leaf Blower                                                                                                                                               | \$33.00                  |                           |                                         |                |          |                |
| Push Mower                                                                                                                                                | \$36.00                  |                           |                                         |                |          |                |
| Small Riding Mower                                                                                                                                        | \$43.50                  |                           |                                         |                |          |                |
| Large Riding Mower                                                                                                                                        | \$52.50                  |                           |                                         |                |          |                |
| Tractor                                                                                                                                                   | \$75.00                  |                           |                                         |                |          |                |
| Truck/Trailer                                                                                                                                             | \$82.50                  |                           |                                         |                |          |                |
| Tractor/Mower                                                                                                                                             | \$78.00                  |                           |                                         |                |          |                |
| **Hourly rates include operator, equipment, and all incidentals required to complete the work.                                                            |                          |                           |                                         |                |          |                |

**Community Development All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                                                                                 | Current Base Fee         | Additional Fee | Proposed Base Fee | Proposed Additional Fee | Base Fee Increase | Additional Fee Increase |
|-------------------------------------------------------------------------------------------------|--------------------------|----------------|-------------------|-------------------------|-------------------|-------------------------|
| <b>Excavation Permit Fees</b>                                                                   |                          |                |                   |                         |                   |                         |
| NOTE: Trench Repair Fees for Excavations between October 15th and May 15th are double fee shown |                          |                |                   |                         |                   |                         |
| Administrative Fee                                                                              | \$47.00 per application  |                |                   |                         |                   |                         |
| Curb & Gutter Repair                                                                            | \$20.00 per lf           | NA NA          |                   |                         |                   |                         |
| Sidewalk Repair                                                                                 | \$10.00 per lf           | NA NA          |                   |                         |                   |                         |
| Phone/Power/Cable Trench Repair Fee for Perpendicular Cuts                                      |                          |                |                   |                         |                   |                         |
| 26'-0" Wide Road (50' ROW)                                                                      |                          |                |                   |                         |                   |                         |
| 1'-0" to 13'-0" Cut                                                                             | \$46.14 per Application  | NA NA          |                   |                         |                   |                         |
| 14'-0" to 26'-0" Cut                                                                            | \$92.40 per Application  | NA NA          |                   |                         |                   |                         |
| 32'-0" Wide Road (50'-60' ROW)                                                                  |                          |                |                   |                         |                   |                         |
| 1'-0" to 16'-0" Cut                                                                             | \$56.88 per Application  | NA NA          |                   |                         |                   |                         |
| Cut 17'-0" to 32'-0" Cut                                                                        | \$132.64 per Application | NA NA          |                   |                         |                   |                         |
| 36'-0" Wide Road (60' ROW)                                                                      |                          |                |                   |                         |                   |                         |
| 1'-0" to 18'-0" Cut                                                                             | \$63.96 per Application  | NA NA          |                   |                         |                   |                         |
| 19'-0" to 36'-0" Cut                                                                            | \$127.92 per Application | NA NA          |                   |                         |                   |                         |
| 42'-0" Wide Road (66' ROW)                                                                      |                          |                |                   |                         |                   |                         |
| 1'-0" to 21'-0" Cut                                                                             | \$78.12 per Application  | NA NA          |                   |                         |                   |                         |
| 22'-0" to 42'-0" Cut                                                                            | \$156.42 per Application | NA NA          |                   |                         |                   |                         |
| 56'-0" Wide Road (80' ROW)                                                                      |                          |                |                   |                         |                   |                         |
| 1'-0" to 21'-0" Cut                                                                             | \$78.12 per Application  | NA NA          |                   |                         |                   |                         |
| 22'-0" to 35'-0" Cut                                                                            | \$127.92 per Application | NA NA          |                   |                         |                   |                         |
| 36'-0" to 56'-0" Cut                                                                            | \$198.80 per Application | NA NA          |                   |                         |                   |                         |
| Water Line Trench Repair Fee for Perpendicular Cuts                                             |                          |                |                   |                         |                   |                         |
| 26'-0" Wide Road (50' ROW)                                                                      |                          |                |                   |                         |                   |                         |
| 1'-0" to 13'-0" Cut                                                                             | \$53.83 per Application  | NA NA          |                   |                         |                   |                         |
| 14'-0" to 26'-0" Cut                                                                            | \$107.66 per Application | NA NA          |                   |                         |                   |                         |
| 32'-0" Wide Road (50'-60' ROW)                                                                  |                          |                |                   |                         |                   |                         |
| 1'-0" to 16'-0" Cut                                                                             | \$66.36 per Application  | NA NA          |                   |                         |                   |                         |
| Cut 17'-0" to 32'-0" Cut                                                                        | \$132.72 per Application | NA NA          |                   |                         |                   |                         |
| 36'-0" Wide Road (60' ROW)                                                                      |                          |                |                   |                         |                   |                         |
| 1'-0" to 18'-0" Cut                                                                             | \$74.62 per Application  | NA NA          |                   |                         |                   |                         |
| 19'-0" to 36'-0" Cut                                                                            | \$149.24 per Application | NA NA          |                   |                         |                   |                         |
| 42'-0" Wide Road (66' ROW)                                                                      |                          |                |                   |                         |                   |                         |
| 1'-0" to 21'-0" Cut                                                                             | \$87.08 per Application  | NA NA          |                   |                         |                   |                         |
| 22'-0" to 42'-0" Cut                                                                            | \$174.16 per Application | NA NA          |                   |                         |                   |                         |
| 56'-0" Wide Road (80' ROW)                                                                      |                          |                |                   |                         |                   |                         |
| 1'-0" to 21'-0" Cut                                                                             | \$87.08 per Application  | NA NA          |                   |                         |                   |                         |
| 22'-0" to 35'-0" Cut                                                                            | \$145.46 per Application | NA NA          |                   |                         |                   |                         |
| 36'-0" to 56'-0" Cut                                                                            | \$232.12 per Application | NA NA          |                   |                         |                   |                         |
| Storm Drain Lines Trench Repair Fee for Perpendicular Cuts                                      |                          |                |                   |                         |                   |                         |
| 26'-0" Wide Road (50' ROW)                                                                      |                          |                |                   |                         |                   |                         |
| 1'-0" to 13'-0" Cut                                                                             | \$61.52 per Application  | NA NA          |                   |                         |                   |                         |
| 14'-0" to 26'-0" Cut                                                                            | \$123.04 per Application | NA NA          |                   |                         |                   |                         |
| 32'-0" Wide Road (50'-60' ROW)                                                                  |                          |                |                   |                         |                   |                         |
| 1'-0" to 16'-0" Cut                                                                             | \$75.84 per Application  | NA NA          |                   |                         |                   |                         |
| Cut 17'-0" to 32'-0" Cut                                                                        | \$151.68 per Application | NA NA          |                   |                         |                   |                         |
| 36'-0" Wide Road (60' ROW)                                                                      |                          |                |                   |                         |                   |                         |
| 1'-0" to 18'-0" Cut                                                                             | \$85.25 per Application  | NA NA          |                   |                         |                   |                         |
| 19'-0" to 36'-0" Cut                                                                            | \$170.56 per Application | NA NA          |                   |                         |                   |                         |
| 42'-0" Wide Road (66' ROW)                                                                      |                          |                |                   |                         |                   |                         |
| 1'-0" to 21'-0" Cut                                                                             | \$99.52 per Application  | NA NA          |                   |                         |                   |                         |
| 22'-0" to 42'-0" Cut                                                                            | \$199.04 per Application | NA NA          |                   |                         |                   |                         |
| 56'-0" Wide Road (80' ROW)                                                                      |                          |                |                   |                         |                   |                         |
| 1'-0" to 21'-0" Cut                                                                             | \$99.52 per Application  | NA NA          |                   |                         |                   |                         |
| 22'-0" to 35'-0" Cut                                                                            | \$166.24 per Application | NA NA          |                   |                         |                   |                         |
| 36'-0" to 56'-0" Cut                                                                            | \$265.28 per Application | NA NA          |                   |                         |                   |                         |
| Sanitary Sewer Lines Trench Repair Fee for Perpendicular Cuts                                   |                          |                |                   |                         |                   |                         |
| 26'-0" Wide Road (50' ROW)                                                                      |                          |                |                   |                         |                   |                         |
| 1'-0" to 13'-0" Cut                                                                             | \$69.21 per Application  | NA NA          |                   |                         |                   |                         |
| 14'-0" to 26'-0" Cut                                                                            | \$138.24 per Application | NA NA          |                   |                         |                   |                         |
| 32'-0" Wide Road (50'-60' ROW)                                                                  |                          |                |                   |                         |                   |                         |
| 1'-0" to 16'-0" Cut                                                                             | \$85.32 per Application  | NA NA          |                   |                         |                   |                         |

**Community Development All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                                   | Current Base Fee              | Additional Fee | Proposed Base Fee | Proposed Additional Fee | Base Fee Increase | Additional Fee Increase |
|---------------------------------------------------|-------------------------------|----------------|-------------------|-------------------------|-------------------|-------------------------|
| Cut 17'-0" to 32'-0" Cut                          | \$170.64 per Application      | NA NA          |                   |                         |                   |                         |
| 36'-0" Wide Road (60' ROW)                        |                               |                |                   |                         |                   |                         |
| 1'-0" to 18'-0" Cut                               | \$99.40 per Application       | NA NA          |                   |                         |                   |                         |
| 19'-0" to 36'-0" Cut                              | \$191.88 per Application      | NA NA          |                   |                         |                   |                         |
| 42'-0" Wide Road (66' ROW)                        |                               |                |                   |                         |                   |                         |
| 1'-0" to 21'-0" Cut                               | \$111.96 per Application      | NA NA          |                   |                         |                   |                         |
| 22'-0" to 42'-0" Cut                              | \$223.92 per Application      | NA NA          |                   |                         |                   |                         |
| 56'-0" Wide Road (80' ROW)                        |                               |                |                   |                         |                   |                         |
| 1'-0" to 21'-0" Cut                               | \$111.96 per Application      | NA NA          |                   |                         |                   |                         |
| 22'-0" to 35'-0" Cut                              | \$187.02 per Application      | NA NA          |                   |                         |                   |                         |
| 36'-0" to 56'-0" Cut                              | \$298.44 per Application      | NA NA          |                   |                         |                   |                         |
| Combined Trench Repair Fee for Perpendicular Cuts | \$35.00                       |                |                   |                         |                   |                         |
| 26'-0" Wide Road (50' ROW)                        | Sign Valuation Per Sign       |                |                   |                         |                   |                         |
| 1'-0" to 13'-0" Cut                               | \$76.80 per Application       | NA NA          |                   |                         |                   |                         |
| 14'-0" to 26'-0" Cut                              | \$153.60 per Application      | NA NA          |                   |                         |                   |                         |
| 32'-0" Wide Road (50'-60' ROW)                    |                               |                |                   |                         |                   |                         |
| 1'-0" to 16'-0" Cut                               | \$94.80 per Application       | NA NA          |                   |                         |                   |                         |
| Cut 17'-0" to 32'-0" Cut                          | \$189.60 per Application      | NA NA          |                   |                         |                   |                         |
| 36'-0" Wide Road (60' ROW)                        |                               |                |                   |                         |                   |                         |
| 1'-0" to 18'-0" Cut                               | \$106.60 per Application      | NA NA          |                   |                         |                   |                         |
| 19'-0" to 36'-0" Cut                              | \$213.20 per Application      | NA NA          |                   |                         |                   |                         |
| 42'-0" Wide Road (66' ROW)                        |                               |                |                   |                         |                   |                         |
| 1'-0" to 21'-0" Cut                               | \$124.40 per Application      | NA NA          |                   |                         |                   |                         |
| 22'-0" to 42'-0" Cut                              | \$248.80 per Application      | NA NA          |                   |                         |                   |                         |
| 56'-0" Wide Road (80' ROW)                        |                               |                |                   |                         |                   |                         |
| 1'-0" to 21'-0" Cut                               | \$124.40 per Application      | NA NA          |                   |                         |                   |                         |
| 22'-0" to 35'-0" Cut                              | \$207.80 per Application      | NA NA          |                   |                         |                   |                         |
| 36'-0" to 56'-0" Cut                              | \$331.60 per Application      | NA NA          |                   |                         |                   |                         |
| Trench Repair Fee for Parallel Cuts               |                               |                |                   |                         |                   |                         |
| 26'-0" Wide Road (50' ROW)                        |                               |                |                   |                         |                   |                         |
| 1'-0" to 13'-0" Cut                               | \$3.85 per foot of resurface  | NA NA          |                   |                         |                   |                         |
| 14'-0" to 26'-0" Cut                              | \$7.70 per foot of resurface  | NA NA          |                   |                         |                   |                         |
| 32'-0" Wide Road (50'-60' ROW)                    |                               |                |                   |                         |                   |                         |
| 1'-0" to 16'-0" Cut                               | \$4.74 per foot of resurface  | NA NA          |                   |                         |                   |                         |
| Cut 17'-0" to 32'-0" Cut                          | \$9.47 per foot of resurface  | NA NA          |                   |                         |                   |                         |
| 36'-0" Wide Road (60' ROW)                        |                               |                |                   |                         |                   |                         |
| 1'-0" to 18'-0" Cut                               | \$5.33 per foot of resurface  | NA NA          |                   |                         |                   |                         |
| 19'-0" to 36'-0" Cut                              | \$10.66 per foot of resurface | NA NA          |                   |                         |                   |                         |
| 42'-0" Wide Road (66' ROW)                        |                               |                |                   |                         |                   |                         |
| 1'-0" to 21'-0" Cut                               | \$6.22 per foot of resurface  | NA NA          |                   |                         |                   |                         |
| 22'-0" to 42'-0" Cut                              | \$12.44 per foot of resurface | NA NA          |                   |                         |                   |                         |
| 56'-0" Wide Road (80' ROW)                        |                               |                |                   |                         |                   |                         |
| 1'-0" to 21'-0" Cut                               | \$6.22 per foot of resurface  | NA NA          |                   |                         |                   |                         |
| 22'-0" to 35'-0" Cut                              | \$10.36 per foot of resurface | NA NA          |                   |                         |                   |                         |
| 36'-0" to 56'-0" Cut                              | \$16.58 per foot of resurface | NA NA          |                   |                         |                   |                         |

\* Site Plan Review includes one (1) additional corrections review after first submittal

**Storm Water Activity Permit Fees**

|                                       |            |                 |
|---------------------------------------|------------|-----------------|
| Storm Water Permit Fees               | \$50.00    | Per application |
| Deposit - Storm Water Activity Permit | \$1,000.00 | Per application |

**Utility Bill Advertising Fees**

NOTE: See Resolution R11- for policies governing advertising on the Utility Bill

|                                           | Per Issue Rate |
|-------------------------------------------|----------------|
| Full page color ad (8.5" x 11")           | \$850.00       |
| Full page black and white ad (8.5" x 11") | \$400.00       |
| Half page color ad                        | \$500.00       |
| Half page black and white ad              | \$250.00       |

**Utilities**

**All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                                                                            | Current Base Fee         | Additional Fee | Proposed<br>Base Fee | Proposed<br>Additional<br>Fee | Base Fee<br>Increase | Additional Fee<br>Increase |
|--------------------------------------------------------------------------------------------|--------------------------|----------------|----------------------|-------------------------------|----------------------|----------------------------|
| <b>Utility Rates</b>                                                                       |                          |                |                      |                               |                      |                            |
| Garbage Service                                                                            |                          |                |                      |                               |                      |                            |
| Service                                                                                    | \$9.95 per month         | N/A NA         |                      |                               |                      |                            |
| New Garbage Can Set-up                                                                     | \$100.00 ea. Unit        | NA NA          |                      |                               |                      |                            |
| Extra Garbage Can (Limit 3)                                                                | \$7.20 ea. Unit          | NA NA          |                      |                               |                      |                            |
| Green Waste Can                                                                            | \$6.50 ea. Unit          | N/A N/A        |                      |                               |                      |                            |
| Replacement Cost                                                                           | \$90.00 per can          | NA NA          |                      |                               |                      |                            |
| Early Return of Extra Can(s) - less than six (6) months                                    | \$35.00 per can          | NA NA          |                      |                               |                      |                            |
| Street Lighting (Effective May 1st, 2009)                                                  |                          |                |                      |                               |                      |                            |
| Street Ligting Power Fee                                                                   | \$1.00 per month         | NA NA          |                      |                               |                      |                            |
| Purchase of New Street Lights                                                              | \$0.32 per month         | NA NA          |                      |                               |                      |                            |
| Parks Maintenance Fee                                                                      | \$2.93 per month         | NA NA          |                      |                               |                      |                            |
| Temporary Meter (New Construction)                                                         | \$30.00 per application  | NA NA          |                      |                               |                      |                            |
| New Service (Does not include impact fee)                                                  | \$25.00 per application  | NA NA          |                      |                               |                      |                            |
| Utility Account Transfer (within City limits)                                              | \$15.00 per request      | NA NA          |                      |                               |                      |                            |
| Late Fee on Delinquent Accounts                                                            | \$20.00 per incident     | NA NA          |                      |                               |                      |                            |
| Request for Re-establishment of Service after Delinquency                                  |                          |                |                      |                               |                      |                            |
| First Occurrence                                                                           | \$35.00 per request      | NA NA          |                      |                               |                      |                            |
| Subsequent Occurrences (Same Year)                                                         | \$50.00 per request      | NA NA          |                      |                               |                      |                            |
| After Hours Re-connection of Service                                                       | \$35.00 per request      | NA NA          |                      |                               |                      |                            |
| Deposit for Water Service                                                                  |                          |                |                      |                               |                      |                            |
| Residential                                                                                | \$75.00 per application  | NA NA          |                      |                               |                      |                            |
| Commercial/Industrial/Multi-Family                                                         | \$100.00 per application | NA NA          |                      |                               |                      |                            |
| Culinary Water Service                                                                     |                          |                |                      |                               |                      |                            |
| Private Pool - Above Ground Permanent                                                      | \$2.20 per 1,000 gallons |                |                      |                               |                      |                            |
| Commercial Construction (not to be pro-rated)                                              | \$2.20 per 1,000 gallons |                |                      |                               |                      |                            |
| Commercial Service                                                                         |                          |                |                      |                               |                      |                            |
| < 10,000 Gallons                                                                           | \$16.50 per month        | NA NA          |                      |                               |                      |                            |
| 10,001-30,000 gallons                                                                      | \$1.65 per 1,000 gallons | NA NA          |                      |                               |                      |                            |
| 30,001-40,000 gallons                                                                      | \$2.05 per 1,000 gallons | NA NA          |                      |                               |                      |                            |
| > 40,000 gallons                                                                           | \$2.65 per 1,000 gallons | NA NA          |                      |                               |                      |                            |
| Residential Service (with secondary water)                                                 |                          |                |                      |                               |                      |                            |
| < 8,000 Gallons                                                                            | \$16.50 per month        | NA NA          |                      |                               |                      |                            |
| 8,001 -15,000 gallons                                                                      | \$2.05 per 1,000 gallons | NA NA          |                      |                               |                      |                            |
| > 15,000 gallons                                                                           | \$2.45 per 1,000 gallons | NA NA          |                      |                               |                      |                            |
| Residential Service (without secondary water)                                              |                          |                |                      |                               |                      |                            |
| < 8,000 Gallons                                                                            | \$16.50 per month        | NA NA          |                      |                               |                      |                            |
| 8,001 -15,000 gallons                                                                      | \$2.20 per 1,000 gallons | NA NA          |                      |                               |                      |                            |
| 15,001-20,000 gallons                                                                      | \$2.75 per 1,000 gallons | NA NA          |                      |                               |                      |                            |
| > 20,000 gallons                                                                           | \$4.10 per 1,000 gallons | NA NA          |                      |                               |                      |                            |
| All Non-Residential Service                                                                |                          |                |                      |                               |                      |                            |
| < 8,000 Gallons                                                                            | \$22.50 per month        | NA NA          |                      |                               |                      |                            |
| 8,001 -15,000 gallons                                                                      | \$2.20 per 1,000 gallons | NA NA          |                      |                               |                      |                            |
| 15,001-20,000 gallons                                                                      | \$2.75 per 1,000 gallons | NA NA          |                      |                               |                      |                            |
| > 20,000 gallons                                                                           | \$4.10 per 1,000 gallons | NA NA          |                      |                               |                      |                            |
| Secondary Water Service (rate based on 3/4" line size flow for any service larger than 1") |                          |                |                      |                               |                      |                            |
| 3/4" line                                                                                  | \$15.50 per month        | NA NA          |                      |                               |                      |                            |
| 1" line                                                                                    | \$21.50 per month        | NA NA          |                      |                               |                      |                            |
| 1 1/2" line                                                                                | \$58.00 per month        | NA NA          |                      |                               |                      |                            |
| 2" line                                                                                    | \$103.11 per month       | NA NA          |                      |                               |                      |                            |
| 3" line                                                                                    | \$184.50 per month       | NA NA          |                      |                               |                      |                            |
| 4" line                                                                                    | \$412.44 per month       | NA NA          |                      |                               |                      |                            |
| 6" line                                                                                    | \$928.00 per month       | NA NA          |                      |                               |                      |                            |

**Utilities**

**All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                                          | Current Base Fee           | Additional Fee                                      | Proposed<br>Base Fee | Proposed<br>Additional<br>Fee | Base Fee<br>Increase | Additional Fee<br>Increase |
|----------------------------------------------------------|----------------------------|-----------------------------------------------------|----------------------|-------------------------------|----------------------|----------------------------|
| 8" line                                                  | \$1,649.78 per month       | NA NA                                               |                      |                               |                      |                            |
| Hydrant Meter                                            |                            |                                                     |                      |                               |                      |                            |
| Meter Deposit                                            | \$1,200.00 per application | NA NA                                               |                      |                               |                      |                            |
| Administrative Fee                                       | \$30.00 per application    | NA NA                                               |                      |                               |                      |                            |
| Hydrant Rental                                           |                            |                                                     |                      |                               |                      |                            |
| Short Term (up to 3 days)                                | \$8.00 per application     | \$2.00 per 1,000 gallons                            |                      |                               |                      |                            |
| Long Term (Monthly)                                      | \$30.00 per month          | \$2.00 per 1,000 gallons                            |                      |                               |                      |                            |
| General Use Fee                                          | \$2.20 per 1,000 gallons   | NA NA                                               |                      |                               |                      |                            |
| Hydrant Flushing                                         | \$250.00 per Flushing      | \$2.18 per 1,000 gallons                            |                      |                               |                      |                            |
| Sewer Service (Waste)                                    |                            |                                                     |                      |                               |                      |                            |
| Residential                                              | \$20.80 per month          | NA NA                                               |                      |                               |                      |                            |
| Commercial                                               | \$20.80 per month          | \$1.55 Per 1000 gallons over 5,500 gallons of water |                      |                               |                      |                            |
| Sewer Service (Storm)                                    |                            |                                                     |                      |                               |                      |                            |
| Residential                                              | \$4.55 per month           | NA NA                                               |                      |                               |                      |                            |
| Commercial                                               |                            |                                                     |                      |                               |                      |                            |
| 0 - 1 acre                                               | \$6.35 per month           | NA NA                                               |                      |                               |                      |                            |
| 1.1 - 2 acres                                            | \$12.75 per month          | NA NA                                               |                      |                               |                      |                            |
| 2.1 - 2 acres                                            | \$19.10 per month          | NA NA                                               |                      |                               |                      |                            |
| 3.1 - 4 acres                                            | \$25.45 per month          | NA NA                                               |                      |                               |                      |                            |
| 4.1 - 5 acres                                            | \$31.80 per month          | NA NA                                               |                      |                               |                      |                            |
| 5.1 - 6 acres                                            | \$38.20 per month          | NA NA                                               |                      |                               |                      |                            |
| 6.1 - 7 acres                                            | \$44.55 per month          | NA NA                                               |                      |                               |                      |                            |
| 7.1 - 8 acres                                            | \$50.90 per month          | NA NA                                               |                      |                               |                      |                            |
| 8.1 - 9 acres                                            | \$57.25 per month          | NA NA                                               |                      |                               |                      |                            |
| Each additional acre                                     | \$6.35 per month           | NA NA                                               |                      |                               |                      |                            |
| Secondary Water - Open Land in a Residential Subdivision | \$0.19 sf of pervious area | NA NA                                               |                      |                               |                      |                            |
| Public Works                                             |                            |                                                     |                      |                               |                      |                            |
| Sidewalk & Driveway Approach Replacement                 | \$45.00 per inspection     | NA NA                                               |                      |                               |                      |                            |
| Street Sweeping (Contractor failure to clean)            | \$515.00 per incident      | Time & Material for City Personnel                  |                      |                               |                      |                            |
| <b>Fines</b>                                             |                            |                                                     |                      |                               |                      |                            |
| Fines - Water Meter Tampering                            | \$35.00 per Incident       | NA NA                                               |                      |                               |                      |                            |

**Parks & Recreation All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                               | Current Base Fee                  | Additional Fee                      | Proposed Base Fee | Proposed Additional Fee | Base Fee Increase | Additional Fee Increase |
|-----------------------------------------------|-----------------------------------|-------------------------------------|-------------------|-------------------------|-------------------|-------------------------|
| <b>Community Center Fees</b>                  |                                   |                                     |                   |                         |                   |                         |
| Rental - after hours fee for all activities   | \$10.00 per hour per staff member |                                     |                   |                         |                   |                         |
| Rental - Gymnasium                            |                                   |                                     |                   |                         |                   |                         |
| Resident                                      | \$100.00 per hour per gym         | \$500.00 per 8 hours per gym        |                   |                         |                   |                         |
| Non-resident                                  | \$150.00 per hour per gym         | \$800.00 per 8 hours per gym        |                   |                         |                   |                         |
| Rental - Classroom/Craft Room                 |                                   |                                     |                   |                         |                   |                         |
| Resident                                      | \$25.00 per hour per room         | \$160.00 per 8 hours per room       |                   |                         |                   |                         |
| Non-resident                                  | \$45.00 per hour per room         | \$280.00 per 8 hours per room       |                   |                         |                   |                         |
| <b>Memberships</b>                            |                                   |                                     |                   |                         |                   |                         |
| Children (Ages 5-13)                          |                                   |                                     |                   |                         |                   |                         |
| Resident                                      | \$0.50 per day                    | \$5.00 per month or \$36 per year   |                   |                         |                   |                         |
| Non-Resident                                  | \$0.50 per day                    | \$8.00 per month or \$61 per year   |                   |                         |                   |                         |
| Youth (Ages 14-17)                            |                                   |                                     |                   |                         |                   |                         |
| Resident                                      | \$1.00 per day                    | \$11.00 per month or \$76 per year  |                   |                         |                   |                         |
| Non-Resident                                  | \$1.00 per day                    | \$16.00 per month or \$101 per year |                   |                         |                   |                         |
| Adults (Ages 18-59)                           |                                   |                                     |                   |                         |                   |                         |
| Resident                                      | \$2.00 per day                    | \$16.00 per month or \$101 per year |                   |                         |                   |                         |
| Non-Resident                                  | \$2.00 per day                    | \$26.00 per month or \$181 per year |                   |                         |                   |                         |
| Seniors (Ages 60+)                            |                                   |                                     |                   |                         |                   |                         |
| Resident                                      | \$0.50 per day                    | \$5.00 per month or \$36 per year   |                   |                         |                   |                         |
| Non-Resident                                  | \$0.50 per day                    | \$8.00 per month or \$61 per year   |                   |                         |                   |                         |
| Seniors Couples                               |                                   |                                     |                   |                         |                   |                         |
| Resident                                      | n/a per day                       | \$7.00 per month or \$56 per year   |                   |                         |                   |                         |
| Non-Resident                                  | n/a per day                       | \$11.00 per month or \$101 per year |                   |                         |                   |                         |
| Adult Couples                                 |                                   |                                     |                   |                         |                   |                         |
| Resident                                      | n/a per day                       | \$26.00 per month or \$176 per year |                   |                         |                   |                         |
| Non-Resident                                  | n/a per day                       | \$46.00 per month or \$301 per year |                   |                         |                   |                         |
| Families                                      |                                   |                                     |                   |                         |                   |                         |
| Resident                                      | n/a per day                       | \$51.00 per month or \$251 per year |                   |                         |                   |                         |
| Non-Resident                                  | n/a per day                       | \$76.00 per month or \$401 per year |                   |                         |                   |                         |
| <b>Park Rental Fees</b>                       |                                   |                                     |                   |                         |                   |                         |
| Park Land Rental (Concessionaire)             | \$250.00 per month                | NA NA                               |                   |                         |                   |                         |
| Athletic Fields                               |                                   |                                     |                   |                         |                   |                         |
| Non-Recreational Play                         | \$25.00 per (4) hour period       | \$5.00 per hour for 5+ hours        |                   |                         |                   |                         |
| Resident                                      | \$50.00 per field per day         | NA NA                               |                   |                         |                   |                         |
| Non-Resident                                  | \$75.00 per field per day         | NA NA                               |                   |                         |                   |                         |
| Recreational Play                             | Fee negotiated per Contract       | NA NA                               |                   |                         |                   |                         |
| Field Lighting                                | \$30.00 per hour per field        | NA NA                               |                   |                         |                   |                         |
| Boweries (except for Jensen and Legacy Parks) |                                   |                                     |                   |                         |                   |                         |
| Bowery Rental Deposit                         | \$50.00 per application           | NA NA                               |                   |                         |                   |                         |
| Parties of 150 or Less                        |                                   |                                     |                   |                         |                   |                         |
| Resident                                      | \$25.00 per (4) hour period       | \$5.00 per hour for 5+ hours        |                   |                         |                   |                         |
| Non-Resident                                  | \$50.00 per (4) hour period       | \$10.00 per hour for 5+ hours       |                   |                         |                   |                         |
| Parties of 150 or More                        |                                   |                                     |                   |                         |                   |                         |
| Resident                                      | \$75.00 per (4) hour period       | \$10.00 per hour for 5+ hours       |                   |                         |                   |                         |
| Non-Resident                                  | \$125.00 per (4) hour period      | \$20.00 per hour for 5+ hours       |                   |                         |                   |                         |
| Ice Rink Rental (Skate Rentals not included)  | \$50.00 per 2 hour session        |                                     |                   |                         |                   |                         |
| Ice Skate Rentals                             |                                   |                                     |                   |                         |                   |                         |
| Adults (ages 13 and up)                       | \$4.00 per hour                   | NA NA                               |                   |                         |                   |                         |
| Children                                      | \$3.00 per hour                   | NA NA                               |                   |                         |                   |                         |
| Jensen Nature Park                            |                                   |                                     |                   |                         |                   |                         |
| Resident                                      | \$50.00 per (4) hour period       | NA NA                               |                   |                         |                   |                         |
| Non-Resident                                  | \$75.00 per (4) hour period       | NA NA                               |                   |                         |                   |                         |
| Jensen Park Nature Center                     |                                   |                                     |                   |                         |                   |                         |
| Resident - 1/2 Day                            | \$125.00 per rental               | NA NA                               |                   |                         |                   |                         |
| Resident - Whole Day                          | \$250.00 per rental               | NA NA                               |                   |                         |                   |                         |
| Non-resident - 1/2 Day                        | \$175.00 per rental               | NA NA                               |                   |                         |                   |                         |
| Non-resident - Whole Day                      | \$350.00 per rental               | NA NA                               |                   |                         |                   |                         |

**Parks & Recreation All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                  | Current Base Fee                  | Additional Fee                            | Proposed<br>Base Fee | Proposed<br>Additional<br>Fee | Base Fee<br>Increase | Additional<br>Fee<br>Increase |
|----------------------------------|-----------------------------------|-------------------------------------------|----------------------|-------------------------------|----------------------|-------------------------------|
| <b>Legacy Park</b>               |                                   |                                           |                      |                               |                      |                               |
| Resident                         | \$50.00 per (4) hour period       | NA NA                                     |                      |                               |                      |                               |
| Non-Resident                     | \$75.00 per (4) hour period       | NA NA                                     |                      |                               |                      |                               |
| Cancellation Fee                 | \$5.00 per cancellation           | 50% within 7 days, no refund under 3 days |                      |                               |                      |                               |
| <b>Heritage Days</b>             |                                   |                                           |                      |                               |                      |                               |
| 10 x 10 Booth                    | \$75.00 per booth                 | NA NA                                     |                      |                               |                      |                               |
| 10 x 20 Booth                    | \$120.00 per booth                | NA NA                                     |                      |                               |                      |                               |
| Power for Booth                  | \$10.00 per booth                 | NA NA                                     |                      |                               |                      |                               |
| <b>Roving Vendor Permit</b>      |                                   |                                           |                      |                               |                      |                               |
| Without a booth rental           | \$50.00 per permit                | NA NA                                     |                      |                               |                      |                               |
| With a booth rental              | \$25.00 per permit                | NA NA                                     |                      |                               |                      |                               |
| Parade Entry                     | \$10.00 per vehicle               |                                           |                      |                               |                      |                               |
| Late Fee                         | \$15.00 per application           | NA NA                                     |                      |                               |                      |                               |
| <b>Farmers Market Fees</b>       |                                   |                                           |                      |                               |                      |                               |
| Prepared Food / Retail Sales     | \$15 Per Week or \$150 per Season |                                           |                      |                               |                      |                               |
| Cottage Food                     | \$10 Per Week or \$100 per Season |                                           |                      |                               |                      |                               |
| Produce                          | \$5 Per Week or \$50 per Season   |                                           |                      |                               |                      |                               |
| Power Rental                     | \$10 Per Week or \$50 per Season  |                                           |                      |                               |                      |                               |
| <b>Sports Programs</b>           |                                   |                                           |                      |                               |                      |                               |
| Late Sign-up Fee                 | \$5.00 per person                 | NA NA                                     |                      |                               |                      |                               |
| Golf                             | \$56.00 per person                | NA NA                                     |                      |                               |                      |                               |
| Tennis                           | \$31.00 per person                | NA NA                                     |                      |                               |                      |                               |
| Football (Tackle)                | \$116.00 per person               | NA NA                                     |                      |                               |                      |                               |
| Adult Basketball                 | \$351.00 per team                 | NA NA                                     |                      |                               |                      |                               |
| <b>Soccer (Fall/Spring)</b>      |                                   |                                           |                      |                               |                      |                               |
| Resident                         | \$46.00 per person                | NA NA                                     |                      |                               |                      |                               |
| Non-Resident                     | \$61.00 per person                | NA NA                                     |                      |                               |                      |                               |
| <b>Baseball/Softball</b>         |                                   |                                           |                      |                               |                      |                               |
| <b>T-ball</b>                    |                                   |                                           |                      |                               |                      |                               |
| Resident                         | \$36.00 per person                | NA NA                                     |                      |                               |                      |                               |
| Non-Resident                     | \$51.00 per person                | NA NA                                     |                      |                               |                      |                               |
| <b>Machine Pitch</b>             |                                   |                                           |                      |                               |                      |                               |
| Resident                         | \$41.00 per person                | NA NA                                     |                      |                               |                      |                               |
| Non-Resident                     | \$41.00 per person                | NA NA                                     |                      |                               |                      |                               |
| <b>Minor League/Major League</b> |                                   |                                           |                      |                               |                      |                               |
| Resident                         | \$46.00 per person                | NA NA                                     |                      |                               |                      |                               |
| Non-Resident                     | \$61.00 per person                | NA NA                                     |                      |                               |                      |                               |
| <b>Pony/Ponytail/High School</b> |                                   |                                           |                      |                               |                      |                               |
| Resident                         | \$51.00 per person                | NA NA                                     |                      |                               |                      |                               |
| Non-Resident                     | \$66.00 per person                | NA NA                                     |                      |                               |                      |                               |
| <b>Jr High/5th - 6th Girls</b>   |                                   |                                           |                      |                               |                      |                               |
| Resident                         | \$51.00 per person                | NA NA                                     |                      |                               |                      |                               |
| Non-Resident                     | \$66.00 per person                | NA NA                                     |                      |                               |                      |                               |
| <b>Basketball</b>                |                                   |                                           |                      |                               |                      |                               |
| <b>1st-6th grades (Jr Jazz)</b>  |                                   |                                           |                      |                               |                      |                               |
| Resident                         | \$51.00 per person                | NA NA                                     |                      |                               |                      |                               |
| Non-Resident                     | \$66.00 per person                | NA NA                                     |                      |                               |                      |                               |
| <b>7th-12th grades (Jr Jazz)</b> |                                   |                                           |                      |                               |                      |                               |
| Resident                         | \$56.00 per person                | NA NA                                     |                      |                               |                      |                               |
| Non-Resident                     | \$71.00 per person                | NA NA                                     |                      |                               |                      |                               |
| <b>Itty Bitty</b>                |                                   |                                           |                      |                               |                      |                               |
| Resident                         | \$36.00 per person                | NA NA                                     |                      |                               |                      |                               |
| Non-Resident                     | \$51.00 per person                | NA NA                                     |                      |                               |                      |                               |
| <b>Equipment Rental</b>          |                                   |                                           |                      |                               |                      |                               |
| Performance Stage                | \$900.00 per day                  |                                           |                      |                               |                      |                               |

**Cemetery**

**All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                  | Current Base Fee | Additional Fee             | Proposed<br>Base Fee | Proposed<br>Additional<br>Fee | Base Fee<br>Increase | Additional Fee<br>Increase |
|----------------------------------|------------------|----------------------------|----------------------|-------------------------------|----------------------|----------------------------|
| <b>Basic Fees</b>                |                  |                            |                      |                               |                      |                            |
| Plot Purchase                    |                  |                            |                      |                               |                      |                            |
| Resident                         | \$500.00         |                            |                      |                               |                      |                            |
| Non-Resident                     | \$1,000.00       |                            |                      |                               |                      |                            |
| Plot Purchase - half/infant/urn  |                  |                            |                      |                               |                      |                            |
| Resident                         | \$250.00         |                            |                      |                               |                      |                            |
| Non-Resident                     | \$500.00         |                            |                      |                               |                      |                            |
| Interment - Adult                |                  |                            |                      |                               |                      |                            |
| Resident                         | \$300.00         |                            |                      |                               |                      |                            |
| Non-Resident                     | \$700.00         |                            |                      |                               |                      |                            |
| Interment - Child                |                  |                            |                      |                               |                      |                            |
| Resident                         | \$175.00         |                            |                      |                               |                      |                            |
| Non-Resident                     | \$400.00         |                            |                      |                               |                      |                            |
| Interment - Urn or Infant        |                  |                            |                      |                               |                      |                            |
| Resident                         | \$100.00         |                            |                      |                               |                      |                            |
| Non-Resident                     | \$200.00         |                            |                      |                               |                      |                            |
| Interment - Weekend or Holiday   |                  |                            |                      |                               |                      |                            |
| Resident                         | \$200.00         |                            |                      |                               |                      |                            |
| Non-Resident                     | \$200.00         |                            |                      |                               |                      |                            |
| Disinterment                     |                  |                            |                      |                               |                      |                            |
| Resident                         | \$400.00         |                            |                      |                               |                      |                            |
| Non-Resident                     | \$400.00         |                            |                      |                               |                      |                            |
| Monument Move (Flat Monument)    |                  |                            |                      |                               |                      |                            |
| Resident                         | \$50.00          |                            |                      |                               |                      |                            |
| Non-Resident                     | \$50.00          |                            |                      |                               |                      |                            |
| Monument Move (Upright Monument) |                  |                            |                      |                               |                      |                            |
| Resident                         | \$250.00         |                            |                      |                               |                      |                            |
| Non-Resident                     | \$250.00         |                            |                      |                               |                      |                            |
| Position Transfer Fee            |                  |                            |                      |                               |                      |                            |
| Resident                         | \$35.00          |                            |                      |                               |                      |                            |
| Non-Resident                     | \$35.00          |                            |                      |                               |                      |                            |
| After Hours fee (3:00 p.m.)      |                  |                            |                      |                               |                      |                            |
| Resident                         | \$100.00         |                            |                      |                               |                      |                            |
| Non-Resident                     | \$100.00         |                            |                      |                               |                      |                            |
| Cemetery Certificate Replacement | \$10.00          | Per Additional Certificate |                      |                               |                      |                            |

**Public Safety & Public Works**

**All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                                                                                               | Current Base Fee                | Additional Fee                                     | Proposed<br>Base Fee | Proposed<br>Additional<br>Fee    | Base Fee<br>Increase | Additional Fee<br>Increase |
|---------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------------------------------------|----------------------|----------------------------------|----------------------|----------------------------|
| <b>Fire Department</b>                                                                                        |                                 |                                                    |                      |                                  |                      |                            |
| Ambulance Stand-By Fee (for-profit special events)                                                            | \$36.00 per hour                |                                                    |                      |                                  |                      |                            |
| CERT Special Class fee for additional classes requested by organizations outside of regular scheduled classes | \$200.00 per class              |                                                    |                      |                                  |                      |                            |
| Equipment issued during CERT Class                                                                            | \$25.00                         |                                                    |                      |                                  |                      |                            |
| Fire Report                                                                                                   | \$10.00                         |                                                    |                      |                                  |                      |                            |
| Fire Report with pictures                                                                                     | \$50.00                         |                                                    |                      |                                  |                      |                            |
| CPR/ First Aid Course                                                                                         |                                 |                                                    |                      |                                  |                      |                            |
| Resident                                                                                                      | \$10.00                         |                                                    |                      |                                  |                      |                            |
| Non-Resident                                                                                                  | \$20.00                         |                                                    |                      |                                  |                      |                            |
| Off-site CPR, First Aid, or AED Training course                                                               | \$200.00 per class              |                                                    |                      |                                  |                      |                            |
| Children's Bike Helmets                                                                                       | \$10.00                         |                                                    |                      |                                  |                      |                            |
| <b>Police Department</b>                                                                                      |                                 |                                                    |                      |                                  |                      |                            |
| Fingerprinting                                                                                                |                                 |                                                    |                      |                                  |                      |                            |
| Resident                                                                                                      | \$10.00 per card                |                                                    |                      |                                  |                      |                            |
| Non-Resident                                                                                                  | \$15.00 per card                |                                                    |                      |                                  |                      |                            |
| Police contract services (i.e. special events, interagency, etc)                                              |                                 |                                                    |                      |                                  |                      |                            |
| Admin Fee - staffing costs                                                                                    | \$20.00 per event               |                                                    |                      |                                  |                      |                            |
| Each officer                                                                                                  | \$55.00 per hour                |                                                    |                      |                                  |                      |                            |
| Police Report                                                                                                 | \$10.00                         |                                                    |                      |                                  |                      |                            |
| Police Report with any pictures/CD/DVD                                                                        | \$50.00                         |                                                    |                      |                                  |                      |                            |
| Good Conduct Letter Request                                                                                   | \$5.00 per letter               |                                                    |                      |                                  |                      |                            |
| Defensive Driving Course ordered by Justice Court                                                             | \$30.00                         |                                                    |                      |                                  |                      |                            |
| Annual sex offender registration fee                                                                          | \$25.00 Per Registration        |                                                    |                      |                                  |                      |                            |
| <b>Emergency Services</b>                                                                                     |                                 |                                                    |                      |                                  |                      |                            |
| Base Fee and Mileage Rate                                                                                     |                                 | As per State approved Utah Health Department Rates |                      |                                  |                      |                            |
| Surcharges (Emergency, night service, off-road)                                                               |                                 |                                                    |                      |                                  |                      |                            |
| Special Provisions (wait time, non-transport)                                                                 |                                 |                                                    |                      |                                  |                      |                            |
| Medical Supplies                                                                                              |                                 |                                                    |                      |                                  |                      |                            |
| Hardship Waivers for Emergency Services                                                                       |                                 | As per City Council Resolution R14-39              |                      |                                  |                      |                            |
| <b>Public Works Department</b>                                                                                |                                 |                                                    |                      |                                  |                      |                            |
| Public Works contract services (i.e. staffing, capital projects, interagency, etc)                            |                                 |                                                    |                      |                                  |                      |                            |
| Staffing costs                                                                                                | \$75.00 minimum up to 1st hour  |                                                    |                      | \$75.00 per hour after 1st hour  |                      |                            |
| Heavy equipment costs                                                                                         | \$100.00 minimum up to 1st hour |                                                    |                      | \$100.00 per hour after 1st hour |                      |                            |
| **Rate billed by the City includes time for mobilization and demobilization.                                  |                                 |                                                    |                      |                                  |                      |                            |
| Street Light Installation Charge - Charged to new development                                                 |                                 | Actual cost of installation                        |                      |                                  |                      |                            |

**Miscellaneous**

**All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                                                                          | Current Base Fee                 | Additional Fee                 | Proposed Base Fee | Proposed Additional Fee | Base Fee Increase | Additional Fee Increase |
|------------------------------------------------------------------------------------------|----------------------------------|--------------------------------|-------------------|-------------------------|-------------------|-------------------------|
| <b>Faxes</b>                                                                             |                                  |                                |                   |                         |                   |                         |
| Local                                                                                    | \$2.00 per call                  | NA NA                          |                   |                         |                   |                         |
| Long Distance                                                                            | \$1.00 per page                  | \$0.10 NA                      |                   |                         |                   |                         |
| <b>Copies</b>                                                                            |                                  |                                |                   |                         |                   |                         |
| 8 1/2 " x 11" - single sheet B&W                                                         | \$0.25 per sheet                 | NA NA                          |                   |                         |                   |                         |
| 8 1/2 " x 11" - single sheet Color                                                       | \$0.50 per sheet                 | NA NA                          |                   |                         |                   |                         |
| 11 " x 17" - single sheet B&W                                                            | \$0.50                           |                                |                   |                         |                   |                         |
| 11 " x 17" - single sheet Color                                                          | \$1.00                           |                                |                   |                         |                   |                         |
| 24" x 36"                                                                                | \$2.00 per sheet                 | NA NA                          |                   |                         |                   |                         |
| Off-site Printing                                                                        | Actual Cost                      | NA NA                          |                   |                         |                   |                         |
| <b>Post Office Supplies</b>                                                              |                                  |                                |                   |                         |                   |                         |
| Stamps, Packages, Boxes, etc.                                                            | As per approved USPS prices      |                                |                   |                         |                   |                         |
| Bubble Wrap                                                                              | \$3.29                           |                                |                   |                         |                   |                         |
| Packing Tape Dispensers                                                                  | \$3.49                           |                                |                   |                         |                   |                         |
| Mailing Carton 12" x 10" x 8"                                                            | \$2.19                           |                                |                   |                         |                   |                         |
| Mailing Carton 15"x12"x10"                                                               | \$3.49                           |                                |                   |                         |                   |                         |
| Mlg Ctn 9.0625" x 5.625" x 1.25" (DVD/Video)                                             | \$2.59                           |                                |                   |                         |                   |                         |
| Mailing Carton 8" x 8" x 8"                                                              | \$1.99                           |                                |                   |                         |                   |                         |
| Mailing Carton 5.75" x 5.25" x 1" (CD Mailer)                                            | \$2.19                           |                                |                   |                         |                   |                         |
| Photo/Doc Mlr 9.75" x 12.25" (Chipboard)                                                 | \$1.59                           |                                |                   |                         |                   |                         |
| Cushion Mailer 6" x 10"                                                                  | \$1.19                           |                                |                   |                         |                   |                         |
| Cushion Mailer 8.5" x 12"                                                                | \$1.59                           |                                |                   |                         |                   |                         |
| Cushion Mailer 10.5" x 16"                                                               | \$1.89                           |                                |                   |                         |                   |                         |
| Photo/Doc Mailer 6" x 10" (Chipboard)                                                    | \$1.49                           |                                |                   |                         |                   |                         |
| Photo/Doc Mlr 6.5" x 9.5" Corr-Ins peel adh                                              | \$1.69                           |                                |                   |                         |                   |                         |
| Photo/Doc Mlr 9.5" x 12.5" Corr-Ins peel adh                                             | \$2.19                           |                                |                   |                         |                   |                         |
| Bubble Mailer 6" x 10"                                                                   | \$1.49                           |                                |                   |                         |                   |                         |
| Bubble Mailer 10.5" x 16"                                                                | \$2.19                           |                                |                   |                         |                   |                         |
| Bubble Mailer 8.5" x 12"                                                                 | \$1.79                           |                                |                   |                         |                   |                         |
| Bubble Mailer 12.5" x 19"                                                                | \$2.59                           |                                |                   |                         |                   |                         |
| Envelope 6" x 9"                                                                         | \$0.49                           |                                |                   |                         |                   |                         |
| Utility Mailer 10.5" x 16"                                                               | \$1.19                           |                                |                   |                         |                   |                         |
| <b>Administrative Reports &amp; Documents</b>                                            |                                  |                                |                   |                         |                   |                         |
| Financial Report                                                                         |                                  |                                |                   |                         |                   |                         |
| First Copy                                                                               | No Charge per report             | NA NA                          |                   |                         |                   |                         |
| Additional                                                                               | \$5.00 per report                | NA NA                          |                   |                         |                   |                         |
| Budget Document                                                                          |                                  |                                |                   |                         |                   |                         |
| First Copy                                                                               | No Charge per report             | NA NA                          |                   |                         |                   |                         |
| Additional                                                                               | \$5.00 per report                | NA NA                          |                   |                         |                   |                         |
| Audio Recordings on CD                                                                   | \$10.00 per CD                   | NA NA                          |                   |                         |                   |                         |
| Certification of Copies                                                                  | \$2.00 per copy                  | NA NA                          |                   |                         |                   |                         |
| GRAMA Records Request                                                                    |                                  |                                |                   |                         |                   |                         |
| Research, compilation, editing etc.                                                      | \$0.00 per minute (first 30 min) | \$15.00 per hour (31+ minutes) |                   |                         |                   |                         |
| Notarization                                                                             | \$5.00 per stamp                 | NA NA                          |                   |                         |                   |                         |
| Subdivision Ordinance Book                                                               |                                  |                                |                   |                         |                   |                         |
| Entire Book                                                                              | \$15.00 per book                 | NA NA                          |                   |                         |                   |                         |
| Per Chapter                                                                              | \$1.50 per chapter               | NA NA                          |                   |                         |                   |                         |
| General Plan Book                                                                        | \$15.00 per book                 | NA NA                          |                   |                         |                   |                         |
| <b>Maps (includes Zoning, General Plan, Garbage Pick-up, Master Transportation etc.)</b> |                                  |                                |                   |                         |                   |                         |
| 8 1/2 " x 11"                                                                            | Size A                           | \$3.00 per map                 | NA NA             |                         |                   |                         |
| 11" x 17"                                                                                | Size B                           | \$5.00 per map                 | NA NA             |                         |                   |                         |
| 17" x 22"                                                                                | Size C                           | \$8.00 per map                 | NA NA             |                         |                   |                         |
| 22" x 34"                                                                                | Size D                           | \$15.00 per map                | NA NA             |                         |                   |                         |
| 34" x 44"                                                                                | Size E                           | \$17.00 per map                | NA NA             |                         |                   |                         |
| Custom                                                                                   |                                  | \$3.00 per sf                  | \$10.00 Minimum   |                         |                   |                         |
| Map Research & Compilation                                                               |                                  | \$50.00 per hour               |                   |                         |                   |                         |
| Maps on disk                                                                             |                                  | \$10.00 per disk               | NA NA             |                         |                   |                         |

**Miscellaneous**

**All Fees Are Effective July 1, 2015 Except As Noted (All fees paid with credit card are subject to 1% fee)**

| Fee Description                                 | Current Base Fee                     | Additional Fee                | Proposed<br>Base Fee | Proposed<br>Additional<br>Fee | Base Fee<br>Increase | Additional Fee<br>Increase |
|-------------------------------------------------|--------------------------------------|-------------------------------|----------------------|-------------------------------|----------------------|----------------------------|
| <b>Collections</b>                              |                                      |                               |                      |                               |                      |                            |
| Returned Check Fee                              | \$20.00 per check                    | NA NA                         |                      |                               |                      |                            |
| Warrant Collection Fee                          | 2.75% of outstanding warrant balance |                               |                      |                               |                      |                            |
| Outside Collection Agency Fee                   | 25.00% of balance owed to City       |                               |                      |                               |                      |                            |
| <b>Candidate Filing Fee for Public Office</b>   |                                      |                               |                      |                               |                      |                            |
|                                                 | \$25.00 per application              | NA NA                         |                      |                               |                      |                            |
| <b>City Hall Lobby Rental</b>                   |                                      |                               |                      |                               |                      |                            |
| Small Events (< 25 persons - no food present)   |                                      |                               |                      |                               |                      |                            |
| Resident                                        | \$50.00 per rental                   | \$0.00 per hour               |                      |                               |                      |                            |
| Non-resident                                    | \$75.00 per rental                   | \$0.00 per hour               |                      |                               |                      |                            |
| Small Events (< 25 persons - with food present) |                                      |                               |                      |                               |                      |                            |
| Resident                                        | \$100.00 per rental                  | \$35.00 per hour              |                      |                               |                      |                            |
| Non-resident                                    | \$150.00 per rental                  | \$35.00 per hour              |                      |                               |                      |                            |
| Large Events (> 25 persons - no food present)   |                                      |                               |                      |                               |                      |                            |
| Resident                                        | \$300.00 per rental                  | \$35.00 per hour              |                      |                               |                      |                            |
| Non-resident                                    | \$450.00 per rental                  | \$35.00 per hour              |                      |                               |                      |                            |
| Large Events (> 25 persons - with food present) |                                      |                               |                      |                               |                      |                            |
| Resident                                        | \$300.00 per rental                  | \$35.00 per hour              |                      |                               |                      |                            |
| Non-resident                                    | \$450.00 per rental                  | \$35.00 per hour              |                      |                               |                      |                            |
| <b>City Hall Chambers Rental</b>                |                                      |                               |                      |                               |                      |                            |
| Small Events (< 25 persons - no food present)   |                                      |                               |                      |                               |                      |                            |
| Resident                                        | \$100.00 per rental                  | \$35.00 per hour for staffing |                      |                               |                      |                            |
| Non-resident                                    | \$150.00 per rental                  | \$40.00 per hour for staffing |                      |                               |                      |                            |
| Large Events (< 25 persons - no food present)   |                                      |                               |                      |                               |                      |                            |
| Resident                                        | \$300.00 per rental                  | \$40.00 per hour              |                      |                               |                      |                            |
| Non-resident                                    | \$450.00 per rental                  | \$45.00 per hour              |                      |                               |                      |                            |
| <b>City Hall Lobby and Chambers Rental</b>      |                                      |                               |                      |                               |                      |                            |
| Small Events (< 25 persons - no food present)   |                                      |                               |                      |                               |                      |                            |
| Resident                                        | \$150.00 per rental                  | \$35.00 per hour              |                      |                               |                      |                            |
| Non-resident                                    | \$200.00 per rental                  | \$40.00 per hour              |                      |                               |                      |                            |
| Small Events (< 25 persons - with food present) |                                      |                               |                      |                               |                      |                            |
| Resident                                        | \$200.00 per rental                  | \$40.00 per hour              |                      |                               |                      |                            |
| Non-resident                                    | \$250.00 per rental                  | \$45.00 per hour              |                      |                               |                      |                            |
| Large Events (> 25 persons - no food present)   |                                      |                               |                      |                               |                      |                            |
| Resident                                        | \$350.00 per rental                  | \$50.00 per hour              |                      |                               |                      |                            |
| Non-resident                                    | \$400.00 per rental                  | \$55.00 per hour              |                      |                               |                      |                            |
| Large Events (> 25 persons - with food present) |                                      |                               |                      |                               |                      |                            |
| Resident                                        | \$450.00 per rental                  | \$55.00 per hour              |                      |                               |                      |                            |
| Non-resident                                    | \$500.00 per rental                  | \$60.00 per hour              |                      |                               |                      |                            |

Comparative Impact Fees Charged by other Cities

| <u>City</u>          | <u>Single Family Dwelling</u> | <u>MultiFamily</u> | <u>Office Space</u> | <u>Retail</u>      | <u>Industrial</u> |
|----------------------|-------------------------------|--------------------|---------------------|--------------------|-------------------|
| Highland             | \$ 1,210.00                   |                    |                     |                    |                   |
| Lehi                 | \$ 1,020.00                   | \$ 1,020.00        | \$ 1,020.00         | \$ 1,020.00        |                   |
| Alpine               | \$ 845.00                     |                    |                     |                    |                   |
| Pleasant Grove       | \$ 616.96                     | \$ 616.96          |                     |                    |                   |
| Eagle Mountain       | \$ 1,988.00                   |                    |                     |                    |                   |
| Saratoga Springs     | \$ 921.00                     |                    |                     |                    |                   |
| Riverton             | \$ 2,265.00                   | \$ 1,865.00        | \$ 1,480.00         | \$ 4,930.00        | \$ 1,480.00       |
| West Jordan          | \$ 1,399.00                   | \$ 833.00          | \$ 1,190.00         | \$ 2,590.00        | \$ 450.00         |
| South Jordan         | \$ 1,389.00                   | \$ 882.00          | \$ 1,015.00         | \$ 5,523.00        | \$ 547.00         |
| BluffDale            | \$ 1,026.00                   |                    | \$ 614.78           | \$ 1,164.00        | \$ 1,003.23       |
| Draper               | \$ 1,128.00                   | \$ 693.00          | \$ 1,520.00         | \$ 6,640.00        | \$ 900.00         |
| Morgan               | \$ 800.00                     |                    |                     |                    |                   |
| South Weber          | \$ 518.00                     |                    |                     |                    |                   |
| West Haven           | \$ 1,878.00                   |                    |                     |                    |                   |
| South Odgen          | \$ 448.83                     | \$ 310.95          |                     |                    |                   |
| Clinton              | \$ 466.00                     | \$ 283.00          | \$ 1,239.00         | \$ 1,665.00        | \$ 493.00         |
| Farmington           | \$ 516.00                     | \$ 314.00          | \$ 1,090.00         | \$ 1,465.00        | \$ 434.00         |
| Millville            | \$ 500.00                     |                    |                     |                    |                   |
| Hyde Park            | \$ 1,154.00                   |                    |                     |                    |                   |
| North Logan          | \$ 446.00                     | \$ 334.00          | \$ 905.00           | \$ 444.00          | \$ 320.00         |
| River Heights        | \$ 350.00                     |                    |                     |                    |                   |
| <b>Average Price</b> | <b>\$ 994.51</b>              | <b>\$ 715.19</b>   | <b>\$ 1,119.31</b>  | <b>\$ 2,826.78</b> | <b>\$ 703.40</b>  |
| <b>Syracuse City</b> | <b>\$ 743.05</b>              | <b>\$ 488.08</b>   | <b>\$ 1,085.43</b>  | <b>\$ 2,702.65</b> | <b>\$ 611.92</b>  |



# COUNCIL AGENDA

February 9, 2016

Agenda Item #17      Public Hearing: Proposed Resolution R16-08 adjusting the Syracuse City Budget for Fiscal Year ending June 30, 2016.

## *Factual Summation*

- Any questions about this agenda item may be directed at City Manager Brody Bovero or Finance Director Stephen Marshall. **This budget request does not include approval for uses of our fund balance surplus. The fund balance discussion will be included on a separate agenda item and will be for discussion only.**

Please review the following attachments:

- a. FY2016 Mid-Year Budget Adjustments PDF.
- b. Capital Projects Revised project list.
- c. Please review the staffing levels requested changes below.

## *Background*

- Please review the detailed **capital projects** listing attached with this document for recommended changes. In this budget opening, we have carryover for projects from FY2015. These projects were started last fiscal year and were not completed by June 30, 2015. We also are proposing new projects and updates to approved projects as follows:
  - New - Monterey Estates Trail - \$175,000.
  - New - Diversion Box at Jensen Pond - \$50,000
  - Revised – Rock Creek Park Improvements - \$677,000
  - Revised - Surface Treatments of roads - \$408,400
  - Revised - Marilyn Acres Phase III - \$1,094,000
  - Carryover – 2000 West Storm Drain Impact - \$93,786
  - Carryover – Steeds Storm Drain Outfall - \$700,000
  - Carryover – Smedley Acres Phase II - \$355,691
  - Carryover – 3000 West Project - \$2,805,000
  - Carryover – Pavement Preservation Project - \$424,946

- Carryover – Antelope Dr. and 3000 West Intersection - \$296,000
- Carryover – Uncover sewer manholes / main replacement - \$300,000
- Carryover – SR-193 Trail extension - \$10,200
- Carryover – Centennial Park Restroom with pump house - \$250,000

- Changes to **operational budgets**:

**General Fund – major changes**

- \$46,000 increase in sales tax revenue.
- \$56,000 increase in building permits.
- \$49,600 increase in plan check fees.
- \$40,000 decrease in court fines
- **\$114,600 total net increase in revenues**
  
- \$18,150 - Efficiency Audit carryover.
- \$10,000 increase for sick leave cash out program.
- \$10,000 increase for contract for bailiff services.
- \$30,214 increase in salary and benefits for DCED – move code enforcement over to DCED and new Development Services Manager position.
- \$19,618 decrease in salaries in Police – move Code Enforcement to DCED. Add 1 new crossing guard at 4000 west.
- \$22,239 increase in salaries for Parks & Rec – overtime costs for snow removal and park maintenance worker I part time position.
- \$11,497 increase in benefits for streets department – employee elected to receive insurance benefits.
- **\$87,973 total net increase in expenses**

**Beginning surplus - \$53,470**

**Change from above - \$29,118**

**Total revised surplus - \$80,097**

**All Other Funds – Significant Changes**

- \$30,000 increase for parks master plan carryover
- \$21,250 increase for arborist and to fix cemetery fence and building.
- \$136,172 increase for new gas tax and sales tax revenue for roads.
- \$147,000 increase for CDBG grant – Smedley Acres Phase II.
- \$100,000 increase for additional funding for pavement preservation.
- \$12,000 increase for engineering and design for 500 West extension.
- \$15,000 carryover for transportation impact fee plan update.
- \$10,000 increase for purchase of secondary water.
- \$10,000 increase in culinary and secondary impact funds for IFFP and IFA updates.

- \$19,000 increase in depreciation expense – culinary fund.
  - \$20,000 increase in sewer revenues and disposal fees.
  - \$23,500 increase for garbage can purchases.
  - \$37,986 increase in RDA for payment to Fun Center – revised contract.
  - \$30,000 increase in RDA for professional & technical for creation of CDA.
  - \$40,800 increase in revenues in capital projects for SR-193 landscaping monies.
  - \$192,048 decrease in capital equipment – increase in public works shed and decrease in breathing apparatus for fire department.
- Proposed changes to **staffing levels**:
    - Administration is proposing eliminating 4 part-time positions (2 park maintenance worker I and 2 recreation coordinators) in the parks and recreation department and instead hire 2 full-time positions in their place. The new positions would be a full-time recreation coordinator and a full-time park maintenance worker I.
    - The net cost to the FY2016 budget would be 0. We could fund the 2 new full-time positions within the current budget. This is due to the fact that we have been unsuccessful in hiring all 4 part-time positions over the last 7 months and due to turnover in these positions.
    - The net impact to the FY2017 budget and to future budgets is estimated at a total cost of \$44,000.

**Recommendation:**

Approve R16-08 adjusting the Syracuse City Budget for Fiscal Year ending June 30, 2016. Administration also recommends approving the request for 2 full-time positions in exchange for eliminating 4 part-time positions.

**RESOLUTION R16-08**

**A RESOLUTION ADJUSTING THE SYRACUSE CITY BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2016.**

**WHEREAS**, the Uniform Budgetary Procedures set forth in State Statute 10-6-128 allow for amendments and increases to individual fund budgets; and

**WHEREAS**, on February 9, 2016, the City Council held a public hearing to allow interested persons in attendance an opportunity to be heard for or against the proposed budgetary changes; and

**WHEREAS**, the City Council has determined that approval of the budgetary amendments will promote the orderly operation of the City;

**NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE CITY COUNCIL OF SYRACUSE DAVIS COUNTY, STATE OF UTAH, AS FOLLOWS:**

**SECTION 1: Amendments.** The following adjustments to the Syracuse City Budget are hereby made for the Fiscal Year 2016 operating budget.

- See attachment

**SECTION 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**SECTION 3. Effective Date.** This Resolution shall become effective immediately upon its passage.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 9<sup>th</sup> DAY OF FEBRUARY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, City Recorder

By: \_\_\_\_\_  
Terry Palmer, Mayor

# Syracuse City

## FY2016 Mid-Year Budget Adjustments



|                                                                    | Original<br>Budget | Amended<br>Budget | Increase /<br>(Decrease) |
|--------------------------------------------------------------------|--------------------|-------------------|--------------------------|
| <b>General Fund:</b>                                               |                    |                   |                          |
| <u>REVENUE ADJUSTMENTS:</u>                                        |                    |                   |                          |
| Sales Tax                                                          | 3,432,000.00       | 3,478,000.00      | 46,000.00                |
| Building Permits                                                   | 494,000.00         | 550,000.00        | 56,000.00                |
| Plan Check Fees                                                    | 250,400.00         | 300,000.00        | 49,600.00                |
| Federal Grants                                                     | 34,750.00          | 38,750.00         | 4,000.00                 |
| Sponsorships (Ice Rink)                                            | 4,000.00           | -                 | (4,000.00)               |
| Court Fines                                                        | 240,000.00         | 200,000.00        | (40,000.00)              |
| Special Event Revenue                                              | 15,000.00          | 10,000.00         | (5,000.00)               |
| Sundry                                                             | 10,000.00          | 18,000.00         | 8,000.00                 |
| (Increase for ULGT Insurance Rebate)                               |                    |                   |                          |
|                                                                    |                    |                   | 114,600.00               |
| <u>EXPENDITURE ADJUSTMENTS:</u>                                    |                    |                   |                          |
| <b>Administration:</b>                                             |                    |                   |                          |
| Professional & Technical                                           | 45,100.00          | 63,250.00         | 18,150.00                |
| (Increase to fund the cost of the efficiency audit)                |                    |                   |                          |
| Employee Incentive Program                                         | 10,000.00          | 20,000.00         | 10,000.00                |
| (Sick Leave Cash Out for Emergency Preparedness Items)             |                    |                   |                          |
| <b>Justice Court</b>                                               |                    |                   |                          |
| Professional & Technical                                           | 11,000.00          | 21,000.00         | 10,000.00                |
| (Contract for bailiff service)                                     |                    |                   |                          |
| <b>Community &amp; Econ Development</b>                            |                    |                   |                          |
| Wages & benefits                                                   | 654,733.00         | 687,438.00        | 32,705.00                |
| (Move Code Enforcement to DCED & New Development Services Manager) |                    |                   |                          |
| Equipment, Supplies, & Maintenance                                 | 8,000.00           | 9,080.00          | 1,080.00                 |
| Vehicle Maintenance                                                | 4,000.00           | 6,200.00          | 2,200.00                 |
| Ordinance Enforcement                                              | -                  | 6,500.00          | 6,500.00                 |
| Professional & Technical                                           | 45,500.00          | 37,500.00         | (8,000.00)               |
| (Remove contract services for attorney at PC)                      |                    |                   |                          |
| <b>Police</b>                                                      |                    |                   |                          |
| Wages & benefits                                                   | 2,110,621.00       | 2,091,003.00      | (19,618.00)              |
| (Crossing Guard at 4000 West & Move Code Enf to DCED)              |                    |                   |                          |
| Uniforms                                                           | 15,780.00          | 14,700.00         | (1,080.00)               |
| Vehicle Maintenance                                                | 78,400.00          | 76,200.00         | (2,200.00)               |
| Ordinance Enforcement                                              | 6,500.00           | -                 | (6,500.00)               |
| Grant Funded Expenses                                              | 26,450.00          | 30,450.00         | 4,000.00                 |
| <b>Parks &amp; Recreation</b>                                      |                    |                   |                          |
| Wages & benefits                                                   | 711,249.00         | 733,488.00        | 22,239.00                |
| (Overtime costs for snow removal, park maintenance worker I)       |                    |                   |                          |
| Special Department Materials                                       | 7,000.00           | 14,000.00         | 7,000.00                 |
| (Jr. Jazz Tickets)                                                 |                    |                   |                          |
| <b>Streets</b>                                                     |                    |                   |                          |
| Wages & benefits                                                   | 366,494.00         | 377,991.00        | 11,497.00                |
| (Employee electing health and dental insurance)                    |                    |                   | -                        |

|                                                |                    |                                        |                  |
|------------------------------------------------|--------------------|----------------------------------------|------------------|
|                                                |                    |                                        | <u>87,973.00</u> |
|                                                | <u>Revenue</u>     | <u>Expenses</u>                        |                  |
| General Fund net change                        | 114,600.00         | 87,973.00                              | 26,627.00        |
| Beginning fund overage                         |                    |                                        | 53,470.00        |
|                                                |                    |                                        | <u>80,097.00</u> |
| Overall fund deficit to come from fund balance |                    |                                        | 80,097.00        |
| <b>Estimated Ending Fund Balance</b>           | <b>\$2,816,635</b> | <b>~31.4% Fund Balance of Revenues</b> |                  |
| <b>Use 80,097 for wage compression</b>         | <b>\$2,734,047</b> | <b>~30.6% Fund Balance of Revenues</b> |                  |
| <b>Use 400,000 for capital projects</b>        | <b>\$2,334,047</b> | <b>~26.4% Fund Balance of Revenues</b> |                  |
| <b>Use 800,000 for capital projects</b>        | <b>\$1,934,047</b> | <b>~22.2% Fund Balance of Revenues</b> |                  |

## Parks Impact Fee Fund

### REVENUE ADJUSTMENTS:

Park Impact Fees

-

### EXPENSE ADJUSTMENTS:

Professional & Technical

-

30,000.00

(30,000.00)

(Parks Master Plan - Carryover)

Capital Outlay

312,000.00

936,200.00

(624,200.00)

(Centennial Restroom, SR-193 Trail, Monterey Estates Trail)

(654,200.00)

PIF Fund net change

-

(654,200.00)

(654,200.00)

Beginning fund overage

224,000.00

Overall fund deficit to come from fund balance

(430,200.00)

**Estimated Ending Fund Balance \$1,710,616**

## Parks Maintenance Fund

### REVENUE ADJUSTMENTS:

Sundry

-

4,525.00

4,525.00

(Insurance Claims)

-

4,525.00

### EXPENDITURE ADJUSTMENTS:

Buildings & Ground Maintenance

165,210.00

186,460.00

21,250.00

(Fix Cemetery Fence and Building & Arborist for Trees - Insurance)

21,250.00

Parks Maintenance Fund net change

4,525.00

21,250.00

(16,725.00)

Beginning fund shortage

(10,369.00)

Overall Change

(27,094.00)

**Estimated Ending Fund Balance \$96,921**

## Street Lights Fund

### REVENUE ADJUSTMENTS:

Sundry

-

-

-

-

-

### EXPENDITURE ADJUSTMENTS:

Street Light Utilities

15,000.00

18,000.00

3,000.00

|                                                             |                 |                 |                   |
|-------------------------------------------------------------|-----------------|-----------------|-------------------|
| (Increase due to SR-193 lights and other new street lights) |                 |                 | <u>3,000.00</u>   |
|                                                             | <u>Revenue</u>  | <u>Expenses</u> |                   |
| Street Lights Fund net change                               | -               | 3,000.00        | (3,000.00)        |
| Beginning fund shortage                                     |                 |                 | (2,300.00)        |
| Overall Change                                              |                 |                 | <u>(5,300.00)</u> |
| <b>Estimated Ending Fund Balance</b>                        | <b>\$51,736</b> |                 |                   |

## Transportation Fund

### REVENUE ADJUSTMENTS:

|                                                                                          |            |            |                   |
|------------------------------------------------------------------------------------------|------------|------------|-------------------|
| Class C Road Fund Allotment<br>(Gas Tax Increase 1/2 year + Sales Tax Increase 1/4 year) | 750,000.00 | 886,171.50 | 136,171.50        |
| Federal Grants<br>(Community Development Block Grant)                                    | -          | 147,000.00 | 147,000.00        |
| Sundry<br>(Sale of Salt Spreader and Insurance for fire hydrant, reimb of eng expense)   | -          | 7,350.00   | 7,350.00          |
|                                                                                          |            |            | <u>290,521.50</u> |

### EXPENDITURE ADJUSTMENTS:

|                                                                                                                 |            |              |                   |
|-----------------------------------------------------------------------------------------------------------------|------------|--------------|-------------------|
| Special Highway projects<br>(Repair Fire Hydrant)                                                               | 109,000.00 | 110,350.00   | 1,350.00          |
| Professional & Technical                                                                                        | -          | 12,000.00    | 12,000.00         |
| Capital Projects<br>(Smedley Acres Phase II, Pavement Preservation, Antelope, Bluff<br>Antelope Dr & 3000 West) | 522,150.00 | 1,252,096.00 | 729,946.00        |
|                                                                                                                 |            |              | <u>743,296.00</u> |

|                                      |                 |                 |                     |
|--------------------------------------|-----------------|-----------------|---------------------|
|                                      | <u>Revenue</u>  | <u>Expenses</u> |                     |
| Trans. Fund net change               | 290,521.50      | 743,296.00      | (452,774.50)        |
| Beginning fund shortage              |                 |                 | -                   |
| Overall Change                       |                 |                 | <u>(452,774.50)</u> |
| <b>Estimated Ending Fund Balance</b> | <b>\$48,883</b> |                 |                     |

## Transportation Impact Fee Fund

### REVENUE ADJUSTMENTS:

|                                                         |   |              |                     |
|---------------------------------------------------------|---|--------------|---------------------|
| State Grant Revenue<br>(WFRC Funding via the State TIF) | - | 2,096,473.00 | 2,096,473.00        |
|                                                         |   |              | <u>2,096,473.00</u> |

### EXPENDITURE ADJUSTMENTS:

|                                                                       |   |              |                     |
|-----------------------------------------------------------------------|---|--------------|---------------------|
| Professional & Technical Services<br>(Transportation Impact Fee Plan) | - | 15,000.00    | 15,000.00           |
| Capital Projects<br>(3000 West Project)                               | - | 2,575,000.00 | 2,575,000.00        |
|                                                                       |   |              | <u>2,590,000.00</u> |

|                                      |                  |                 |                     |
|--------------------------------------|------------------|-----------------|---------------------|
|                                      | <u>Revenue</u>   | <u>Expenses</u> |                     |
| Trans. Impact Fund net change        | 2,096,473.00     | 2,590,000.00    | (493,527.00)        |
| Beginning fund overage               |                  |                 | 280,000.00          |
| Overall Change                       |                  |                 | <u>(213,527.00)</u> |
| <b>Estimated Ending Fund Balance</b> | <b>\$147,437</b> |                 |                     |

## Secondary Water Fund:

### REVENUE ADJUSTMENTS:

|                     |   |  |          |
|---------------------|---|--|----------|
| State Grant Revenue | - |  | -        |
|                     |   |  | <u>-</u> |

### EXPENDITURE ADJUSTMENTS:

|                                                   |              |              |                  |
|---------------------------------------------------|--------------|--------------|------------------|
| Source of Supply - Water Purchase                 | 300,000.00   | 310,000.00   | 10,000.00        |
| Capital Outlay                                    | 100,000.00   | 233,000.00   | 133,000.00       |
| Move to Balance Sheet<br>(Smedley Acres Phase II) | (100,000.00) | (233,000.00) | (133,000.00)     |
|                                                   |              |              | <u>10,000.00</u> |

|                                      | <u>Revenue</u>   | <u>Expenses</u> |                    |
|--------------------------------------|------------------|-----------------|--------------------|
| Sec. Water Fund net change           | -                | 10,000.00       | (10,000.00)        |
| Beginning fund shortage              |                  |                 | (22,064.00)        |
| Overall Change                       |                  |                 | <u>(32,064.00)</u> |
| <b>Estimated Ending Cash Balance</b> | <b>\$970,744</b> |                 |                    |

## Secondary Water Impact Fund:

### EXPENDITURE ADJUSTMENTS:

|                                              |              |              |                  |
|----------------------------------------------|--------------|--------------|------------------|
| Professional & Technical                     | 50,000.00    | 60,000.00    | 10,000.00        |
| Capital Outlay                               | 465,000.00   | 540,000.00   | 75,000.00        |
| Move to Balance Sheet<br>(3000 West Project) | (465,000.00) | (540,000.00) | (75,000.00)      |
|                                              |              |              | <u>10,000.00</u> |

|                                      | <u>Revenue</u>  | <u>Expenses</u> |                     |
|--------------------------------------|-----------------|-----------------|---------------------|
| Sec. Water Impact Fund net change    | -               | 10,000.00       | (10,000.00)         |
| Beginning fund shortage              |                 |                 | (267,000.00)        |
| Overall Change                       |                 |                 | <u>(277,000.00)</u> |
| <b>Estimated Ending Cash Balance</b> | <b>\$86,442</b> |                 |                     |

## Storm Water Fund:

### REVENUE ADJUSTMENTS:

|                                                       |   |          |                 |
|-------------------------------------------------------|---|----------|-----------------|
| Federal Grants<br>(Community Development Block Grant) | - | 4,500.00 | 4,500.00        |
|                                                       |   |          | <u>4,500.00</u> |

### EXPENDITURE ADJUSTMENTS:

|                                                   |            |            |                 |
|---------------------------------------------------|------------|------------|-----------------|
| Depreciation Expense                              | 220,000.00 | 228,000.00 | 8,000.00        |
| Capital Outlay                                    | -          | 4,500.00   | 4,500.00        |
| Move to Balance Sheet<br>(Smedley Acres Phase II) | -          | (4,500.00) | (4,500.00)      |
|                                                   |            |            | <u>8,000.00</u> |

|                                      | <u>Revenue</u>   | <u>Expenses</u> |                     |
|--------------------------------------|------------------|-----------------|---------------------|
| Storm Water Fund net change          | 4,500.00         | 8,000.00        | (3,500.00)          |
| Beginning fund shortage              |                  |                 | (158,092.00)        |
| Overall Change                       |                  |                 | <u>(161,592.00)</u> |
| <b>Estimated Ending Cash Balance</b> | <b>\$395,079</b> |                 |                     |

## Storm Water Impact Fund:

### REVENUE ADJUSTMENTS:

|                             |   |           |                  |
|-----------------------------|---|-----------|------------------|
| Contributions               | - | 19,500.00 | <u>19,500.00</u> |
| (Keller Crossing SD Buy-in) |   |           | <u>19,500.00</u> |

### EXPENDITURE ADJUSTMENTS:

|                                                                   |   |              |              |
|-------------------------------------------------------------------|---|--------------|--------------|
| Capital Outlay                                                    | - | 276,000.00   | 276,000.00   |
| Move to Balance Sheet                                             | - | (276,000.00) | (276,000.00) |
| (2000 West SD, Steeds Storm Drain, Antelop & 3000 W., Rock Creek) |   |              | <u>-</u>     |

|                                                | <u>Revenue</u> | <u>Expenses</u> |                   |
|------------------------------------------------|----------------|-----------------|-------------------|
| Storm Water Impact Fund net change             | 19,500.00      | -               | 19,500.00         |
| Beginning fund overage                         |                |                 | 247,400.00        |
|                                                |                |                 | <u>266,900.00</u> |
| Overall fund deficit to come from fund balance |                |                 | 266,900.00        |
| <b>Estimated Ending Cash Balance</b>           |                |                 | <b>\$96,589</b>   |

## Culinary Water Fund:

### REVENUE ADJUSTMENTS:

|                                     |   |            |                   |
|-------------------------------------|---|------------|-------------------|
| Federal Grants                      | - | 135,000.00 | <u>135,000.00</u> |
| (Community Development Block Grant) |   |            | <u>135,000.00</u> |

### EXPENDITURE ADJUSTMENTS:

|                                                            |              |              |                  |
|------------------------------------------------------------|--------------|--------------|------------------|
| Depreciation Expense                                       | 541,000.00   | 560,000.00   | 19,000.00        |
| Capital Outlay                                             | 335,000.00   | 856,191.00   | 521,191.00       |
| Move Capital to Balance Sheet                              | (335,000.00) | (856,191.00) | (521,191.00)     |
| (Smedley Acres Phase II, 3000 West Project, Marilyn Acres) |              |              | <u>19,000.00</u> |

|                                                  | <u>Revenue</u> | <u>Expenses</u> |                   |
|--------------------------------------------------|----------------|-----------------|-------------------|
| Culinary Water Fund net change                   | 135,000.00     | 19,000.00       | 116,000.00        |
| Beginning fund Shortage                          |                |                 | (5,286.00)        |
|                                                  |                |                 | <u>110,714.00</u> |
| Overall fund overage contributed to fund balance |                |                 | 110,714.00        |
| <b>Estimated Ending Cash Balance</b>             |                |                 | <b>\$591,624</b>  |

## Culinary Water Impact Fund:

### EXPENDITURE ADJUSTMENTS:

|                          |           |           |                  |
|--------------------------|-----------|-----------|------------------|
| Professional & Technical | 50,000.00 | 60,000.00 | <u>10,000.00</u> |
|                          |           |           | <u>10,000.00</u> |

|                                      | <u>Revenue</u> | <u>Expenses</u> |                   |
|--------------------------------------|----------------|-----------------|-------------------|
| Cul Water Impact Fund net change     | -              | 10,000.00       | (10,000.00)       |
| Beginning fund overage               |                |                 | 189,600.00        |
|                                      |                |                 | <u>179,600.00</u> |
| Overall Change                       |                |                 | 179,600.00        |
| <b>Estimated Ending Cash Balance</b> |                |                 | <b>\$374,600</b>  |

## Sewer Fund:

### REVENUE ADJUSTMENTS:

|               |              |              |                  |
|---------------|--------------|--------------|------------------|
| Sewer Revenue | 1,830,000.00 | 1,850,000.00 | <u>20,000.00</u> |
|               |              |              | <u>20,000.00</u> |

### EXPENDITURE ADJUSTMENTS:

|                                                              |                    |                 |                     |
|--------------------------------------------------------------|--------------------|-----------------|---------------------|
| Sewer Disposal Fees                                          | 1,386,450.00       | 1,406,450.00    | 20,000.00           |
| Capital Outlay                                               | 35,000.00          | 542,000.00      | 507,000.00          |
| Move to Balance Sheet<br>(3000 West, Uncover manhole covers) | (35,000.00)        | (542,000.00)    | (507,000.00)        |
|                                                              |                    |                 | <u>20,000.00</u>    |
|                                                              | <u>Revenue</u>     | <u>Expenses</u> |                     |
| Sewer Fund net change                                        | 20,000.00          | 20,000.00       | -                   |
| Beginning fund shortage                                      |                    |                 | (269,156.00)        |
|                                                              |                    |                 | <u>(269,156.00)</u> |
| Overall fund deficit to come from fund balance               |                    |                 | (269,156.00)        |
| <b>Estimated Ending Cash Balance</b>                         | <b>\$1,074,882</b> |                 |                     |

## Garbage Fund:

|                                                |                  |                 |                    |
|------------------------------------------------|------------------|-----------------|--------------------|
| <u>EXPENDITURE ADJUSTMENTS:</u>                |                  |                 |                    |
| Garbage Can Purchases                          | 18,500.00        | 37,000.00       | 18,500.00          |
| Green Waste Can Purchases                      | 5,000.00         | 10,000.00       | 5,000.00           |
|                                                |                  |                 | <u>23,500.00</u>   |
|                                                | <u>Revenue</u>   | <u>Expenses</u> |                    |
| Garbage Fund net change                        | -                | 23,500.00       | (23,500.00)        |
| Beginning fund overage                         |                  |                 | 8,766.00           |
|                                                |                  |                 | <u>(14,734.00)</u> |
| Overall fund deficit to come from fund balance |                  |                 | (14,734.00)        |
| <b>Estimated Ending Cash Balance</b>           | <b>\$417,090</b> |                 |                    |

## Revelopment Fund

|                                                                  |                  |                 |                    |
|------------------------------------------------------------------|------------------|-----------------|--------------------|
| <u>REVENUE ADJUSTMENTS:</u>                                      |                  |                 |                    |
|                                                                  |                  |                 | -                  |
|                                                                  |                  |                 | <u>-</u>           |
| <u>EXPENDITURE ADJUSTMENTS:</u>                                  |                  |                 |                    |
| Repayment to Financers<br>(Revised Contract with Fun Center)     | 167,485.00       | 205,471.00      | 37,986.00          |
| Professional & Technical<br>(Creation of a CDA - Antelope Drive) | 2,000.00         | 32,000.00       | 30,000.00          |
|                                                                  |                  |                 | <u>67,986.00</u>   |
|                                                                  | <u>Revenue</u>   | <u>Expenses</u> |                    |
| RDA Fund net change                                              | -                | 67,986.00       | (67,986.00)        |
| Beginning fund overage                                           |                  |                 | 1,659.00           |
|                                                                  |                  |                 | <u>(66,327.00)</u> |
| Overall fund deficit to come from fund balance                   |                  |                 | (66,327.00)        |
| <b>Estimated Ending Cash Balance</b>                             | <b>\$724,896</b> |                 |                    |

## MBA Fund

### REVENUE ADJUSTMENTS:

|                                                |                |                 |                                            |
|------------------------------------------------|----------------|-----------------|--------------------------------------------|
|                                                |                |                 | -                                          |
|                                                |                |                 | -                                          |
| <hr/>                                          |                |                 |                                            |
| <u>EXPENDITURE ADJUSTMENTS:</u>                |                |                 |                                            |
| Bond Fees                                      | 8,510.00       | 10,610.00       | 2,100.00                                   |
| (New Bond Fee for 2014 Bond)                   |                |                 |                                            |
|                                                |                |                 | <hr/>                                      |
|                                                |                |                 | 2,100.00                                   |
|                                                |                |                 | <hr/>                                      |
|                                                | <u>Revenue</u> | <u>Expenses</u> |                                            |
| MBA Fund net change                            | -              | 2,100.00        | (2,100.00)                                 |
| Beginning fund shortage                        |                |                 | (6,000.00)                                 |
|                                                |                |                 | <hr/>                                      |
| Overall fund deficit to come from fund balance |                |                 | (8,100.00)                                 |
|                                                |                |                 | <b>Estimated Ending Cash Balance \$787</b> |

## Capital Improvement Fund

### REVENUE ADJUSTMENTS:

|                                                                            |                |                 |                                               |
|----------------------------------------------------------------------------|----------------|-----------------|-----------------------------------------------|
| Federal Grants                                                             | 240,299.00     | -               | (240,299.00)                                  |
| (AFG Grant - Breathing Apparatus Equipment)                                |                |                 |                                               |
| State Grants                                                               | -              | 40,800.00       | 40,800.00                                     |
| (SR-193 Landscaping Funds)                                                 |                |                 | <hr/>                                         |
|                                                                            |                |                 | (199,499.00)                                  |
| <hr/>                                                                      |                |                 |                                               |
| <u>EXPENDITURE ADJUSTMENTS:</u>                                            |                |                 |                                               |
| Capital Equipment                                                          | 704,498.00     | 512,450.00      | (192,048.00)                                  |
| (Purchase of Mini-Excavator for roadside mowing, remove<br>breathing app.) |                |                 | <hr/>                                         |
|                                                                            |                |                 | (192,048.00)                                  |
|                                                                            |                |                 | <hr/>                                         |
|                                                                            | <u>Revenue</u> | <u>Expenses</u> |                                               |
| CIP Fund net change                                                        | (199,499.00)   | (192,048.00)    | (7,451.00)                                    |
| Beginning fund shortage                                                    |                |                 | (64,199.00)                                   |
|                                                                            |                |                 | <hr/>                                         |
| Overall fund deficit to come from fund balance                             |                |                 | (71,650.00)                                   |
|                                                                            |                |                 | <b>Estimated Ending Cash Balance \$13,016</b> |

**CAPITAL IMPROVEMENT PROPOSED BUDGET SUMMARY FOR FISCAL YEAR 2016**

| Project                                                        | Fund 20                   | Fund 50             | Fund 30             | Fund 40               | Fund 53                 | Fund 21                     | Fund 51                         | Fund 31                              | Fund 41                                | Fund 12                                         | Project Total         |
|----------------------------------------------------------------|---------------------------|---------------------|---------------------|-----------------------|-------------------------|-----------------------------|---------------------------------|--------------------------------------|----------------------------------------|-------------------------------------------------|-----------------------|
|                                                                | Class C Capital<br>204070 | Culinary<br>501670  | Secondary<br>301670 | Storm Drain<br>401670 | Sewer Capital<br>531670 | Road Impact Fee<br>21-40-70 | Culinary Impact<br>Fee 51-40-70 | Secondary<br>Impact Fee 31-<br>40-70 | Storm Drain<br>Impact Fee 41-40-<br>70 | Parks, Trails, & Rec<br>Impact Fee 12-40-<br>70 |                       |
| 2000 West Storm Drain Impact - 3600 South to Gentile           |                           |                     |                     |                       |                         |                             |                                 |                                      | \$93,785.80                            |                                                 | \$93,785.80           |
| Steeds Storm Drain Outfall -1000 S. between 3000 W. to 3500 W. |                           |                     |                     |                       |                         |                             |                                 |                                      | \$700,000.00                           |                                                 | \$700,000.00          |
| Smedley Acres Phase II                                         | \$147,000.00              | \$131,191.00        | \$73,000.00         | \$4,500.00            |                         |                             |                                 |                                      |                                        |                                                 | \$355,691.00          |
| 3000 West - 1200 South to 700 South (WFRC Funding)             |                           | \$240,000.00        |                     |                       | \$5,000.00              | \$2,475,000.00              |                                 | \$85,000.00                          |                                        |                                                 | \$2,805,000.00        |
| Pavement Presevation Project - surface treatment               | \$424,946.00              |                     |                     |                       |                         |                             |                                 |                                      |                                        |                                                 | \$424,946.00          |
| Antelope Drive/3000 West Intersection Improvement              | \$58,000.00               |                     |                     |                       | \$2,000.00              | \$100,000.00                |                                 |                                      | \$136,000.00                           |                                                 | \$296,000.00          |
| Uncover manholes / sewer main replacement                      |                           |                     |                     |                       | \$300,000.00            |                             |                                 |                                      |                                        |                                                 | \$300,000.00          |
| SR-193 Trail Installation                                      |                           |                     |                     |                       |                         |                             |                                 |                                      |                                        | \$10,200.00                                     | \$10,200.00           |
| Centennial Park Restroom w/ pump for splash pad                |                           |                     |                     |                       |                         |                             |                                 |                                      |                                        | \$250,000.00                                    | \$250,000.00          |
| Marilyn Acres Culinary Waterline Project Phase 3               | \$150,000.00              | \$485,000.00        | \$100,000.00        |                       | \$359,000.00            |                             |                                 |                                      |                                        |                                                 | \$1,094,000.00        |
| Surface Treatments throughout city                             | \$408,400.00              |                     |                     |                       |                         |                             |                                 |                                      |                                        |                                                 | \$408,400.00          |
| Add Secondary Pump To Jensen Pump House                        |                           |                     |                     |                       |                         |                             |                                 | \$175,000.00                         |                                        |                                                 | \$175,000.00          |
| Bluff Road Secondary w/ Overlay (1000 W To Gentile)            | \$63,750.00               |                     | \$10,000.00         |                       |                         |                             |                                 | \$280,000.00                         |                                        |                                                 | \$353,750.00          |
| Rock Creek Park Improvements                                   |                           |                     |                     |                       |                         |                             |                                 |                                      | \$276,000.00                           | \$401,000.00                                    | \$677,000.00          |
| Rock Creek Park Bathroom                                       |                           |                     |                     |                       |                         |                             |                                 |                                      |                                        | \$100,000.00                                    | \$100,000.00          |
| Monterey Estates Trail                                         |                           |                     |                     |                       |                         |                             |                                 |                                      |                                        | \$175,000.00                                    | \$175,000.00          |
| Diversion Box at Jensen Pond                                   |                           |                     | \$50,000.00         |                       |                         |                             |                                 |                                      |                                        |                                                 | \$50,000.00           |
| <b>FY2016</b>                                                  | <b>\$1,252,096.00</b>     | <b>\$856,191.00</b> | <b>\$233,000.00</b> | <b>\$4,500.00</b>     | <b>\$666,000.00</b>     | <b>\$2,575,000.00</b>       | <b>\$0.00</b>                   | <b>\$540,000.00</b>                  | <b>\$1,205,785.80</b>                  | <b>\$936,200.00</b>                             | <b>\$8,268,772.80</b> |

|                               |                       |                       |                       |                     |                       |                       |                     |                     |                       |                       |                        |
|-------------------------------|-----------------------|-----------------------|-----------------------|---------------------|-----------------------|-----------------------|---------------------|---------------------|-----------------------|-----------------------|------------------------|
| Beginning Cash Balance        | \$1,147,979.50        | \$ 796,101.00         | \$775,808.00          | \$ 341,171.00       | \$ 1,366,037.00       | \$ 626,000.00         | \$ 396,227.00       | \$ 646,442.00       | \$ 1,282,997.00       | \$ 2,634,909.00       | \$10,013,671.50        |
| Non Cash Depreciation Expense | \$ -                  | \$ 516,714.00         | \$427,936.00          | \$ 53,908.00        | \$ 250,845.00         | \$ -                  | \$ -                | \$ -                | \$ -                  | \$ -                  | \$1,249,403.00         |
| Reimbursements                | \$147,000.00          | \$ 135,000.00         | \$0.00                | \$ 4,500.00         | \$ -                  | \$ 2,096,473.00       |                     | \$ -                | \$ 19,378.00          | \$ -                  | \$2,402,351.00         |
| <b>Cash Available</b>         | <b>\$1,294,979.50</b> | <b>\$1,447,815.00</b> | <b>\$1,203,744.00</b> | <b>\$399,579.00</b> | <b>\$1,616,882.00</b> | <b>\$2,722,473.00</b> | <b>\$396,227.00</b> | <b>\$646,442.00</b> | <b>\$1,302,375.00</b> | <b>\$2,634,909.00</b> | <b>\$13,665,425.50</b> |
| Capital Projects              | \$1,252,096.00        | \$856,191.00          | \$233,000.00          | \$4,500.00          | \$666,000.00          | \$2,575,000.00        | \$0.00              | \$540,000.00        | \$1,205,785.80        | \$936,200.00          | \$8,268,772.80         |
| <b>Cash Balance Ending</b>    | <b>\$42,883.50</b>    | <b>\$591,624.00</b>   | <b>\$970,744.00</b>   | <b>\$395,079.00</b> | <b>\$950,882.00</b>   | <b>\$147,473.00</b>   | <b>\$396,227.00</b> | <b>\$106,442.00</b> | <b>\$96,589.20</b>    | <b>\$1,698,709.00</b> | <b>\$5,396,652.70</b>  |

**CAPITAL IMPROVEMENT FUND**  
**Fiscal Year Ending June 30, 2016**  
**Line Item Detail**

|                                                                                                         | <u>Requested</u>    | <u>City Manager/Council<br/>Recommendation</u> | <u>Adopted<br/>Budget</u> |
|---------------------------------------------------------------------------------------------------------|---------------------|------------------------------------------------|---------------------------|
| <b>80-40-70 Capital equipment</b>                                                                       |                     |                                                |                           |
| Prior year budget, as modified                                                                          |                     |                                                | \$ 761,000                |
| Current estimates:                                                                                      |                     |                                                |                           |
| Parks Parks Truck                                                                                       | 25,000              | 25,000                                         | <b>29,000</b>             |
| Parks Parks Truck - 1 ton                                                                               | 35,000              | 35,000                                         | <b>40,500</b>             |
| Parks Parks Mower                                                                                       | 76,000              | 76,000                                         | <b>82,000</b>             |
| Parks Jensen Park Camping Area                                                                          |                     | 20,000                                         | 20,000                    |
| Parks Dog Park Fence                                                                                    |                     | 10,000                                         | 10,000                    |
| Fire DHS AFG (move from fire budget)                                                                    | 240,299             | 240,299                                        | <b>0</b>                  |
| Fire DHS AFG Grant match 10% (move from fire budget)<br>(Request for new breathing apparatus equipment) | 26,699              | 26,699                                         | <b>0</b>                  |
| Fire Lifepak 15 monitor Defibrillator                                                                   | 28,500              | 28,500                                         | 28,500                    |
| Fire Type 3 Urban Interface Engine                                                                      | 350,000             |                                                |                           |
| Admin Ice Skating Rink - Expansion                                                                      | 40,000              |                                                |                           |
| Streets Storage Shed for plow trucks                                                                    | 60,000              | 60,000                                         | <b>115,350</b>            |
| Streets Truck                                                                                           | 40,000              | 40,000                                         | 40,000                    |
| Streets Flail Mower & Mini-ex                                                                           | 56,000              | 56,000                                         | 56,000                    |
| BM Solar Panel Lighting - Community Center                                                              | 300,000             |                                                |                           |
| BM Light Replacement in Rec Center - LED                                                                | 16,000              | 16,000                                         | 16,000                    |
| BM Building Maintenance Vehicle                                                                         | 32,000              | 32,000                                         | <b>36,100</b>             |
| BM Window Replacement at Jensen Center                                                                  | 25,000              | 25,000                                         | 25,000                    |
| IT Cradle Point Wifi                                                                                    | 14,000              | 14,000                                         | 14,000                    |
| <b>Total budget for account</b>                                                                         | <u>\$ 1,364,498</u> | <u>\$ 704,498</u>                              | <u>\$ 512,450</u>         |
| Amount changed from request                                                                             |                     |                                                | \$ (852,048)              |
| Increase/(decrease) from prior year modified budget                                                     | \$ 603,498          | \$ (56,502)                                    | \$ (248,550)              |



# COUNCIL AGENDA

February 9th, 2016

## Agenda Item #18

Approve R16-09 adopting the updates to the fiscal year 2015-2016 wage scale.

### *Factual Summation*

- Please see the attached proposed wage scale and the benchmark for the development services manager. Any questions about this item may be directed at City Manager Brody Bovero or Finance Director Stephen Marshall.
- The City has determined it necessary to add a new development services manager to the Community and Economic Department. This position will report to the Community and Economic Development Director.
- We performed a salary benchmark for the development services manager and have set the proposed wage scale to match the wages to the 60th percentile of comparative cities.
- This proposed new position has been added to the FY2015-2016 wage scale and is shown in red.

### *Recommendation*

Adopt the resolution approving the updates to the fiscal year 2015-2016 wage scale.

**RESOLUTION NO. R16-09**

**A RESOLUTION OF THE SYRACUSE CITY COUNCIL REVISING AND UPDATING THE FISCAL YEAR 2015 - 2016 WAGE SCALE.**

**WHEREAS**, Syracuse City has previously had an employee wage scale and wishes to make amendments to it; and

**WHEREAS**, City staff has drafted amendments to the employee wage scale by recommending adding a Development Services Manager position as grade 322; and

**WHEREAS**, City Administration has performed a benchmarking study to determine appropriate amendments to the City's wage scale for the FY2015-2016; AND

**WHEREAS**, the City Council and Mayor have reviewed wage scale and feel it addresses the needs of the City relative to the most efficient use of the City's resources.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1. Adoption.** The fiscal year 2015-2016 wage scale is attached hereto as Exhibit "A," and incorporated herein by reference is hereby adopted by Syracuse City.

**Section 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 3. Effective Date.** This Resolution shall become effective immediately upon its passage.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 9<sup>th</sup> DAY OF FEBRUARY, 2016.**

ATTEST:

**SYRACUSE CITY**

\_\_\_\_\_  
Cassie Z. Brown, City Recorder

By: \_\_\_\_\_  
Terry Palmer, Mayor

**FY 2015 - 2016 Wage Scale**

| <b>Grade</b> | <b>Status</b> | <b>Position Title</b>                       | <b>Min</b> | <b>Max</b> |
|--------------|---------------|---------------------------------------------|------------|------------|
| 407          | Salary        | City Manager                                | \$86,646   | \$129,684  |
| 406          | Salary        | City Attorney                               | \$83,383   | \$123,947  |
| 405          | Salary        | Public Works Director                       | \$72,814   | \$107,966  |
|              |               | Fire Chief                                  |            |            |
|              |               | Police Chief                                |            |            |
| 404          | Salary        | Community and Economic Development Director | \$70,375   | \$105,462  |
|              |               | Finance Director                            |            |            |
| 403          | Salary        | Information Systems Director                | \$62,457   | \$93,252   |
|              |               | Parks & Recreation Director                 |            |            |
| 402          | Salary        | Human Resources Director                    | \$60,666   | \$90,520   |
| 401          | Salary        | City Recorder                               | \$53,596   | \$80,860   |
| 325          | Full-time     | Deputy Fire Chief                           | \$33.68    | \$42.56    |
| 324          | Full-time     | City Engineer                               | \$31.43    | \$44.05    |
| 323          | Full-time     | Police Lieutenant                           | \$27.28    | \$41.05    |
| 322          | Full-time     | Development Services Manager                | \$26.08    | \$38.36    |
| 321          | Full-time     | Building Official                           | \$24.83    | \$36.30    |
| 320          | Full-time     | Streets Superintendent                      | \$24.40    | \$34.63    |
|              |               | Water Superintendent                        |            |            |
|              |               | Environmental Superintendent                |            |            |
| 319          | Full-time     | Assistant Parks & Recreation Director       | \$23.82    | \$35.76    |
|              |               | Finance Manager                             |            |            |
| 318          | Full-time     | Police Sergeant                             | \$23.03    | \$34.22    |
| 317          | Full-time     | Planner II/Grant Administrator              | \$21.34    | \$31.25    |
| 316          | Full-time     | Human Resources Specialist                  | \$20.79    | \$30.12    |
|              |               | Building Inspector III                      |            |            |
| 315          | Full-time     | Police Officer III                          | \$19.87    | \$29.32    |
| 314          | Full-time     | Planner I/Grants Specialist                 | \$18.94    | \$27.84    |
|              |               | Detective                                   |            |            |
| 313          | Full-time     | Police Officer II                           | \$18.52    | \$26.87    |
|              |               | Building Inspector II                       |            |            |
| 312          | Full-time     | Police Officer I                            | \$17.75    | \$25.53    |
|              |               | Recreation Coordinator                      |            |            |
|              |               | Parks Coordinator                           |            |            |
|              |               | Fire Captain                                |            |            |
| 311          | Full-time     | Court Clerk Supervisor                      | \$16.82    | \$24.82    |
|              |               | Code Enforcement Officer                    |            |            |
|              |               | Building Inspector I                        |            |            |
| 310          | Full-time     | Water Maintenance Worker III                | \$16.18    | \$23.67    |
|              |               | Environmental Maintenance Worker III        |            |            |
|              |               | Street Maintenance Worker III               |            |            |
|              |               | Parks Maintenance Worker III                |            |            |
|              |               | Utilities Billing Supervisor                |            |            |
|              |               | Facilities Maintenance Technician           |            |            |
| 309          | Full-time     | Business License Clerk                      | \$15.45    | \$21.99    |
|              |               | Administrative Professional                 |            |            |
| 308          | Full-time     | Water Maintenance Worker II                 | \$14.93    | \$21.30    |

| Grade | Status              | Position Title                      | Min               | Max     |
|-------|---------------------|-------------------------------------|-------------------|---------|
|       |                     | Street Maintenance Worker II        |                   |         |
|       |                     | Environmental Maintenance Worker II |                   |         |
|       |                     | Fire Engineer                       |                   |         |
|       |                     |                                     | See previous page |         |
| 307   | Full-time           | Court Clerk II / Admin Professional | \$14.67           | \$20.70 |
|       |                     | Senior Fire Fighter                 |                   |         |
| 306   | Full-time           | Building Permit Technician          | \$13.86           | \$20.63 |
|       |                     | Parks Maintenance Worker II         |                   |         |
|       |                     | Utilities Billing Clerk             |                   |         |
| 305   | Full-time           | Parks Maintenance Worker I          | \$13.54           | \$19.73 |
|       |                     | Streets Maintenance Worker I        |                   |         |
|       |                     | Water Maintenance Worker I          |                   |         |
|       |                     | Environmental Maintenance Worker I  |                   |         |
| 304   | Full-time           | Court Clerk I                       | \$12.50           | \$17.92 |
| 303   | Full-time           | Fire Fighter II                     | \$11.92           | \$18.08 |
| 302   | Full-time           | Administrative Assistant            | \$11.60           | \$15.15 |
| 301   | Full-time           | Fire Fighter I                      | \$11.17           | \$12.89 |
| 212   | Part-time           | Building Inspector I                | \$16.82           | \$24.82 |
|       |                     | Code Enforcement Officer            |                   |         |
| 211   | Part-time           | Administrative Professional         | \$15.45           | \$21.99 |
| 210   | Part-time           | Bailiff                             | \$14.79           | \$19.22 |
| 209   | Part-time           | Parks Maintenance Worker I          | \$13.54           | \$19.73 |
|       |                     | Recreation Coordinator I            |                   |         |
|       |                     | Streets Maintenance Worker I        |                   |         |
|       |                     | Water Maintenance Worker I          |                   |         |
|       |                     | Environmental Maintenance Worker I  |                   |         |
|       |                     | Facilities Maintenance Technician   |                   |         |
| 208   | Part-time           | Court Clerk                         | \$12.50           | \$17.92 |
| 207   | Part-time           | Fire Fighter II                     | \$11.92           | \$18.08 |
| 206   | Part-time           | Administrative Assistant            | \$11.60           | \$15.15 |
|       |                     | Mail Clerk                          |                   |         |
| 205   | Part-time           | Fire Fighter I                      | \$11.17           | \$12.89 |
| 204   | Part-time           | Custodian                           | \$10.28           | \$13.30 |
| 203   | Part-time           | Recreation Supervisor               | \$8.64            | \$11.24 |
|       |                     | Front Dest Receptionist             |                   |         |
| 202   | Part-time           | Crossing Guard                      | \$8.23            | \$10.70 |
| 201   | Part-time           | Recreation Assistant                | \$7.46            | \$9.70  |
| 104   | Seasonal            | Seasonal Fire Fighter               | \$11.92           | \$18.08 |
| 103   | Seasonal            | Cemetery Maintenance Worker         | \$10.25           | \$13.25 |
|       |                     | Meter Reader                        |                   |         |
|       |                     | Gang Mower Operator                 |                   |         |
| 102   | Seasonal /Temporary | Streets Maintenance Worker          | \$8.50            | \$11.75 |
|       |                     | Water Maintenance Worker            |                   |         |
|       |                     | Environmental Maintenance Worker    |                   |         |
|       |                     | Jensen Pond Maintenance Worker      |                   |         |
|       |                     | Land Maintenance Worker             |                   |         |
|       |                     | Administrative Assistant            |                   |         |
|       |                     | Intern                              |                   |         |
| 101   | Seasonal            | Sports Fields Worker                | \$8.00            | \$10.00 |

**JOB TITLE**      **DEVELOPMENT SERVICES MANAGER**

**REPORTS TO**      **COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR**

**PAY SCALE**      **RANGE MIN**    **RANGE MID**    **RANGE MAX**      **ACTUAL SALARY**      **YEARS OF SERVICE WITH CITY**      **Notes**

**BENCHMARK  
COMPARISON**

|                    | <b>RANGE MIN</b> | <b>RANGE MID</b> | <b>RANGE MAX</b> | <b>ACTUAL SALARY</b> | <b>JOB TITLE</b>                              |
|--------------------|------------------|------------------|------------------|----------------------|-----------------------------------------------|
| LAYTON             | 63,145.00        | 75,774.00        | 88,403.00        | 74,200.00            | ECONOMIC DEVELOPMENT MANAGER/CED DEPUTY DIREC |
| CLEARFIELD         | 54,621.00        | 68,286.50        | 81,952.00        | 67,018.00            | DEVELOPMENT SERVICES MANAGER                  |
| ROY                | 55,286.00        | 67,995.00        | 80,704.00        | 55,827.00            | CITY PLANNER                                  |
| NORTH SALT LAKE    | 53,989.00        | 66,585.00        | 79,181.00        | 65,811.00            | SENIOR PLANNER                                |
| MIDVALE            | 60,008.00        | 76,375.00        | 92,742.00        | 85,813.00            | Economic Development Director                 |
| PAYSON             | 32,787.00        | 37,146.00        | 41,505.00        | 49,650.00            | City Planner                                  |
| COTTONWOOD HEIGHTS | 50,012.00        | 60,991.00        | 71,970.00        | 61,992.00            | Senior Planner                                |
| EAGLE MOUNTAIN     | 42,677.00        | 51,510.00        | 60,343.00        | 56,700.00            | SENIOR PLANNER                                |
| SPRINGVILLE        | 49,806.68        | 60,352.34        | 70,897.99        | 59,744.12            | ECONOMIC DEVELOPMENT COORDINATOR              |
| TOOELE             | 50,479.00        | 63,040.64        | 75,602.28        | 58,760.00            | CITY PLANNER/ZONING ADMINISTRATOR             |

60th Percentile      \$ 54,241.80    \$ 67,149.00    \$ 79,790.20      \$ 63,519.60

70th Percentile      \$ 54,820.50    \$ 68,082.45    \$ 81,078.40      \$ 66,173.10

60th Percentile - hourly rate      \$ 26.08    \$ 32.28    \$ 38.36

TOR



# COUNCIL AGENDA

## February 9, 2016

Agenda Item #19

Resolution Adopting the City Mission Statement, and the Council's Vision Statements

***Factual Summation***

- Any question regarding this agenda item may be directed at City Manager Brody Bovero.
- Please see attached draft resolution regarding the amendment of the City's mission statement, and establishment of various 10-year vision statements.
- This resolution will serve as a guiding document to the Administration in its role in providing services to the citizens.

**RESOLUTION R16-03**

**A RESOLUTION OF THE SYRACUSE CITY COUNCIL  
AMENDING THE SYRACUSE CITY MISSION STATEMENT AND  
IDENTIFYING 10-YEAR VISION STATEMENTS CITY-WIDE  
AND FOR EACH CITY DEPARTMENT.**

**WHEREAS** Syracuse City Councilmembers are desirous of updating and amending the City's mission statement;

**WHEREAS** Syracuse City Councilmembers are desirous of developing 10-year vision statements for the entire City and for each individual Department; and

**WHEREAS** the City Council and City Administration met in a goal setting retreat do determine appropriate changes to the mission statement, and develop vision statements.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, UTAH, AS FOLLOWS:**

**Section 1. Adoption.** The amended mission statement and vision statements are attached hereto as Exhibit A.

**Section 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 3. Effective Date.** This Resolution shall become effective immediately upon its passage.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 9<sup>th</sup> DAY OF FEBRUARY, 2016.**

**SYRACUSE CITY**

ATTEST:

\_\_\_\_\_  
Cassie Z. Brown, City Recorder

By: \_\_\_\_\_  
Terry Palmer, Mayor



## **Mission Statement**

**"To provide quality, affordable services for its citizens, while promoting community pride, fostering economic development and preparing for the future."**

### **10-Year City-Wide Vision Statements**

1. We are a City with well-maintained infrastructure, including roads, utilities, and parks.
2. In preparation for the West Davis Corridor, we will make provisions for interchanges to accommodate commercial businesses to serve the residents' needs and to support economic stability of the City.
3. We are financially stable City, balancing the cost of services with the level of services that we provide. The City will have minimal or no debt.
4. The City will incorporate improvements, events, and services that create an overall feeling of connection and pride in the City by its residents.

### **Vision Statements on City Services**

#### **Police**

1. The Syracuse PD is a well-trained, professional police force.
2. The Syracuse PD is responsive to crime and other community issues.
3. Syracuse City police officers are courteous and service-oriented.
4. Syracuse City police officers are part of the community and respected by the public.
5. The City's policies provide guidance on the expected levels of personnel in the police department.

### **Fire/EMS**

1. Syracuse firefighters and EMS providers are professional, well-trained, and courteous.
2. The Syracuse FD/EMS has the equipment, training, and personnel to respond quickly.
3. Syracuse firefighters and EMS providers are part of the community and respected by the public.
4. The City is prudent with the finances of the FD, and minimizes debt associated with providing fire/EMS services.

### **Public Works/Utilities**

1. Utilities provided by the City are affordable.
2. Public Works and utility billing employees are customer service oriented.
3. Services provided by Publics Works are done in an efficient manner.
4. Syracuse City has a well-organized infrastructure replacement and maintenance schedule that ensures well-maintained systems.

### **Parks & Recreation**

1. Syracuse City provides parks and open space for active and passive recreation, with equipment and space for a variety of activities.
2. There are a wide variety of programs provided by the Parks & Recreation Department.
3. The Parks & Recreation Department operates efficiently.
4. The programs offered by the Parks & Recreation Department are financially self-sustaining.
5. Syracuse City parks and trails have plenty of trees.

### **Community and Economic Development**

1. Syracuse City has a clear and targeted plan for the development of key areas of the City.
2. The Community & Economic Development Department employees are knowledgeable and positive.
3. The Community & Economic Development Department communicates well with the business community.

### **Administration**

1. Syracuse City Administration employees are knowledgeable, courteous, and customer-oriented.
2. Syracuse City Administration demonstrates transparency in conducting City business.

### **Information Technology**

1. Syracuse City uses IT to improve communication with residents.
2. Syracuse City provides IT services in an efficient and organized manner.
3. Syracuse City uses technology to improve staff productivity.
4. Syracuse City's IT services are customer-oriented.

### **Justice Court**

1. Syracuse City's justice court meets the needs justice in the City.
2. Syracuse City's justice court is administered fairly and efficiently.

### **FY 2017 Budgetary Goals**

The following goals are set by the City Council to provide direction for the City during the FY2017 budget year. Upon adoption, these goals will be developed to include action plans and key personnel assigned to each goal.

1. Find ways to lessen the enmity that exists among individuals in policy-making bodies.
2. Include a formal 1<sup>st</sup> and 2<sup>nd</sup> reading of all new or amended ordinances prior to adoption.
3. Ensure the staff of their value in City government.

4. Develop an accountability reporting program, to include a regular reporting schedule on the value of spending by the city departments.
5. Create a positive perception of City Hall that demonstrates an inviting group of people working to serve the citizens of Syracuse.
6. Incorporate competitive business practices in an effort to eliminate waste, improve service, and strengthen City services.
7. Develop plans for undeveloped park lands.
8. Develop a minimum of 15 possible public service projects in the City.
9. Develop a policy on how the City will appropriately represent itself on external boards.
10. Develop a community education program as an offering to citizens of the City.
11. Review internal commissions and subcommittees to boost their value to the City, increase participation, and eliminate waste.
12. Identify the mission of the Syracuse Arts Council, expand offerings, and maximize the value of having an Arts Council.
13. Develop a volunteer recognition program.
14. Aggressively seek business expansion, within the vision of the City.
15. Make the City website more user-friendly.
16. Develop plans for each department to prepare for the future.
17. Restructure the City Budget.
18. Evaluate the need to hire more police officers.
19. Investigate the feasibility of radio metering for culinary water vs current system.
20. Evaluate the possibility of contracting with external youth organizations, such as AYSO, for the use of City parks for practices and games.
21. Develop a parks and open space master plan.
22. Review each department to look for a 5% to 10% reduction in costs.
23. Ensure money is available to add to the City's fund balance.
24. Ensure funding is provided for infrastructure improvements.
25. Put money toward debt payment.

26. Ensure City spending is efficient, transparent, and honest.
27. Receive feedback from departments regarding service needs and wasteful spending.