SYRACUSE CITY

Syracuse City Council Work Session Agenda
October 24, 2023 – 6:00 p.m.
In-Person Location: Syracuse City Hall, 1979 W. 1900 S.
Electronic Via Zoom
Connect via telephone: +1-301-715-8592 US, meeting ID: 846 8515 8281
Streamed on Syracuse City YouTube Channel

a. Meeting called to order.

b. Public Comment: This is an opportunity to address the Council regarding your concerns or ideas. Please limit your comments to three minutes. (*Individuals wishing to provide public comment may do so via email to City Recorder Cassie Brown, cassieb@syracuseut.gov, by 4:00 p.m. on October 24, 2023. Comments submitted by the deadline will be read for the record of the meeting.*)

c. Introduce CTC new North Davis Advisor Shannon Busse (requested by Councilmember Teague). (5 min.)

d. Review/discussion of Annexation Petition 2023-02 for property on 3000 West between 1700 South and 2700 South, petitioner David Cook. (15 min.)

e. Planning items:
   1. Pre-application development review for property located at approximately 2400 S. 2750 W., requested zone change from Residential R-1 to Residential R-3. (10 min.)
   2. Recommendation from the Planning Commission, General Plan Map amendment for property located at 1557 W. 1700 S., Low Density Residential to Commercial. (10 min.)
   3. Recommendation from the Planning Commission, Zoning Map amendment for property located at 1557 W. 1700 S., Residential (R-1) to General Commercial (GC). (10 min.)
   4. Recommendation from the Planning Commission, Zoning Map amendment for property located at 1188 W. 250 S., Industrial (ID) to Business Park (BP). (10 min.)
   5. Recommendation from the Planning Commission, General Plan Map amendment for property located at 2425 W. 2700 S. from Low Density Residential to Medium Density Residential. (10 min.)
   6. Recommendation from the Planning Commission, Zoning Map amendment for property located at 322 S. 2000 W. from Residential (R-1) to General Commercial GC. (10 min.)
   7. Discussion and review of Syracuse City Code Section 10.92 pertaining to Mixed-Use Development (MXD) zoning. (15 min.)

f. Discussion regarding dog park project. (10 min.)

g. Discussion regarding proposed amendments to the Syracuse City Budget for the Fiscal Year ending June 30, 2024. (10 min.)

h. Discussion regarding proposed updates to the Syracuse City Personnel Policy Manual and associated amendments to the employee wage scale for the Fiscal Year ending June 30, 2024. (10 min.)

i. Discussion regarding proposed amendment to Syracuse City Contracting Policy. (10 min.)

j. Discussion regarding proposed amendments/updates to the Syracuse City Annexation Policy Plan. (10 min.)

k. Discussion regarding communication to the State Legislature relative to housing and land use authority. (5 min.)

l. 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 19th day of October 2023 at Syracuse City Hall on the City Hall Notice Board and at http://www.syracuseut.gov/. A copy was also provided to the Standard-Examiner on October 19, 2023.

CASSIE Z. BROWN, MMC
SYRACUSE CITY RECORDER
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CITY COUNCIL WORK SESSION

October 24, 2023

Agenda Item **"d"** Annexation Petition 2023-02, Cook Family, 3000 W. between 1700 S. and 2700 S.

Factual Summation

- On July 31, 2023, David Cook filed a petition for annexation of 129.496 acres of property on 3000 West between 1700 S. and 2700 S. The City Council accepted the petition on August 8, 2023 and referred it to the City Recorder's Office for certification. The petition was certified on September 8, and a notice of certification was delivered to the City Council and the petitioner, published in accordance with the Utah Code, and delivered to all affected entities; notices were also be mailed to each residence and property owner within one-half mile of the subject property. The notices outlined the protest period. The 30 day protest period has expired and no protests were filed during that time. The proposed annexation, zoning ordinance, and an annexation agreement can now be considered by the Council.

- A public hearing must also be scheduled before final action can take place; pending the outcome of the work session discussion, staff recommends the public hearing be scheduled for November 14, 2023 during the City Council meeting scheduled for that evening.

- The Planning Commission has reviewed the petition and has forwarded a zoning recommendation for Council consideration. For the northernmost 32 acres of the property, they have recommended commercial zoning. For the remainder of the property, they have recommended agricultural zoning.

- Any question regarding this agenda item may be directed at Cassie Brown, City Recorder.

SYRACUSE CITY
1979 W 1900 S
SYRACUSE, UT 84075
801.825.1477

ANNEXATION PETITION

(Submit to City Recorder's Office)

PETITION TITLE: Cleone B. Cook **ACREAGE:** 129.48

PROPERTY LOCATION: Approx. 3000 W. between 1700 S. & 2700 S. **FEE:** $12,848.15

AFFECTED PROPERTY OWNER NAMES: *(within Annexation Area)*:	PROPERTY ADDRESS:	PARCEL ID#:
Cleone B. Cook		12-096-0153
Cleone B. Cook		12-096-0139
Cleone B. Cook		12-096-0144

Attach additional sheet as needed

MAIN CONTACT PERSON:

(It is the Main Contact's responsibility to notify/inform other property owners of any notifications or information received regarding this Annexation Petition)

Name: Jason Hone, Newmark Phone: 801-578-5586

Mailing Address: 376 East 400 South Suite 120 City: Salt Lake City

State: Utah Zip: 84111 Email: Jason.Hone@nmrk.com

INCLUDE WITH THIS PETITION (in accordance with UCA §10-2-403):

1. A copy of the Notice of Intent to File an Annexation Petition sent to affected entities as required, the date the notice was sent, and a list of the affected entities to which notice was sent.
2. Signature page(s) (**must include the required statement**) of property owners that are within the proposed annexation area.
3. One 24" x 36" accurate and recordable (mylar) map, prepared by a licensed surveyor, of the area proposed for annexation. Mylar copy must be stamped by the surveyor and meet the requirements of UCA§ 17-23-20(4).
4. Four 11" x 17" paper copies of the map prepared by the licensed surveyor.
5. Electronic copy of prepared map sent to cassieb@syracuseut.gov
6. A legal property description in word format sent to: cassieb@syracuseut.gov
7. On the date of filing with the City Recorder, deliver or mail a copy of petition (including paper copy of map) to Davis County Recorder

Signature of Applicant: Dave L Cook 7/31/2023

Date Submitted

Applicant Information *(If different than Main Contact):*

Name: Cleone B. Cook Via Dave Cook Phone: 801-710-0217

Mailing Address: 2324 West 700 South City: Syracuse

State: Utah Zip: 84075 Email: Dave.Cook@rcwilley.com

Cook Lower Farm Parcel ID and Legal Description

Parcel 12-096-0144, .64 Acres

BEG AT A PT ON A SW'LY LINE OF PPTY CONV IN WARRANTY DEED RECORDED 09/02/2021 AS E# 3415060 BK 7836 PG 1309; SD PT BEING S 00^03'33" W 63.00 FT & W 33.09 FT FR THE NE COR OF SEC 17-T4N-R2W, SLB&M; & RUN TH THE FOLLOWING TWO COURSES ALG SD DEED: N 44^50'48" W 30.32 FT & W 1265.46 FT TO THE W'LY BNDRY LINE OF PPTY DESC IN SPECIAL WARRANTY DEED RECORDED 06/17/2020 AS E# 3261612; TH S 618.50 FT, M/L, TO THE S LINE OF PPTY DESC IN SD SPECIAL WARRANTY DEED; TH ALG SD S LINE E 1286.06 FT, M/L, TO THE W LINE OF PPTY CONV IN WARRANTY DEED RECORDED 09/02/2021 AS E# 3415062 BK 7836 PG 1314; TH ALG SD W LINE THE FOLLOWING COURSE: N 0^08'27" E 597.00 FT TO THE POB. (NOTE: ROTATE ABOVE BEARINGS 00^26'35" CLOCKWISE TO EQUAL NAD83 HIGHWAY BEARINGS.) CONT.

12-096-0139, 110.58 Acres

BEG 2640 FT N FR THE SW COR OF THE E 1/2 OF THE SE 1/4 OF SEC 17-T4N-R2W, SLB&M; & RUN TH E 330 FT TO THE NE COR OF RONALD HAMBLIN PPTY; TH S 158 RODS; TH E 60 RODS; TH N 3710.00 FT, M/L, TO THE SE COR OF PPTY CONV IN WARRANTY DEED RECORDED 12/31/2009 AS E# 2503101 BK 4932 PG 10; TH ALG SD PPTY THE FOLLOWING THREE COURSES: N 89^50'33" W 512.50 FT, N 0^09'27" E 440.75 FT, S 89^50'33" E 512.50 FT TO SEC LINE; TH N 470.72 FT; TH W 20 CHAINS; TH S 1980 FT, M/L, TO THE POB. CONT. 110.577 ACRES ACREAGE IS LESS STREET. LESS & EXCEPT THAT PPTY CONV IN WARRANTY DEED RECORDED 03/17/2017 AS E# 3008602 BK 6724 PG 6 DESC AS FOLLOWS: A PARCEL OF LAND IN FEE FOR A STATE ROUTE TRAFFIC SIGNAL KNOWN AS PROJECT NO. S-0127(4)1, BEING PART OF AN ENTIRE TRACT OF PPTY, SIT IN THE NE 1/4 NE 1/4 OF SEC 17-T4N-R2W, SLB&M. THE BNDRY OF SD PARCEL OF LAND ARE DESC AS FOLLOWS: BEG AT THE NE COR OF GRANTOR'S PPTY, SD PT ALSO BEING THE INTERSECTION OF THE W R/W LINE OF 3000 WEST STR & THE S R/W LINE OF SR-127, WH PT IS 32.13 FT PERP'LY DISTANT W'LY FR THE CONTROL LINE OF SD PROJECT AT ENGINEER STATION 52+45.63, WH PT ALSO BEING 33.00 FT S 00^30'01" W ALG THE SEC LINE & N 89^29'59" W 33.00 FT FR THE NE COR OF SD SEC 17; & RUN TH S 00^30'01" W 4.00 FT TO A PT WH IS 32.13 FT PERP'LY DISTANT W'LY FR THE CONTROL LINE OF SD PROJECT AT ENGINEER STATION 52+41.63; TH N 89^33'37" W 15.00 FT TO A PT WH IS 47.13 FT PERP'LY W'LY FR THE CONTROL LINE OF SD PROJECT AT ENGINEER STATION 52+41.63; TH N 00^30'01" E 4.00 FT TO A PT ON SD S R/W LINE OF SR-127; SD PT BEING 47.13 FT PERP'LY W'LY FR THE CONTROL LINE OF SD PROJECT AT ENGINEER STATION 52+45.63; TH S 89^33'37" E 15.00 FT ALG SD S R/W LINE TO THE POB. CONT. 0.001 ACRES TOTAL ACREAGE 110.576 ACRES

12-096-0153, 18.26 Acres

BEG AT A PT ON A SW'LY LINE OF PPTY CONV IN WARRANTY DEED RECORDED 09/02/2021 AS E# 3415060 BK 7836 PG 1309; SD PT BEING S 00^03'33" W 63.00 FT & W 33.09 FT FR THE NE COR OF SEC 17-T4N-R2W, SLB&M; & RUN TH THE FOLLOWING TWO COURSES ALG SD DEED: N 44^50'48" W 30.32 FT & W 1265.46 FT TO THE W'LY BNDRY LINE OF PPTY DESC IN SPECIAL WARRANTY DEED RECORDED 06/17/2020 AS E# 3261612; TH S 618.50 FT, M/L, TO THE S LINE OF PPTY DESC IN SD SPECIAL WARRANTY DEED; TH ALG SD S LINE E 1286.06 FT, M/L, TO THE W LINE OF PPTY CONV IN WARRANTY DEED RECORDED 09/02/2021 AS E# 3415062 BK 7836 PG 1314; TH ALG SD W LINE THE FOLLOWING COURSE: N 0^08'27" E 597.00 FT TO THE POB. (NOTE: ROTATE ABOVE BEARINGS 00^26'35" CLOCKWISE TO EQUAL NAD83 HIGHWAY BEARINGS.) CONT. 18.262 ACRES

W 1700 S
1
2
3
S 3000 W
W 2025 S
W 2075 S
W 2300 S
W 2425 S
109

811 Know what's below. Call before you dig.

CALL BLUESTAKES @ 811
AT LEAST 48 HOURS PRIOR
TO THE COMMENCEMENT
OF ANY CONSTRUCTION.



NORTH

HORIZONTAL GRAPHIC SCALE

200 0 100 200 400

(IN FEET)

HORZ: 1 inch = 200 ft.

ENSIGN
THE STANDARD IN ENGINEERING

LAYTON
919 North 400 West
Layton, UT 84041
Phone: 801.547.1100

SANDY
Phone: 801.255.0529

TOOELE
Phone: 435.843.3590

CEDAR CITY
Phone: 435.865.1453

RICHFIELD
Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
CLIENT
CLIENT'S ADDRESS
CLIENT CITY STATE ZIP

CONTACT:
CLIENT CONTACT
PHONE: 801.000.0000

COOK PROPERTY

3000 WEST ANTELOPE DRIVE
SYRACUSE, UTAH

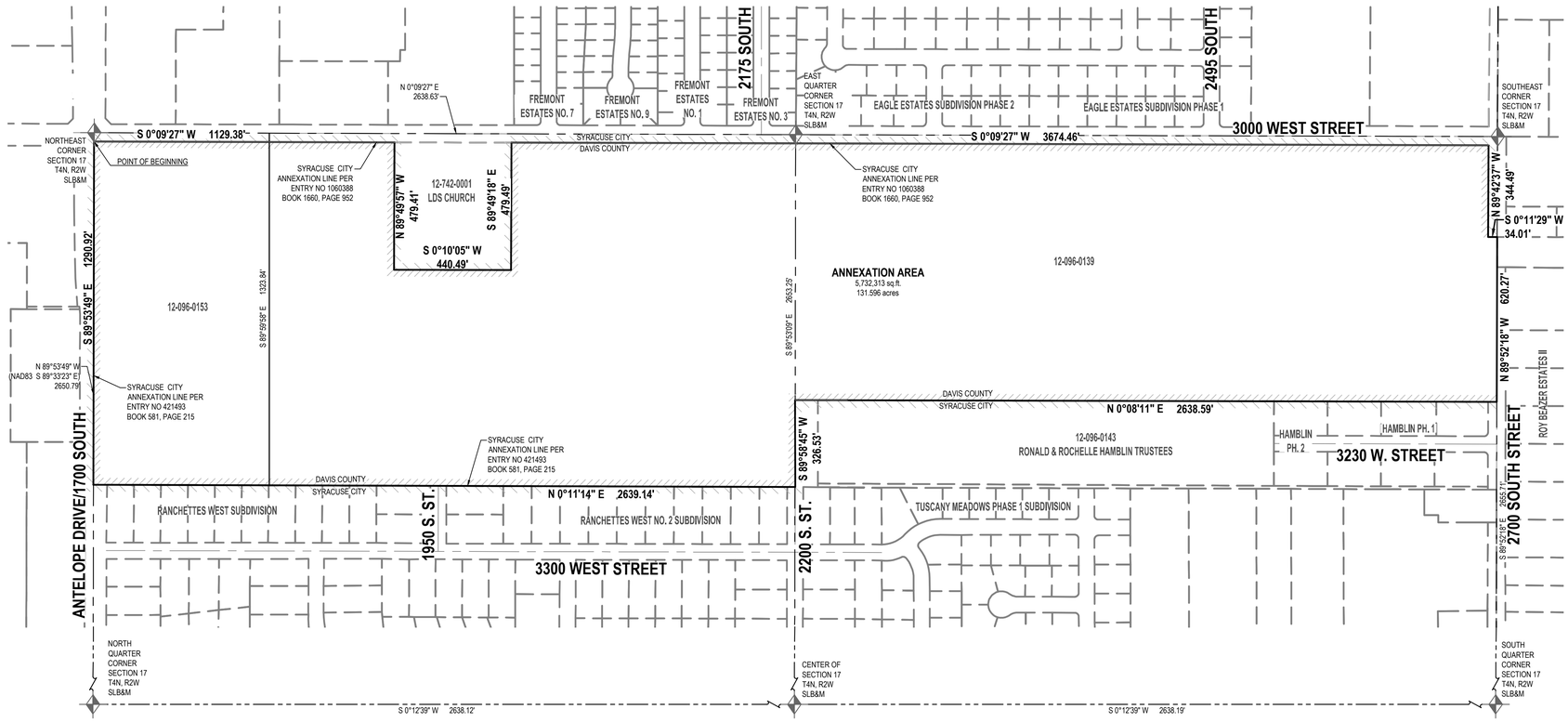
ANNEXATION AREA

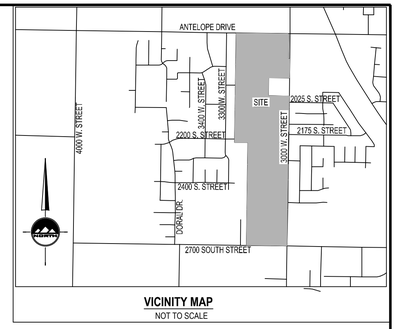
PROJECT NUMBER 12306
PRINT DATE 2023-07-28
PROJECT MANAGER C.PRESTON
DESIGNED BY M.ELMER

1 OF 1

COOK-SYRACUSE ANNEXATION PLAT

LOCATED IN THE EAST HALF
OF SECTION 17
TOWNSHIP 4 NORTH RANGE 1 WEST
SALT LAKE BASE & MERIDIAN
SYRACUSE CITY, DAVIS COUNTY, UTAH
SEPTEMBER 2023





VICINITY MAP
NOT TO SCALE

HORIZONTAL GRAPHIC SCALE

500 0 250 500 1000
(IN FEET)
HORZ: 1 inch = 500 ft.

LEGEND

- SECTION CORNER
- EXISTING STREET MONUMENT
- ENSIGN ENG. LAND SURV. — SET 5/8" REBAR WITH YELLOW PLASTIC CAP, OR NAIL STAMPED "ENSIGN ENG. & LAND SURV."
- PU&DE — PU&DE= PUBLIC UTILITY & DRAINAGE EASEMENT
- ANNEXATION LINE
- ADJOINING PROPERTY LINE
- ROAD CENTER LINE
- SECTION LINE
- CITY/COUNTY LINE

COOK-SYRACUSE ANNEXATION PLAT

LOCATED IN THE EAST HALF
OF SECTION 17
TOWNSHIP 4 NORTH RANGE 1 WEST
SALT LAKE BASE & MERIDIAN
SYRACUSE CITY, DAVIS COUNTY, UTAH

DAVIS COUNTY RECORDER

ENTRY NO. _____ FEE
PAID _____ FILED FOR RECORD AND
RECORDED THIS _____ DAY OF _____, 20____
AT _____ IN BOOK _____ OF OFFICIAL RECORDS
PAGE

DAVIS COUNTY RECORDER

BY _____
DEPUTY RECORDER

ENSIGN

LAYTON
919 North 400 West
Layton, UT 84041
Phone: 801.547.1100
Fax: 801.593.6315

WWW.ENSIGNENG.COM

SALT LAKE CITY
Phone: 801.255.0529
TOOELE
Phone: 435.843.3590
CEDAR CITY
Phone: 435.865.1453
RICHFIELD
Phone: 435.896.2983

DAVIS COUNTY SURVEYOR

APPROVED THIS _____ DAY OF _____, 20_____,
BY THE DAVIS COUNTY SURVEYOR

_____
DAVIS COUNTY SURVEYOR

SHEET 1 OF 2

PROJECT NUMBER : 12306
MANAGER : T. WILLIAMS
DRAWN BY : C. ROMER
CHECKED BY : T. WILLAMS
DATE : 9/28/23

COOK-SYRACUSE ANNEXATION PLAT

LOCATED IN THE EAST HALF
OF SECTION 17
TOWNSHIP 4 NORTH RANGE 1 WEST
SALT LAKE BASE & MERIDIAN
SYRACUSE CITY, DAVIS COUNTY, UTAH
SEPTEMBER 2023

SURVEYOR'S CERTIFICATE

I, TRENT R. WILLIAMS, do hereby certify that I am a Licensed Professional Land Surveyor in the State of Utah and that I hold License No. 8034679 in accordance with Title 58, Chapter 22 of the Professional Engineers and Land Surveyors Act. I further certify that by authority of The Owners, I have completed a survey of the property described on this subdivision plat in accordance with Section 17-23-17 and have verified all measurements and that the monuments shown on this plat are located as indicated and are sufficient to accurately establish the boundaries of the herein described tract of real property and that it has been drawn correctly and is a true and correct representation of the herein described lands included in said subdivision based on data compiled from The County Recorder's office. I further certify that all lots meet frontage width and area requirements of applicable zoning ordinances.

BOUNDARY DESCRIPTION

A parcel of land, situate in the Southwest Quarter of Section 17, Township 4 North, Range 2 West, Salt Lake Base and Meridian, said parcel also located in Syracuse City, Utah, more particularly described as follows:

Beginning at a point on the northerly section line of said Section 17, said point being North 89°53'49" West 33.00 feet along the section line (NAD83 Bearing being South 89°33'23" East between the North Quarter Corner and the Northeast Corner of said Section 17) and running thence:

South 00°09'27" West 1129.38 feet along the westerly right-of-way line of 3000 West Street;
thence North 89°49'57" West 479.41 feet;
thence South 00°10'05" West 440.49 feet;
thence South 89°49'18" East 479.49 feet to a point on the westerly right-of-way line of 3000 West Street;
thence South 00°09'27" West 3674.46 feet along said westerly right-of-way line to a point on the northerly right-of-way line of 2700 South Street;
thence North 89°42'37" West 344.49 feet along said northerly right-of-way line of 2700 South Street;
thence South 00°11'29" West 34.01 feet to the southerly line of Section 17;
thence North 89°52'18" Wet 620.27 feet along said section line;
thence North 00°08'09" East 2638.59 feet;
thence South 89°58'45" West 326.53 feet;
thence North 00°11'14" East 2639.14 feet;
thence South 89°53'49" East 1290.92 feet to the point of beginning.

Contains: 5,732,313 square feet or 131.596 acres.

PROFESSIONAL LAND SURVEYOR
Electronic Seal
No. 8034679
TRENT R. WILLIAMS
STATE OF UTAH

09-28-2023
Date

Trent R. Williams
License No. 8034679

DAVIS COUNTY CORPORATION RELEASE

Known by all men present that we the undersigned have by authority acting for and in behalf of DAVIS COUNTY Corporation do release by county ordinance, the land described on this plat to be excluded in the corporate limits of Davis County, Utah as the

COOK-SYRACUSE ANNEXATION PLAT

In witness whereof , we have hereunto set our hands this _____ day of _____, A.D., 20 ____.

Davis County Commission Chair

Attest:

SYRACUSE CITY CORPORATION ACCEPTANCE

Known by all men present that we the undersigned have by authority acting for and in behalf of SYRACUSE CITY Corporation do accept by city ordinance, the land described on this plat to be included in the corporate limits of Syracuse City, Davis County, Utah as the

COOK-SYRACUSE ANNEXATION PLAT

In witness whereof , we have hereunto set our hands this _____ day of _____, A.D., 20 ____.

Syracuse City Mayor

Attest:

DEVELOPER
PSION HOMES
579 HERITAGE PARK BOULEVARD
LAYTON, UTAH 54041

COOK-SYRACUSE ANNEXATION PLAT

LOCATED IN THE EAST HALF
OF SECTION 17
TOWNSHIP 4 NORTH RANGE 1 WEST
SALT LAKE BASE & MERIDIAN
SYRACUSE CITY, DAVIS COUNTY, UTAH

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DAVIS COUNTY RECORDER

BY _____
DEPUTY RECORDER

ENSIGN
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Phone: 435.865.1453
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Phone: 435.896.2983

DAVIS COUNTY SURVEYOR

APPROVED THIS _____ DAY OF _____, 20_____,
BY THE DAVIS COUNTY SURVEYOR

DAVIS COUNTY SURVEYOR

SHEET 2 OF 2

PROJECT NUMBER : 12306
MANAGER : T. WILLIAMS
DRAWN BY : C. ROMER
CHECKED BY : T. WILLAMS
DATE : 9/28/23

COUNCIL AGENDA

October 24, 2023

Agenda item "e.1" Pre-Application Consultation

Summary

The city has received an application to consult with the city council about a property located approximately 2400 S. 2750 W. Please find attached for the materials provided by the applicant.

10.20.065 Pre-application City Council consultation.

Any landowner or designee may apply for and receive a pre-application consultation with the City Council about a development opportunity that would require a zone change. The consultation is voluntary, informal and nonvesting. The pre-application consultation will occur during a public, nonvoting meeting and individual Council Members will provide their input to the applicant.

Goals of Discussion

Listen to the information about the development and provide informal and nonvesting input to the applicant

Consultation with City Council

Syracuse City Community Development
1979 West 1900 South, Syracuse, UT 84075
Phone: (801) 825-1477 ext 5 Website: www.syracuseut.gov
Fax: (801) 825-3001 Email: planning@syracuseut.com

Subject Property Information

Property Address or Approximate Coordinate:		Total Acreage of Parcel:
2400 SOUTH 2750 WEST		10.6
Parcel Identification Number (as recorded with Davis County):	**Current General Plan**	**Current Zoning**
12093003H	RESIDENTIAL	R-1

Brief description of purpose for requested consultation. Please list questions and attach plans as needed.

SEE ATTACHED

Subject Property Owner Contact Information

Name(s) of every person or company the applicant represents:
LEISURE VILLAS / AGATE BEACH LLC

Mailing address:	City:	State:	ZIP:
791 N 100 EAST	LEHI	UT	84043

Office or Home Phone:	Cell Phone :	Email:
801-859-1959		buzzerickson@gmail.com

Applicant Contact Information (if different from Property Owner)

Name (and agent, if any):
DAVE ERICKSON

Mailing Address:	City:	State:	ZIP:
791 N 100 EAST	LEHI	UT	84043

Office or Home Phone:	Cell Phone:	Email:
	801-859-1959	buzzerickson@gmail.com

By signing below I acknowledge that the consultation is nonvesting and voluntary. Any input received during the meeting shall not consist of official direction by the city but rather first impressions and ideas.

10.20.065 Pre-application City Council consultation.
Any landowner or designee may apply for and receive a pre-application consultation with the City Council about a development opportunity that would require a zone change. The consultation is voluntary, informal and nonvesting. The pre application consultation will occur during a public, nonvoting meeting and individual Council Members will provide their input to the applicant. [Ord. 22-13 § 1 (Exh. A).]

Property Owner Signature — August 5 '23 — Date

Applicant Signature — Aug 5 23 — Date

Leisure Villas Rezone Pre-application
City Council Consultation

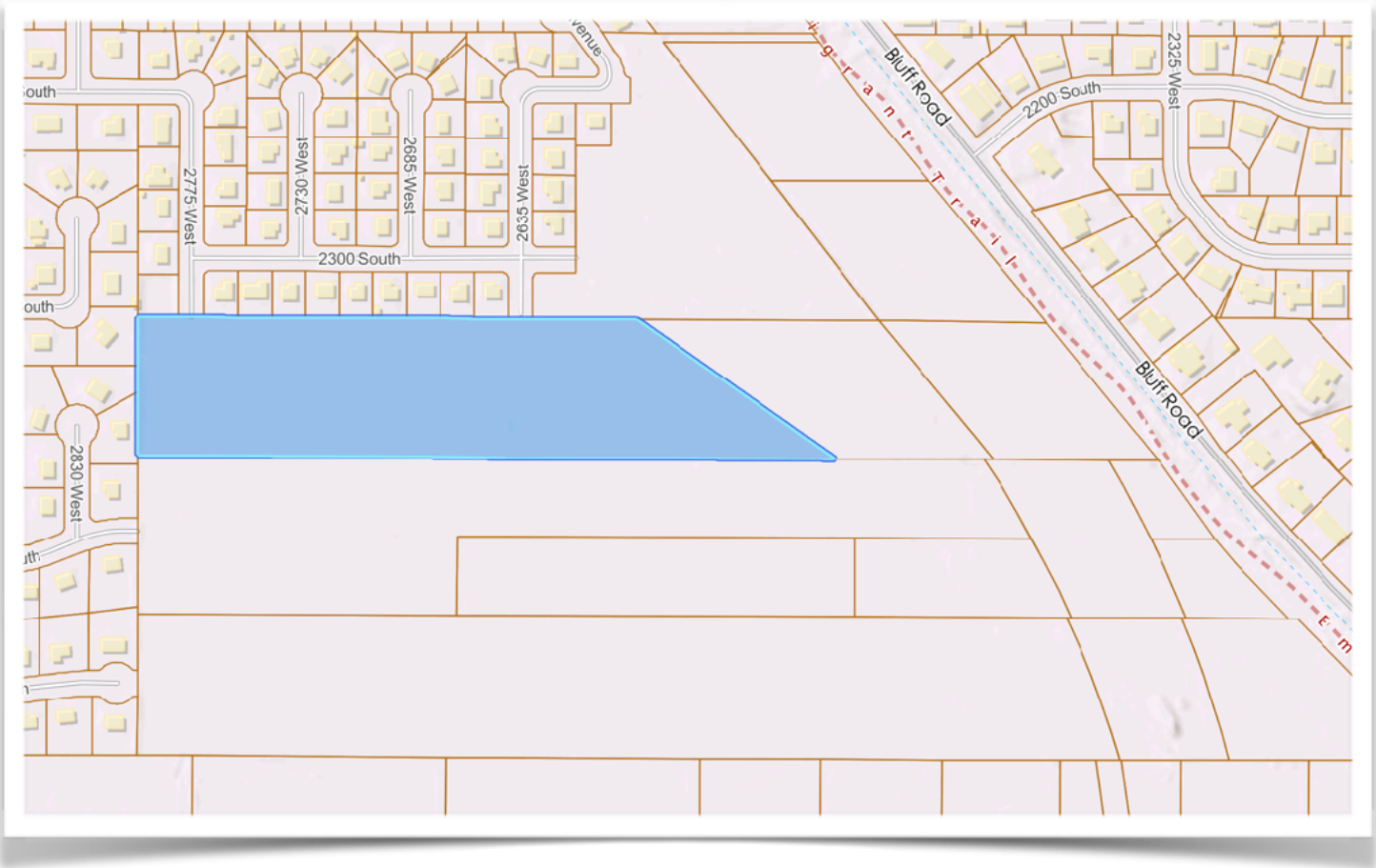
Leisure Villas, the developer of the Sunset Park Villas 55+ community behind Smiths on 1000 West and Antelope Drive recently acquired the excess UDOT property adjacent to the new Legacy Highway extension west of Bluff Road and north of 2700 South.



We are requesting a rezone to R-3 from R-1. This request is necessitated due to the existing road and adjacent lot situation.

The Planning Commission has recommended approval of our rezone request.

This rezone request is permitted under, and consistent with the General Plan. Our request is based on the necessity to match multiple 80 ft. wide lot frontages and some smaller lots due to the City approved road placement and platted lots adjacent to us to the north, and not by our desire to necessarily construct on smaller lots.

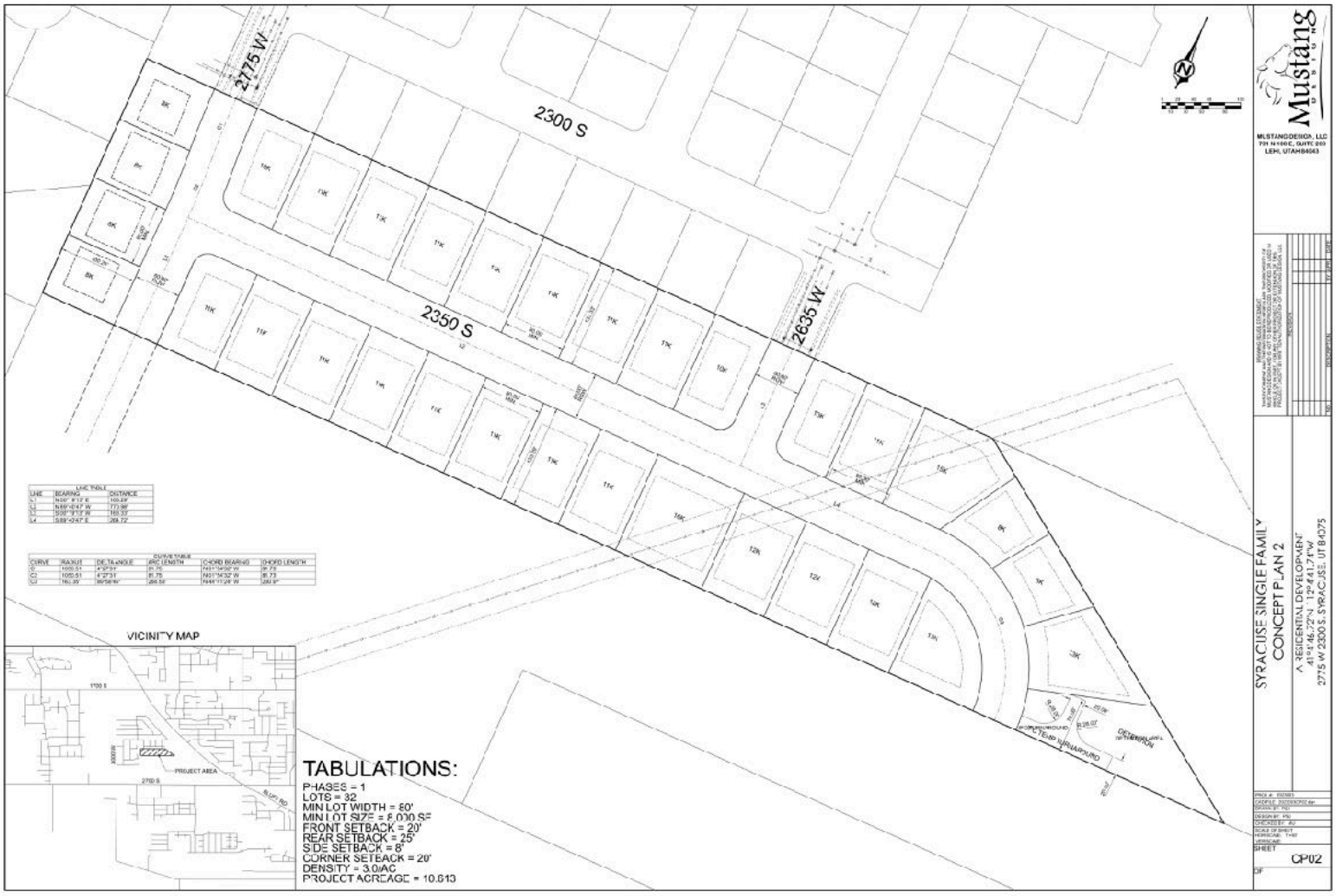


The construction of the Legacy Highway extension has dramatically altered the area where the Property is located, and we believe the City should reevaluate whether the current zoning in the area is still appropriate when considering such a significant alteration, especially when considering the added noise and traffic in the area. We believe the current zoning which was adopted long ago should now be reconsidered.

R-1 requirements: 12,000 sq. ft., 2.3 per acre, 100 ft. frontage
R-2 requirements: 10,000 sq. ft., 3 per acre, 85 ft. frontage
R-3 requirements: 8000 sq. ft., 4 per acre, 80 ft. frontage

The proposed layout consists of 32 lots, or 3 per acre. This represents just 75% of the allowable density in the R-3 zone.

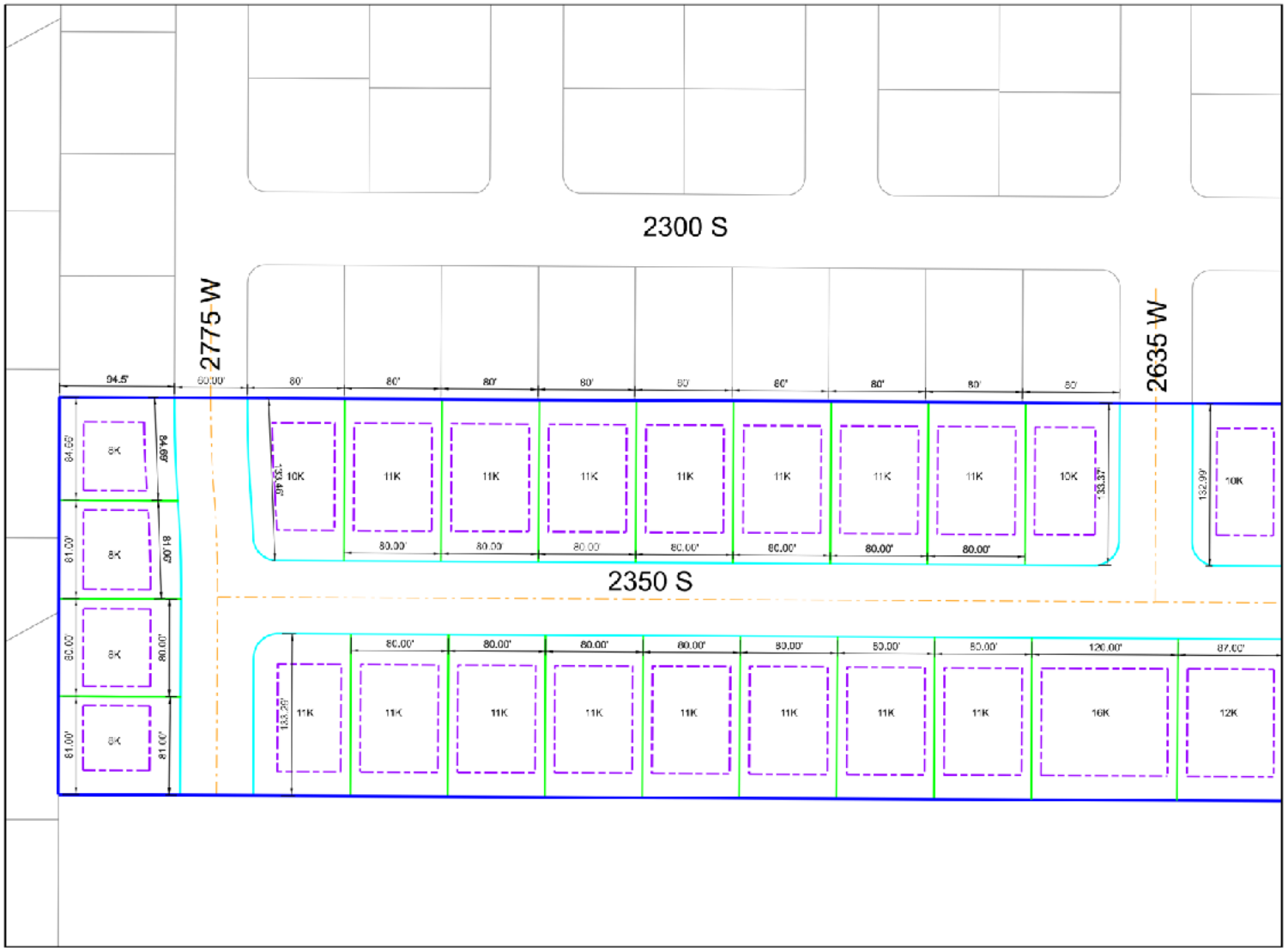
The average lot size is 10, 800 sq. ft. Less than 20% of the lots are of the R-3 8000 sq. ft. size. 58% of the lots are larger than what is required in the R-2 zone, and 22% are in compliance with the R-1 zone.



The City, when it approved the lot layout and road design of an R-3 zone in the R-1 zone in the subdivision directly north of the subject property established the configuration of the streets that any future development directly south would be required to connect to.

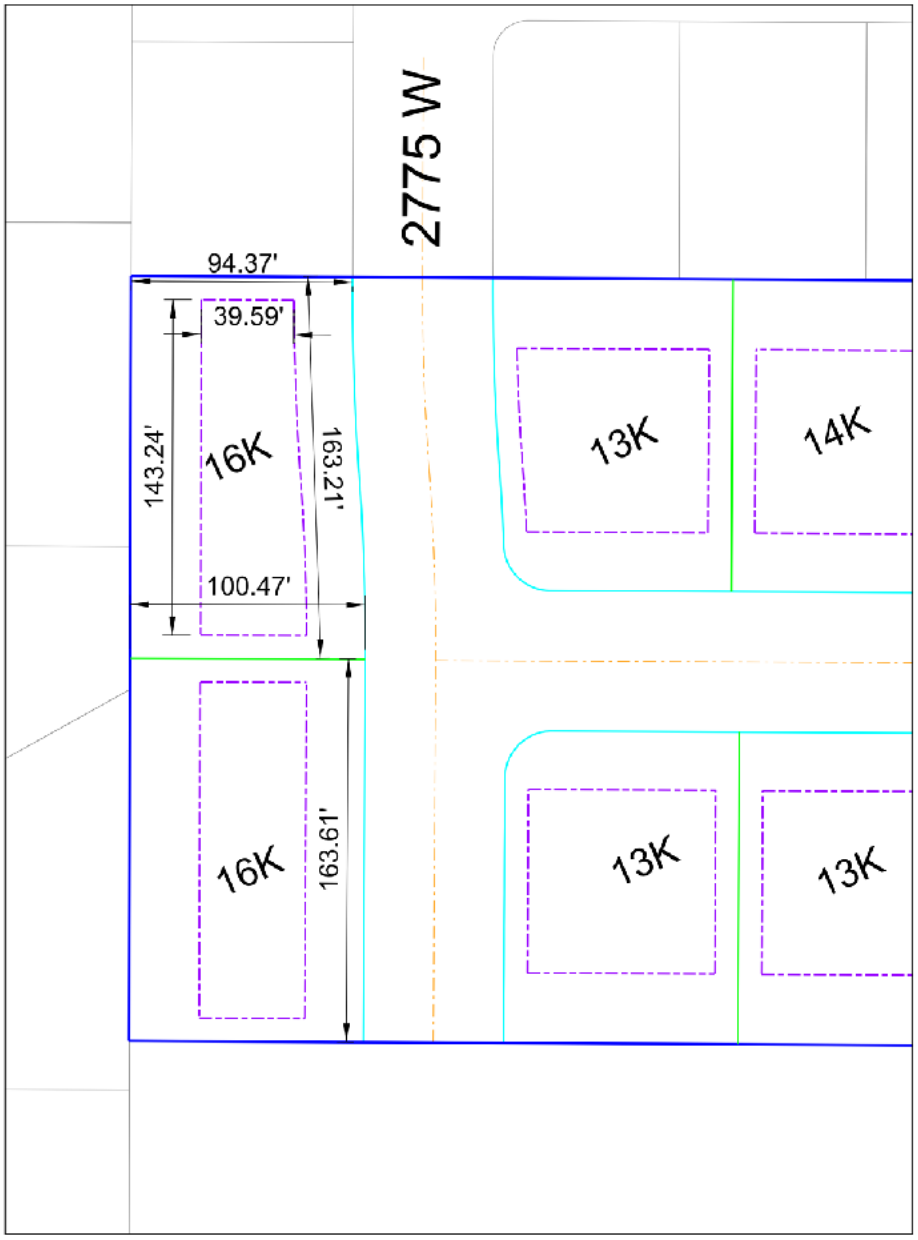
The lots north of the subject property were designed with 80 foot frontages between 2775 West and 2635 West as permitted under the R-3 zone.

It seems apparent to us that the City anticipated matching those lot frontages when the subject property to the south of them was developed because it approved a road design which would logically mirror the layout to the north.



To fit into the road layout the City has established, those lots need to be 80 ft. wide, thereby necessitating an R-3 designation. However, the actual lot sizes there will actually be considerably larger than R-3, and even larger than R-2, at 11,000 sq. ft.

Additionally, the existing road design does not allow for a reasonable buildable area on the west side of 2775 West in an R-1 designation due to the required front and rear setbacks in the R-3 zone. As is stands presently under the current zoning, the allowable buildable depth is less than 40 feet.



The recent rezone of Ovation Homes property south of the subject property on 2700 South from A-1 to R-3 supports the argument that the City recognizes the need and rationality for appropriately sized lots along the new Legacy Highway corridor.



COUNCIL AGENDA

Octobe 24, 2023

Agenda item "e.2" Proposed General Plan Map Amendment

Factual Summation

Please review the following information. Any questions regarding this agenda item may be directed to Noah Steele, Community and Economic Development Director.

Acreage:	0.29
Current General Plan:	Low-Density Residential
Proposed General Plan:	Commercial
Address:	1557 West 1700 South

Summary

The applicant is requesting an amendment to the General Plan Map to support a proposed rezone. The current General Plan Map designation for this property is Low-Density Residential which does not support the applicant's desire to rezone the property to GC (General Commercial). The proposed General Plan Map designation of Commercial would allow for the following potential zones:

1. General Commercial
2. Professional Office
3. Mixed-Use
4. Neighborhood Services

The size and shape of the property limits the uses in each zone due to buffering, setbacks, and parking requirements, but the applicant intends to utilize the GC Zone to pursue a retail-focused use. Amending the General Plan Map does not ensure that any of the zones above would be applied to the property.

Recommendation

The Planning Commission is recommending apporval of this item. The Planning Commission held a public hearing and discussed the application on September 5, 2023. They found that since the property has frontage on Antelope, it made better sense to plan for commercial uses than residential.

Syracuse Planning and Zoning

Printed: 09/18/2023

Roma GP Amendment - 1557 W. Antelope Drive

4399918

08/25/2023 - 08/24/2024

d5a4ace0-4383-11ee-8d42-53e7ba0b7301

Land Use and Zoning

General

Active

Under Review

Application Review Status

Pre-Review	Approved	08/25/2023
City Council	Not Reviewed	
Planning Commission	Not Reviewed	
Planning Department	Not Reviewed	
Final-Review	Not Reviewed	

Fees

General Plan Amendment	$450.00
General Plan Noticing	$100.00
Public Notice Signs	$20.00
Subtotal	**$570.00**
Amount Paid	**$587.10**
Total Due	**-$17.10**

Payments

08/25/2023	Online	$570.00
Total Paid		**$587.10**

Application Form Data

(Empty fields are not included)

Applicant First Name

Roma

Applicant Last Name

Obaid

Contact Email

romasobaid@yahoo.com

Phone Number
(801) 867-7222

Subject Property Address (or Approximate)
Roma GP Amendment - 1557 W. Antelope Drive

City
Syracuse

State
UT

Zip Code
84075

You are required to have a public noticing sign required per road frontage abutting subject property. How many signs will there be?
1

Parcel #
low - density residential

Parcel Acreage
0.29

Mailing Street Address
1717 E. Burning Oak Drive

City
Draper

State
UT

Zip Code
84020

Are you the property owner?
Yes

What type of application/project is this?
General Plan Map Amendment

I hereby certify that the requested General Plan, and if applicable, Rezone request would comply with all required conditions and standards of the Syracuse City Land Use Ordinance, be harmonious with neighboring uses, fit the goals of the community's General Plan, and impose no insatiable demands for public services. I read the Syracuse Subdivision and Land Use Ordinances and understand that submitting this application does not guarantee approval and is subject to the discretion of the City Land Use Authority and compliance with all requirements of Syracuse City's Municipal Code. I hereby accept responsibility for meeting all requirements outlined herein, including payment of all fees and attending City Land Use Authority meetings as notified by the Community Development Department, and understand that failure to do so may result in postponement of

action by said Authority. I also understand that approval shall not relieve me of the responsibility to comply with applicable local and State zoning, health, building, or fire regulations.

✔

Signature

Roma Obaid

Current General Plan Map Designation

Low - density residential

Proposed General Plan Map Designation

commercial

Please provide a brief description of purpose for the General Plan Amendment and reasons supporting the request.

restaurant or coffee shop drive through window

Please provide a written statement specifying the potential use of property within the area of the proposed amendment.

Restaurant or coffee shop drive through window

Please provide a written statement explaining why the existing General Plan designation for the area is no longer appropriate, desirable, or feasible.

low - density residential cannot support the plan as above.

Please Upload an 8-1/2" x 11" Map showing the area of the Proposed Amendment.

Roma 1557 W Antelope Dr 23-17925-SEW (3).jpeg

Please Upload Mapped Inventory of existing land uses within the area of the Proposed Amendment and extending half (1/2) mile beyond such area.

roma map.jpg

Please Upload Correct Property Addresses of Parcels included within the Area of the Proposed Amendment.

roma map.jpg

Please Upload Analysis of Potential Impacts of the Proposed Amendment on Existing Infrastructure and Public Services such as traffic, streets, intersections, water and sewer, storm drains, electrical power, fire protection, garbage collection, and such other matters as the City may require from time to time.

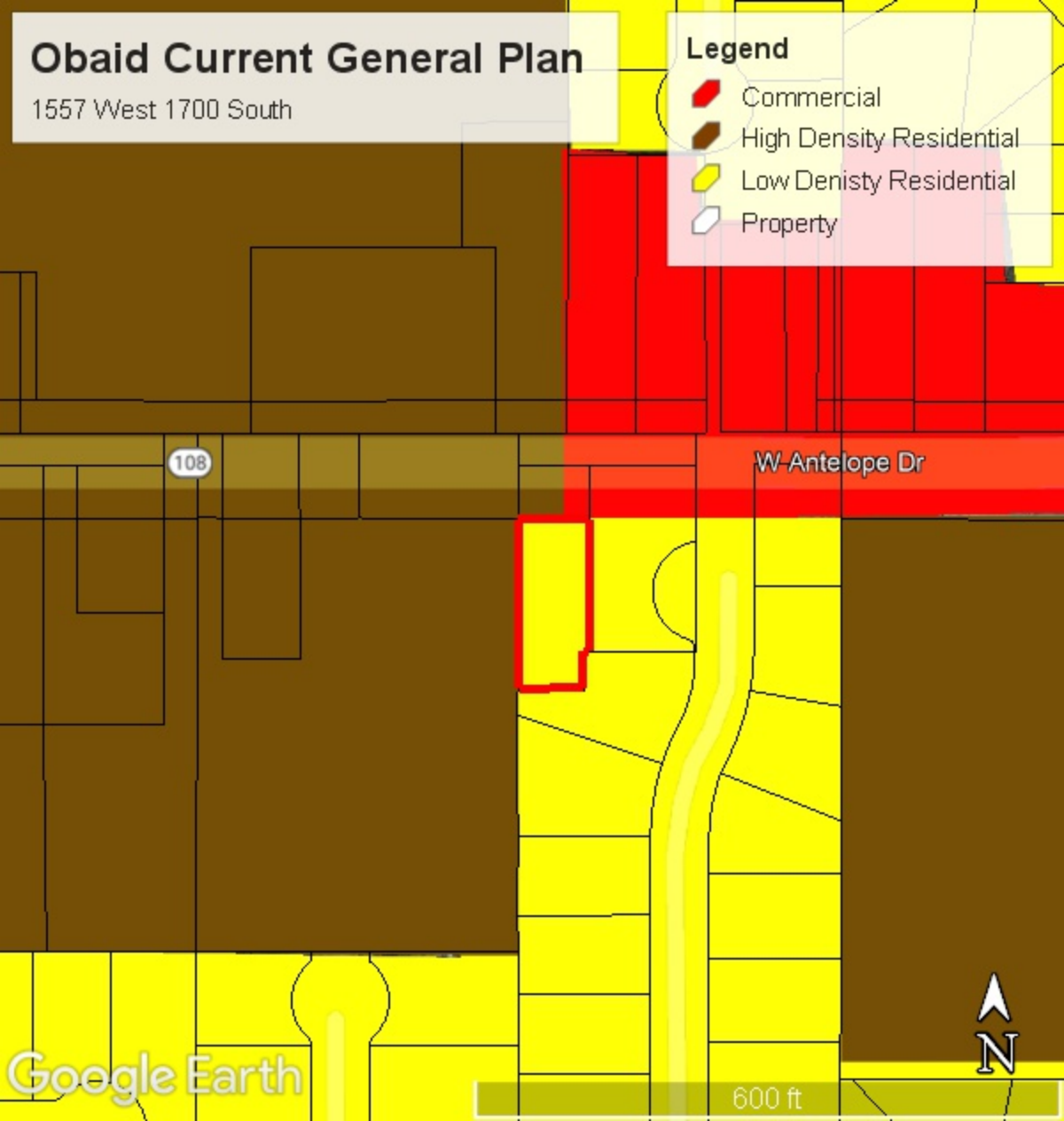
roma map.jpg

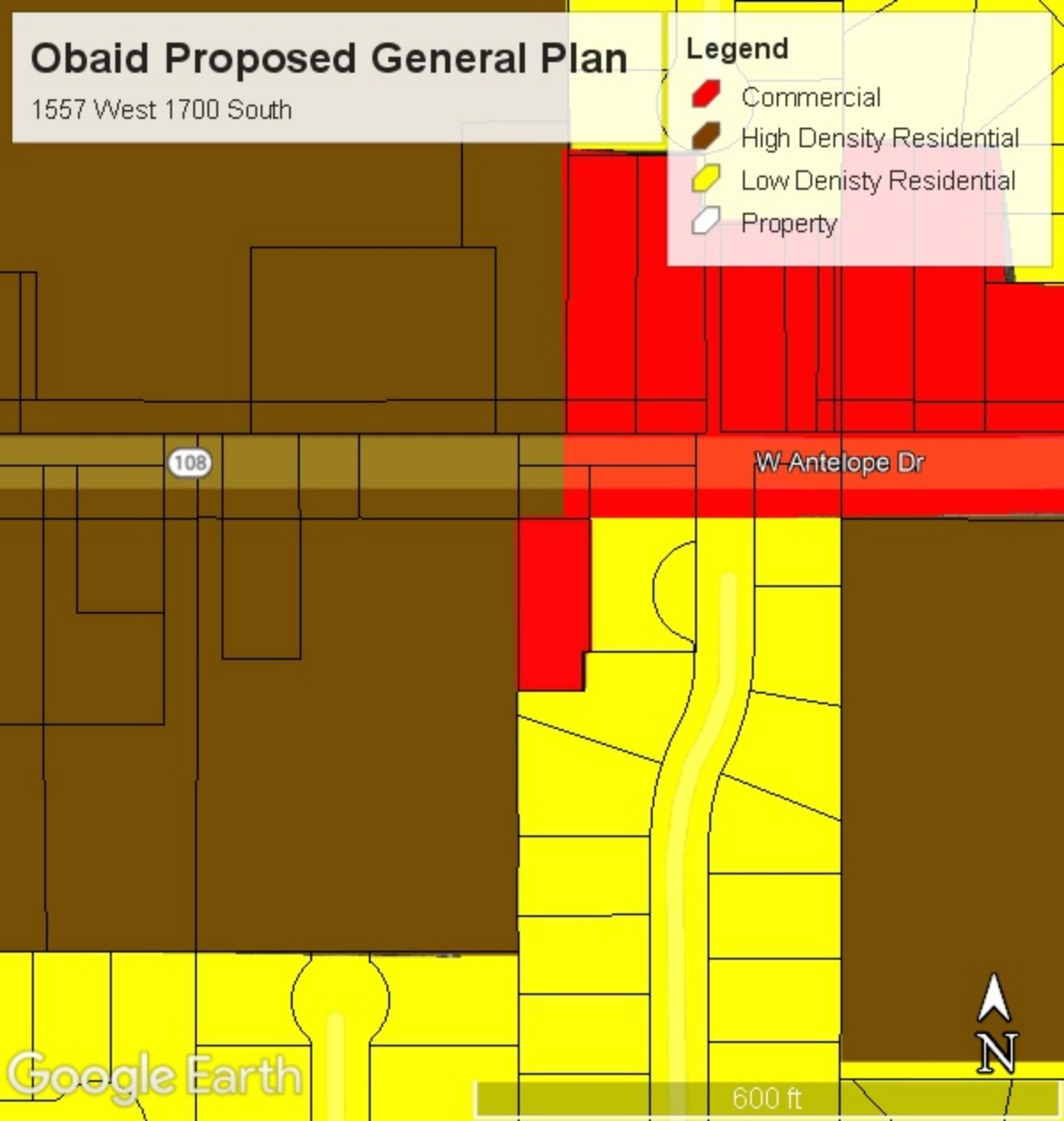
Signature

I read the Syracuse Land Use Ordinance and understand that submitting this application does not guarantee approval and is subject to the discretion of the City Land Use Authority and with all requirements of Syracuse City's Municipal Code. I hereby accept responsibility for meeting all requirements outlined herein, including payment of all fees and attending City Land Use Authority meetings as notified by the Community Development Department, and understand that failure to do so may result in postponement of action by said Authority. I also understand that approval shall not relieve me of the responsibility to comply with applicable local and State zoning, health, building, or fire regulations and that approval by City Council shall be valid for a period of twelve months.


N
© 2023 Google


W Antelope Dr
1475 W
Image © 2023 Airbus


Obaid Current General Plan
1557 West 1700 South
Legend
Commercial
High Density Residential
Low Denisty Residential
Property
108
W-Antelope Dr
N
Google Earth
600 ft


Obaid Proposed General Plan
1557 West 1700 South
Legend
Commercial
High Density Residential
Low Denisty Residential
Property
108
W-Antelope Dr
N
Google Earth
600 ft

COUNCIL AGENDA

October 24, 2023

Agenda item "e.3" Proposed Amendment to the Zoning Map R-2 to GC

Factual Summation

Please review the following information. Any questions regarding this agenda item may be directed to Noah Steele, Community and Economic Development Director.

Acreage:	0.29
Current Zone:	R-2 (Single-family residential at 3 units per acre)
Proposed Zone:	GC (General Commercial)
Address:	1557 West 1700 South

Summary

The applicant is requesting an amendment to the Zoning Map from R-2 to GC. The applicant is proposing a drive-through restaurant.

Recommendation

Planning Commission reviewed the item during their September 5th meeting and is forwarding a recommendation for denial. They expressed concerns over parking and access. They doubted that adequate parking would be able to be accommodated on site due to the narrow size of the lot. They feared that inadequate parking would result in on street parallel parking on Antelope which could be dangerous as no on street parking is currently allowed on Antelope. Also, there is not currently a driveway cut into the curb on the south side of Antelope and UDOT would need to approve all access points. If UDOT added an access driveway at that location, it is possible that UDOT would force a center median restricting left turns in front of the site but as well as extending east and west. This restriction may impact existing business access and the apartment complex to the west. Also, the applicant was unsure who the end user or business would be, which also gave concern to the commission. A public hearing was also held and no public comments were received.

Syracuse Planning and Zoning

Printed: 09/18/2023

Roma Rezone R-2 to GC - 1557 W. Antelope Drive

08/18/2023 - 08/17/2024

Land Use and Zoning

General

Application Status

New

Permit/License #

2185577

Reference Number

6975c590-3df2-11ee-98ff-ab39c7ebfa18

Status

Active

Application Form Data

(Empty fields are not included)

Applicant First Name

Roma

Applicant Last Name

Obaid

Contact Email

romasobaid@yahoo.com

Phone Number

(801) 867-7222

Subject Property Address (or Approximate)

Roma Rezone R-2 to GC - 1557 W. Antelope Drive

City

Syracuse

State

UT

Zip Code

84075

You are required to have a public noticing sign required per road frontage abutting subject property. How many signs will there be?

1

Current Zone

R-2

Proposed Zone

General commercial

Parcel #

12-085-0122

Rezone Acreage

0.29

Mailing Street Address
1717 E. Burning Oak Drive

City
Draper

State
UT

Zip Code
84020

Are you the property owner?
Yes

What type of application/project is this?
Rezone

I hereby certify that the requested Rezone would comply with all required conditions and standards of the Syracuse City Land Use Ordinance, be harmonious with neighboring uses, fit the goals of the community's General Plan, and impose no insatiable demands for public services. I read the Syracuse Land Use Ordinance relative to rezoning and understand that submitting this application does not guarantee approval and is subject to the discretion of the City Land Use Authority and compliance with all requirements of Syracuse City's Municipal Code. I hereby accept responsibility for meeting all requirements outlined herein, including payment of all fees and attending City Land Use Authority meetings as notified by the Community Development Department, and understand that failure to do so may result in postponement of action by said Authority. I also understand that approval shall not relieve me of the responsibility to comply with applicable local and State zoning, health, building, or fire regulations.

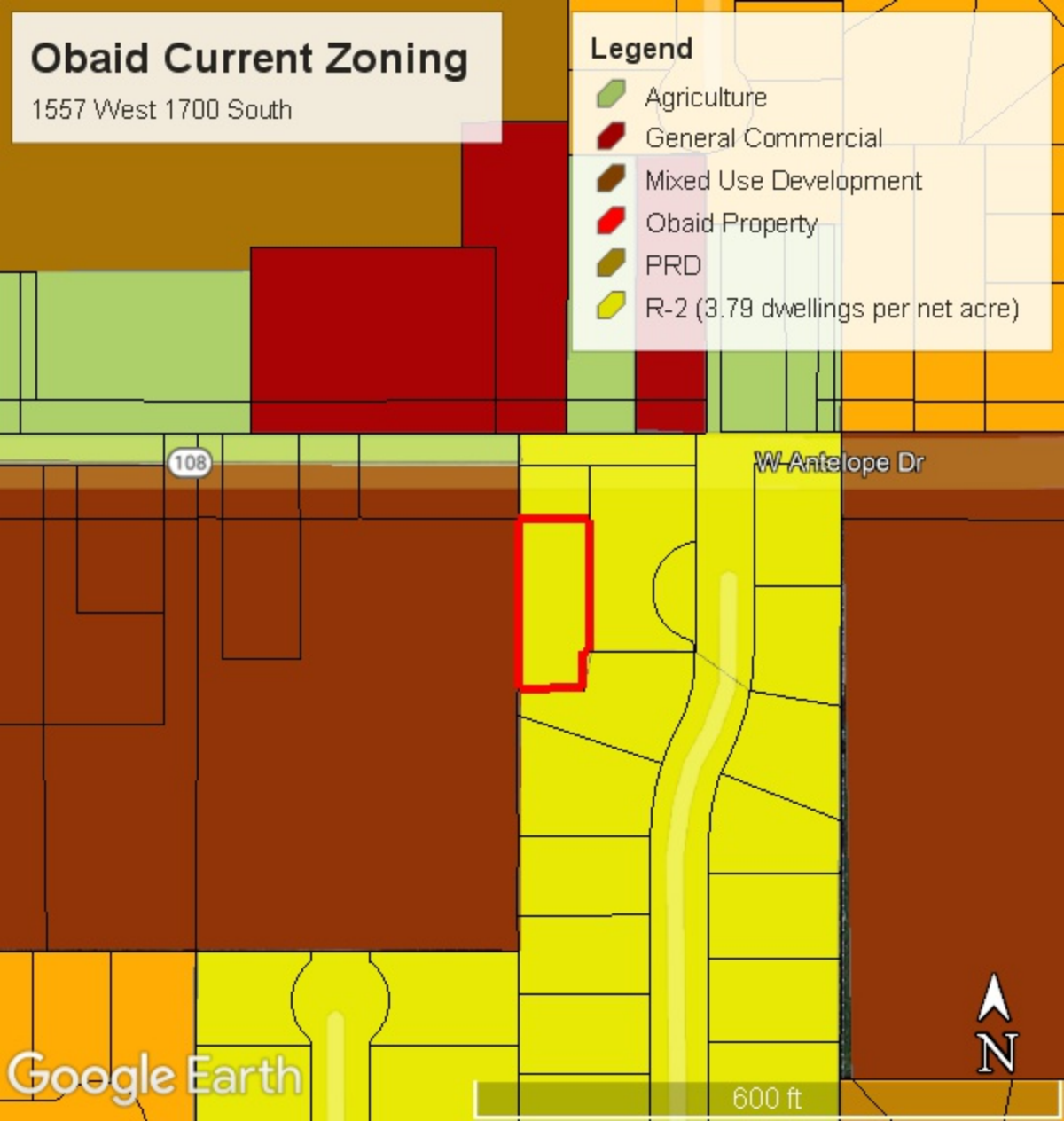
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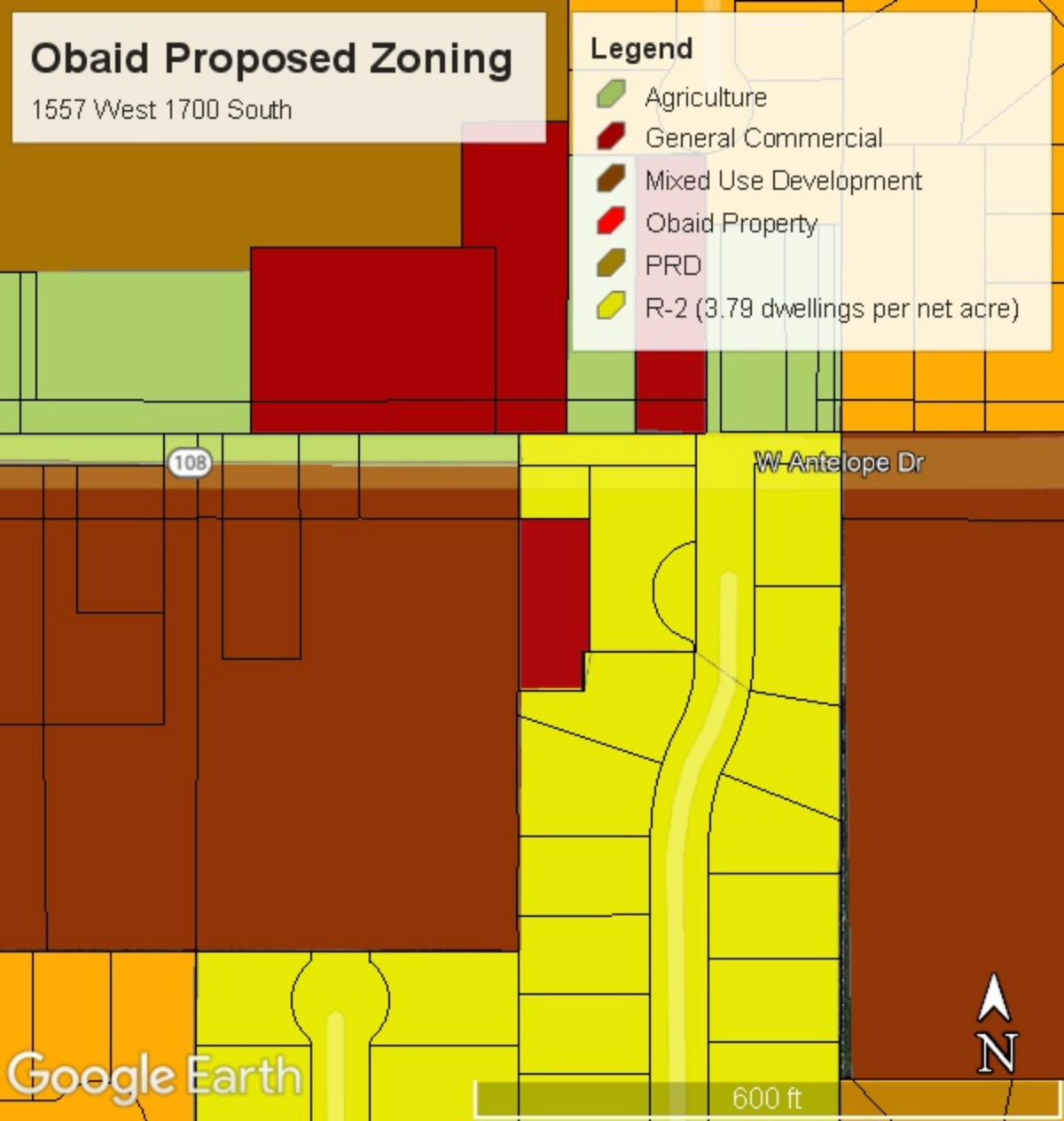
Signature
Roma Obaid

Description of Proposed Use(s) and Reason For The Rezone Request
Drive through restaurant.


N
© 2023 Google


W Antelope Dr
1475 W
Image © 2023 Airbus


Obaid Current Zoning
1557 West 1700 South
Legend
Agriculture
General Commercial
Mixed Use Development
Obaid Property
PRD
R-2 (3.79 dwellings per net acre)
108
W Antelope Dr
Google Earth
600 ft
N


Obaid Proposed Zoning
1557 West 1700 South
Legend
Agriculture
General Commercial
Mixed Use Development
Obaid Property
PRD
R-2 (3.79 dwellings per net acre)
108
W Antelope Dr
Google Earth
600 ft
N

COUNCIL AGENDA

October 24, 2023

Agenda item **"e.4"** Public Hearing: Proposed Rezone from ID to BP

Factual Summation

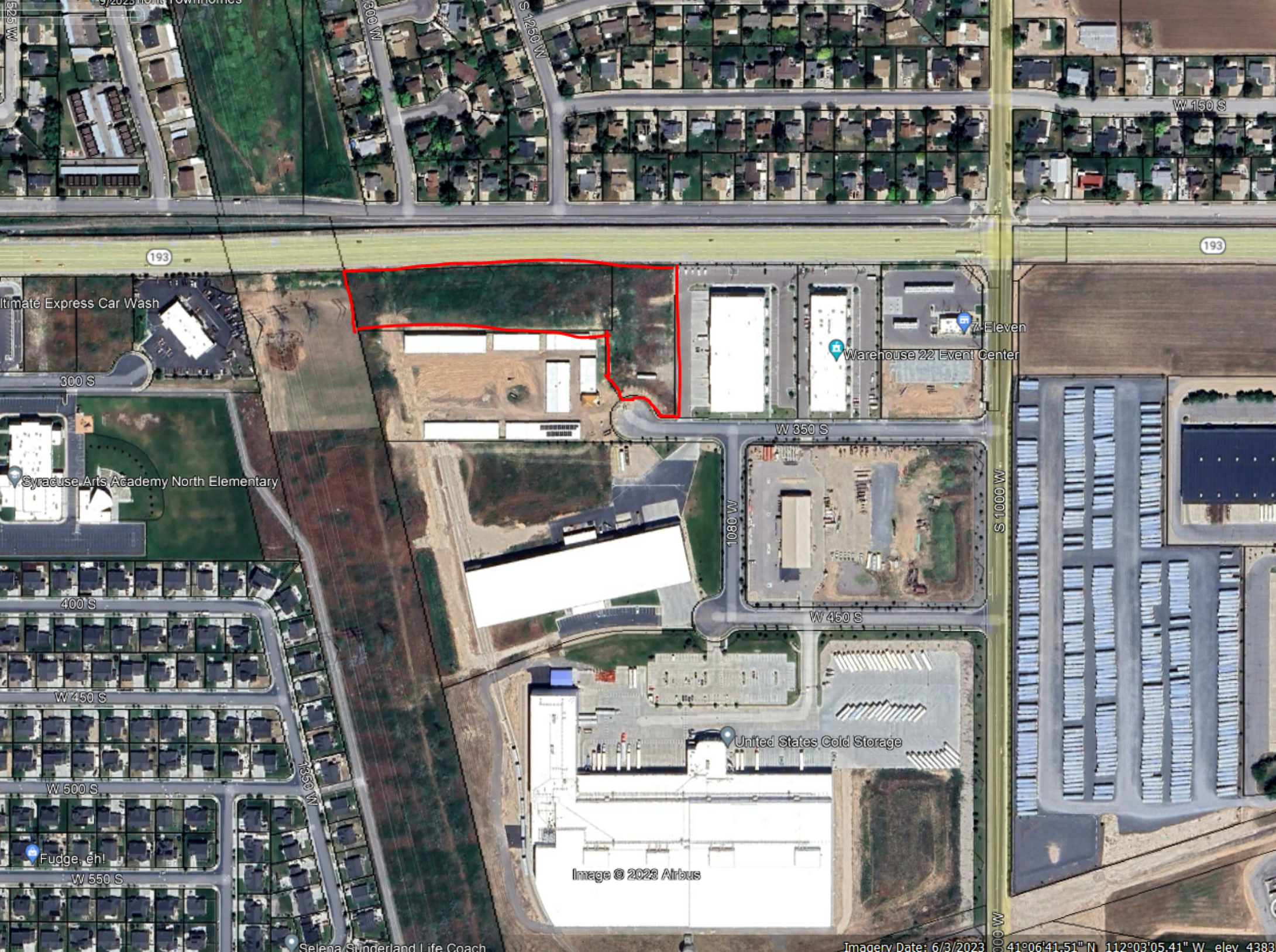
City staff has self-initiated a proposed rezone of approximately 5 acres at approximately 1188 W 250 S. The purpose of the rezone is a proactive measure to prevent additional storage units from being built north of the Bear River Storage project that is nearing completion. The land area north of the Bear River Storage project has frontage on SR 193 which increases its value and market viability for higher use. There is also an agreement in place with UDOT to allow direct access from the highway to the parcels. Storage units, while a needed service for residents, underperform from a city economic development perspective compared to other land uses. Storage units occupy large tracts of land, have a low number of jobs, and low assessed property tax revenue per acre compared to other land uses.

Flex industrial buildings along the frontage of the highway would continue the look of the existing Antelope Business park. The new buildings would also increase the available cross parking for the existing industrial buildings. The city had entered into a development agreement with the developer of the storage units in 2019. The agreement was that the city would allow the storage units only if they provided flex industrial to the north. A good faith effort was made to bring an industrial developer to the table. Both the industrial flex and the storage unit projects received site plan approval and building permits simultaneously. However, the storage unit project broke ground but the flex project was stalled because of lending issues. The development agreement had a three year expiration period and therefore was found to be expired.

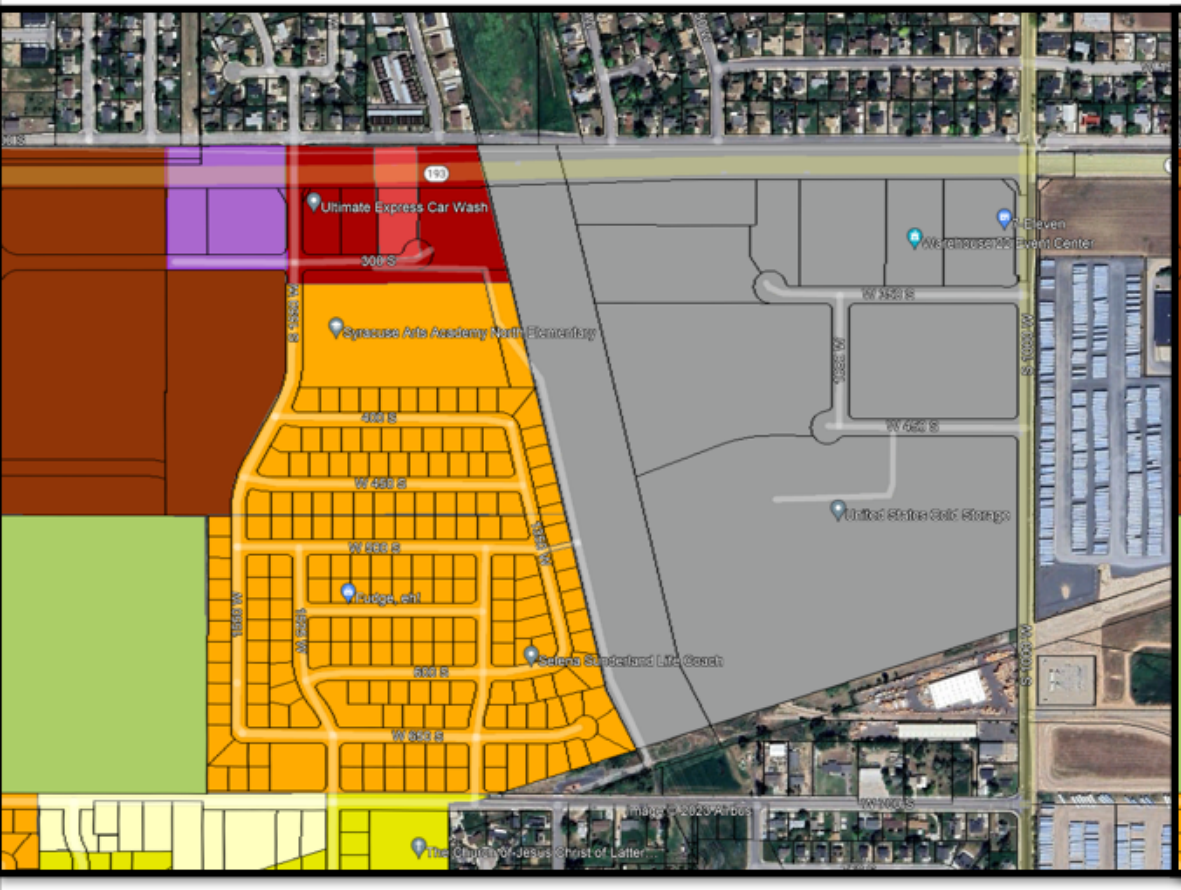
The flex developer is still reporting their intentions to build the project as approved, but is still experiencing delays in securing lending. Without a zoning amendment, there would be nothing stopping the flex developer from selling to a storage unit developer. Storage units are a permitted use in the Industrial Zone which the property is currently zoned. Financing is available and demand is strong for storage units. An amendment to the Business Park would allow the same approved buildings to be built as designed, but also take the locally unwanted land use off the table as a precautionary measure. The Business Park zone allows similar uses that are common tenants in flex office/industrial product.

Recommendation

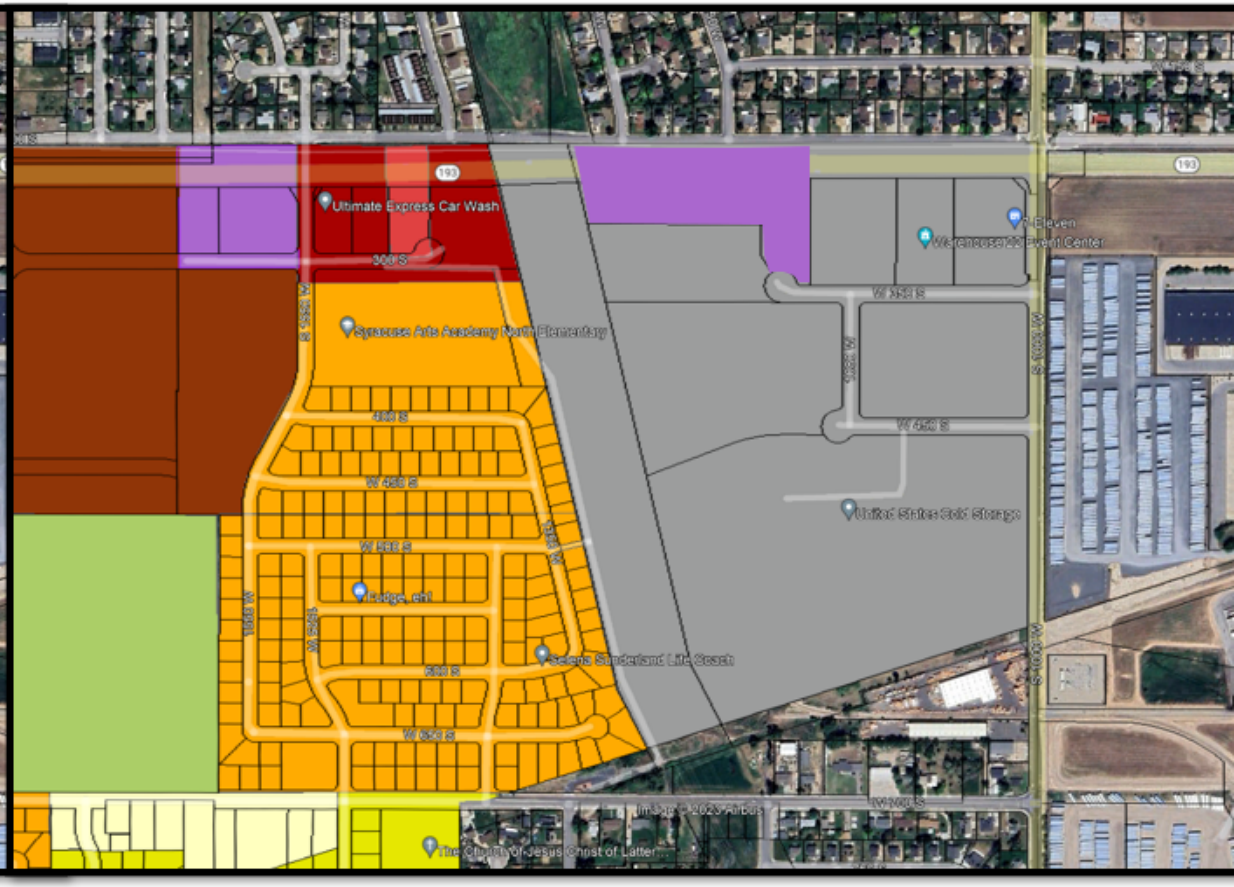
Rezones are a legislative matter under the purview of the City Council but require a recommendation from the Planning Commission. The Planning Commission reviewed this item on Sept, 5, 2023 and is recommending approval of the proposed zoning map amendment.


W 150 S
193
Ultimate Express Car Wash
7-Eleven
Warehouse 22 Event Center
300 S
W 350 S
Syracuse Arts Academy North Elementary
1080 W
S 1000 W
400 S
W 450 S
W 450 S
United States Cold Storage
W 500 S
1350 W
Fudge, eh!
W 550 S
Image © 2023 Airbus
Selena Sunderland Life Coach
Imagery Date: 6/3/2023 41°06'41.51" N 112°03'05.41" W elev 4383

Existing Zoning



Proposed Zoning



Chapter 10.110
BP – BUSINESS PARK ZONE

Sections:

10.110.010 Purpose.

10.110.020 Permitted uses.

10.110.030 Conditional uses.

10.110.040 Development theme.

10.110.050 Development plan and agreement requirements.

10.110.060 Minimum lot standards.

10.110.070 Distance between buildings.

10.110.080 Off-street parking and loading.

10.110.090 Signs.

10.110.100 Design standards.

10.110.110 Architectural Review Committee.

10.110.010 Purpose.

The purpose of this zone is to provide areas primarily for planned general office and business park developments and related services that will be compatible with, enhance value of, and provide a transition to, nearby residential areas and will promote a quiet, clean environment. Development in this zone should emphasize a high level of architectural and landscape excellence. These zone districts will generally be established along high volume arterial streets in order to buffer the impacts of these streets from less intensive land uses. The intent is to create an attractive environment that will complement, and serve as a transition to, surrounding land uses. [Ord. 12-14 § 1; Code 1971 § 10-22-010.]

10.110.020 Permitted uses.

The following are permitted uses by right provided the parcel and building meet all other provisions of this title and any other applicable ordinances of Syracuse City and receive site plan approval as

provided in SCC 10.20.090.

(A) Business services and professional offices.

(B) Churches, synagogues, and temples.

(C) Data centers, data services.

(D) Financial institutions.

(E) Hotels.

(F) Printing and publishing industries.

(G) Public or quasi-public administrative offices (excluding temporary or portable buildings).

(H) Public parks.

(I) Research services.

(J) Restaurants (sit-down only, no drive-throughs).

(K) Schools, professional and vocational.

(L) Uses considered similar and compatible by the Land Use Administrator. [Ord. 18-03 § 1 (Exh. A); Ord. 12-14 § 1; Code 1971 § 10-22-020.]

10.110.030 Conditional uses.

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

(A) Amusement and recreational activities (includes athletic or tennis club) (major).

(B) Commercial outdoor recreation, minor (family reunion center, outdoor reception facilities, picnic grounds, tennis courts, etc.) (major).

(C) Commercial testing laboratories and services.

(D) Day care centers (major).

(E) Funeral home (major).

(F) Light manufacturing as an accessory use (fabrication, assembly, treatment, or packaging operations conducted in a totally enclosed building using previously prepared materials) (major).

(G) Preschool centers (major).

(H) Public utility substations, generating plants, pumping stations, and buildings (major).

(I) Storage/warehousing, as an accessory use, as necessary to maintain a principal use. Not to exceed 35 percent of the building (major). [Ord. 12-14 § 1; Code 1971 § 10-22-030.]

10.110.040 Development theme.

Development in this zone shall conform to an approved development theme. The theme shall be prepared by the developer and recommended by the Planning Commission and approved by the City Council, and shall conform to the provisions outlined in the area's master plan or overlay.

In addition to an approved development theme, this zone also requires a development design pattern book, subject to the following standards:

(A) Development Design Pattern Book Approval. The development design pattern book shall be prepared by the developer and reviewed and approved by the Planning Commission in conjunction with a subdivision plan and/or site plan application.

(B) Development Design Pattern Book Submittal Requirements. The development design pattern book shall provide and address the following:

(1) Written descriptions and graphic illustrations explaining how the development complements the physical form of the property and how the theme, standards, and guidelines found in this chapter are to be integrated into the design of the development;

(2) Written descriptions and graphic illustrations explaining the proposed conceptual architectural design, building elevations, and other such related design schemes; and

(3) Written descriptions and graphic illustrations that clearly describe proposed open spaces, landscaping ideas, pedestrian pathways, furnishings, lighting and related entryway features and/or amenities.

(C) Effect of Development Design Pattern Book Approval. Upon acceptance of the development design pattern book by the City, further development activities, such as subdivision plan and site plan

approval, shall comply with the development design pattern book. [Ord. 12-14 § 1; Code 1971 § 10-22-040.]

10.110.050 Development plan and agreement requirements.

(A) Subdivision ordinance requirements shall generally apply to business parks. The developer shall submit a development plan of all project phases for City consideration and approval and shall integrate the proposed development plan into a development agreement between the developer and City. The development agreement shall undergo an administrative review process to ensure compliance with adopted City ordinances and standards with approval by the City Council. The subdivider shall develop the property in accordance with the development agreement and current City ordinances, including the development requirements as identified within this chapter, in effect on the approval date of the agreement, together with the requirements set forth in the agreement, except when federal, state, county, and/or City laws and regulations, promulgated to protect the public's health, safety, and welfare, require future modifications which are rationally related to a legitimate government purpose.

(B) The development plan submitted for review shall show the location and building elevations with exterior building materials, size, and general footprint of all dwelling units and other main buildings and amenities.

(C) The development plan submitted for review shall include landscaping, fencing, and other improvement plans for common or open spaces, with the landscaping designed in accordance with an approved theme to provide unity and aesthetics to the project. The plan shall include all special features, such as ponds, fountains, signs, walking paths, inviting entryways, etc., together with a landscape planting plan. Open space should be a focal point for the overall design of the development.

(D) The proposed development shall show it will not be detrimental to the health, safety, or general welfare of persons residing adjacent to the proposed development.

(E) A business park shall be of sufficient size, composition, and arrangement to enable its feasible development as a complete unit, managed by a legally established owners' association and governed by enforceable, duly recorded CC&Rs. [Ord. 12-14 § 1; Code 1971 § 10-22-050.]

10.110.060 Minimum lot standards.

All lots developed and all structures and uses placed on lots shall be in accordance with the following lot standards. When adjacent to residential zoning an additional buffer of 10 feet is required.

(A) Lot area: minimum of one acre.

(B) Lot width: as required by site plan review.

(C) Front yard: 15 feet.

(D) Side yards: 20 feet or as required by site plan review.

(E) Rear yard: 20 feet or as required by site plan review.

(F) Building Height. The height of buildings over 35 feet may be equal to the horizontal distance from the nearest zone boundary line. Buildings 35 feet high or less may be located within 20 feet of the zone boundary line. In determining height, exclude chimneys, flagpoles, church towers, and similar structures. The height of buildings shall be established in a format that is compatible with other buildings in the same business park. [Ord. 12-14 § 1; Code 1971 § 10-22-060.]

10.110.070 Distance between buildings.

In this zone, where there is more than one building constructed on a site, there shall be a minimum distance between structures of at least 20 feet. [Ord. 12-14 § 1; Code 1971 § 10-22-070.]

10.110.080 Off-street parking and loading.

Off-street parking and loading shall be provided as specified in Chapter 10.40 SCC. [Ord. 12-14 § 1; Code 1971 § 10-22-080.]

10.110.090 Signs.

Signs allowed in this zone shall be provided as specified in Chapter 10.45 SCC. [Ord. 12-14 § 1; Code 1971 § 10-22-090.]

10.110.100 Design standards.

The Land Use Authority shall approve the required common building theme. The design shall show detail in the unification of exterior architectural style, building materials, and color and size of each unit.

(A) Landscaping. In this zone, the following landscaping requirements shall include:

(1) A sprinkling system and plantings with substantial live plant material for the purpose of buffering, screening, and beautifying the site (plant maturity landscaping should represent, as a minimum standard, compatibility with surrounding developed properties and uses with permanent maintenance by the owner or occupants).

(2) A landscaped area of five feet adjacent to off-street parking within required yard areas providing it does not abut residential zoning or uses (landscaping in areas adjacent to residential uses shall be according to buffering requirements per Chapter 10.30 SCC).

(3) Landscaping installed in all parkstrips to the same standards as other on-site landscaping as well as a minimum of two trees per every 50 feet of frontage (asphalt, paving stones, or brick or concrete paving in place of landscaping between the sidewalk and curb is prohibited).

(4) Landscape covering at least 15 percent of the development site. Landscaping shall be installed prior to occupancy and maintained in good condition.

(5) Turfgrass is not to exceed 15 percent of the total landscaped area.

(6) No turfgrass in parkstrips.

(7) Drip irrigation only in landscape areas less than eight feet wide.

(B) Temporary buildings for intermittent commercial uses shall meet the provisions of the currently adopted edition of the International Building Code and must be sufficiently anchored to withstand a 100-mile-per-hour wind.

(C) Fencing. Where the site abuts a residential zone, a six-foot-high decorative texture solid masonry wall shall be located along the property line. All fencing must comply with Chapter 10.30 SCC.

(D) Outdoor storage is not allowed, except in a fully enclosed or screened manner.

(E) Trash Storage. A screened or otherwise enclosed area, or outside area designated for a trash dumpster or other trash-control device, shall be an integral part of the on-site buildings to keep the trash out of public view and prevent litter from scattering throughout the area. The building materials for dumpster enclosures shall be similar to those of the primary-use building.

(F) Lighting. The following provisions shall apply to installation, maintenance, and operation of outdoor lighting in this zone:

(1) All lights shall have shields to direct all light toward the earth’s surface and away from reflective surfaces.

(2) Light fixtures or lamps shall have shields or shades to direct incident rays away from all adjacent property.

(3) Lights on poles shall not be taller than the building whose area they illuminate nor taller than 15 feet, whichever is shorter.

(4) Any facilities requiring floodlights may not arrange the light(s) in such a way that it will shine towards roadways, onto adjacent residential property or residential use property, or into the night sky.

(5) The placement of any light fixture shall be in such a manner that no light-emitting surface is visible from any residential area when viewed at ground level.

(6) The level of lighting shall not exceed one-half foot-candle at any residential property line or one foot-candle at any nonresidential property line.

(7) Any canopy structure used at a business office location must have recessed lights with diffusers that do not extend below the surface of the canopy.

(8) Any luminaire on a pole, stand, or mounted on a building must have a shield, an adjustable reflector, and a nonprotruding diffuser.

(G) Commercial uses that require grease traps/interceptors shall locate such devices on the outside of the building and frequently and effectively service such devices to maintain them in satisfactory working order to protect the sanitary sewer system from excessive contaminants. A licensed hauler shall dispose of all materials removed from a grease trap/interceptor at an approved disposal site in a lawful manner. Commercial uses of used fryer oil shall dispose of such oil into a self-contained oil-rendering tank for disposal and transport. Outside or “refuse/dumpster” storage of oil-rendering barrels or other containers is prohibited.

(H) All utility transmission lines shall be placed underground. Transformers, meters and similar apparatus shall be at or below ground level and shall be screened from public view by a wall or fence, landscaping, earth berming, or special architectural treatment acceptable to the Planning Commission.

(I) All uses shall be free from objectionable or excessive odor, dust, smoke, noise, radiation or vibration. [Ord. 22-08 § 1 (Exh. A); Ord. 12-14 § 1; Code 1971 § 10-22-100.]

10.110.110 Architectural Review Committee.

Developments within the business park zone are required to be reviewed by the Architectural Review Committee in accordance with Chapter 10.28 SCC, Architectural Review Committee and Design Standards. [Ord. 13-11 § 1; Ord. 12-14 § 1; Code 1971 § 10-22-110.]

The Syracuse City Code is current through Ordinance 23-12, passed May 9, 2023.

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

City Website: https://syracuseut.gov/
City Telephone: (801) 614-9633

Code Publishing Company

Chapter 10.120
ID – INDUSTRIAL DEVELOPMENT ZONE

Sections:

10.120.010 Purpose.

10.120.020 Permitted uses.

10.120.030 Conditional uses.

10.120.040 Minimum lot standards.

10.120.050 Off-street parking and loading.

10.120.060 Signs.

10.120.070 Special provisions.

10.120.080 Architectural Review Committee.

10.120.010 Purpose.

The purpose of this zone is to provide for industrial, manufacturing, and certain compatible commercial uses and to protect such uses from encroachment of uses adverse to their operation and expansion. [Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-23-010.]

10.120.020 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) Agriculture.

(B) Automotive and engine repair services.

(C) Churches, synagogues, and temples.

(D) Car washes, self-service coin-operated style car washes and full-service tunnel style.

(E) Contract construction services.

(F) Caretaker quarters on the same parcel as storage facilities (see note below).

(G) Manufacturing, chemicals and allied products or plastic products.

(H) Manufacturing, compounding, processing, milling, assembling, testing, or packaging (of the following products):

(1) Apparel.

(2) Fabricated metal products (not including primary metals industries).

(3) Food products.

(4) Stone, clay, and glass.

(I) Pawn shops.

(J) Payday lending/check cashing services.

(K) Printing and publishing industries.

(L) Professional nonretail services.

(M) Public and quasi-public buildings.

(N) Public parks.

(O) Rehabilitation centers.

(P) Restaurants and fast food services.

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

(R) Storage facilities, industrial warehouse.

(S) Tattoo and body piercing shops.

(T) Uses considered similar and compatible by the Land Use Administrator.

(U) Welding or machine shop.

(V) Wholesale trade.

Note: Caretaker quarters in a storage facility shall:

1. Be limited to one dwelling unit per 350 storage units.

2. Include a minimum of one kitchen and one bathroom.

3. Be attached to or located within the main structure of the principal use, and not have a total square footage that exceeds 50 percent of the total area of the building to which it is attached or in which it is located. The entrance to the facility shall be developed in such a way as not to be a conspicuous and dominant feature of the building or site development.

4. Be limited in its occupancy to caretakers of the storage facility and their family.

5. Be secondary and incidental to the principal use.

6. The property owners shall execute and record a covenant and agreement with the City to revert the property to a commercial use without a caretaker living quarters, including the removal of the kitchen facilities of any permanent addition that does not meet the requirements of the zone in which the use is located, after the expiration of any associated permit granted or the termination of the business.

7. Only be located in the rear or second story of a building.

8. Only be permitted upon positive recommendation from the Fire Marshal.

9. Not include mobile living facilities, such as recreational vehicles, mobile homes, or campers.

[Ord. 21-30 § 1 (Exh. A); Ord. 16-14 § 1 (Exh. A); Ord. 11-02 § 1 (Exh. A); Ord. 10-02 § 1 (Exh. A); Ord. 08-11 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Ord. 03-18; amended 1991; Code 1971 § 10-23-020.]

10.120.030 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 (200 square feet or greater) (minor).

(B) Day care centers (major).

(C) Sexually oriented businesses (see Chapter 10.135 SCC) (major).

(D) Temporary commercial uses (see SCC 10.35.050) (minor). [Ord. 11-10 § 14; 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. 03-18; amended 1991; Code 1971 § 10-23-030.]

10.120.040 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: no minimum requirement.

(B) Lot width: as required by site plan review.

(C) Front yard: 30 feet.

(D) Side yards: as required by site plan review.

(E) Rear yard: as required by site plan review.

(F) Building height: 35 feet for buildings from zero to 100 feet from the zone boundary; 55 feet for buildings 100 to 200 feet from the zone boundary; 100 feet for buildings more than 200 feet from the zone boundary.

(1) For purposes of this subsection, a zone boundary is expanded to include the contiguous zones of adjacent cities or unincorporated county, if those zones contain substantially similar uses to the industrial development zone.

When an industrial lot is adjacent to or faces upon another nonindustrial zone, the yards in the industrial zone that are adjacent to or face upon the other nonindustrial zone shall be a minimum of 20 feet on all sides. Exceptions to this requirement may be granted by the Land Use Authority for industrial zones that are adjacent to other industrial zones or agricultural zones if all proposed structures on the industrial property meet minimum fire protection requirements. Plans showing these fire protection requirements are to be subject to review and approval by both the Syracuse City Building Official and Syracuse City Fire Chief. All lots shall be subject to the general landscape requirements as prescribed in Table 2, Buffer Classification Requirements, found in SCC 10.30.080. [Ord. 17-11 § 1 (Exh. A); Ord. 11-02 § 1 (Exh. A); Ord. 08-11 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-23-040.]

10.120.050 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. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-23-050.]

10.120.060 Signs.

Signs permitted in this zone shall be those allowed in industrial zones by Chapter 10.45 SCC. [Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-23-060.]

10.120.070 Special provisions.

(A) Landscaping. All lots, parcels, or sites shall have a minimum 10 percent of the total area landscaped, including all required front yards, and permanently maintained in good condition.

(1) Turfgrass is not to exceed 15 percent of the total landscaped area.

(2) No turfgrass in parkstrips.

(3) Drip irrigation only in landscape areas less than eight feet wide.

(B) Industrial Performance Standards. The following performance standards shall ensure that all industries will provide necessary modern control methods to protect the City from hazards and nuisances; set objective, quantitative standards for the maximum tolerated levels of frequently hazardous or annoying emissions; and 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 one shall use or occupy any land or building devoted to uses authorized by this chapter in any manner so as to create a dangerous, injurious, noxious, or otherwise objectionable fire, explosive, or other hazard; noise or vibration; smoke, dust, odor, or other form of air pollution; heat, cold, dampness, glare, electrical, or other disturbance; liquid or solid refuse or waste; or other substance, condition, or element in such a manner or in such an amount as to affect adversely the surrounding area or adjoining premises. The foregoing are hereinafter referred to as "dangerous or objectionable elements."

(b) In addition to meeting other application requirements for site plan approval or a conditional use permit, parties seeking approval for an industrial use shall include in the application a description of the proposed machinery, products, and processes to be located at the development. The application shall include an investigation and report from a qualified consultant outlining all possible environmental impacts the industrial use may have. The cost of such expert report shall be borne by the applicant.

(c) Within 20 days after the Commission receives the aforesaid application and report, the Commission shall determine whether the plans would employ reasonable measures 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.

(2) Dangerous and Objectionable Elements.

(a) Noise. No use shall emit or cause the emission of sound from a stationary source such that the one-hour equivalent sound level (L_{eq}) of resultant sound measurement, at the lot line of the establishment or use, exceeds, by six dB(a) or more, the one-hour equivalent sound level (L_{eq}) caused by ground transportation as estimated for that point of measurement and that time of day, pursuant to FHWA-RD-77-108 Highway Traffic Noise Prediction Model, or by other techniques at least as accurate. The sound level measuring instrumentation shall conform with ANSI S1.4-1971 Type 1 and compatible measurement procedures, according to ANSI S1.13-1971, with the following adjustments:

(i) Adjustment for Temporal and Tonal Characteristics of Sound. If the sound has a pronounced audible-tonal quality, such as a whine, screech, buzz, or hum, or an audible cyclic variation in sound level, such as beating or other amplitude modulation, the measured sound level shall increase by five dB to allow for more subjective response to the sound.

(ii) Quasi-Steady Impulsive Sound. Where the sound is of a repetitive impulse nature, providing a steady reading using the “slow response” setting on the sound level meter, the measured value shall increase by 10 dB to allow for more subjective response to the sound.

Only one of the subsections (B)(2)(A)(i) or (B)(2)(A)(ii) of this section may apply to qualify for an adjustment. In a case where both subsections apply, subsection (B)(2)(A)(ii) of this section takes precedence.

No use shall emit, cause, or permit the emission of sound of an impulsive nature from a stationary source such that it results in an impulsive sound level at a point of measurement in excess of 80 dB or, in a one-hour equivalent level (L_{eq}), exceeding that one-hour equivalent level (L_{eq}) caused by ground transportation as estimated for that point of measurement and that time of day, pursuant to FHWA-RD-77-108 or equivalent method.

(b) Vibration. No use shall create or permit a vibration (other than from transportation facilities or temporary construction work) that is discernible without instruments at the points

of measurement specified in subsection (B)(2)(a) of this section.

(c) Odors. No use shall emit odorous gases or other odorous matter 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)(a) of this section or at the point of greatest concentration. Any process that may involve the creation or emission of any odors shall provide a secondary safeguard system in order to maintain control should the primary safeguard system fail.

(d) Glare. No use shall permit direct or sky-reflected glare that penetrates beyond the property upon which the light source is located, whether from flood lights or from high-temperature processes such as combustion or welding or otherwise, in a manner constituting a nuisance or hazard.

(e) Fire and Explosion Hazards. All activities and all storage of flammable and explosive materials shall include adequate safety, fire-fighting, and fire suppression equipment and devices standard in the industry to protect against the hazard of fire and explosion. No use shall permit the burning of waste materials in open fires at any point.

(f) Air Pollution. No use shall emit particulate or gaseous pollutants into the air in violation of the Utah State Air Conservation Act, its amendments, or resulting regulations.

(g) Liquid or Solid Wastes. No use shall discharge, at any point, into a public sewer, public waste disposal system, private sewage system, or stream, or into the ground contrary to the Utah State Water Pollution Control Act, its amendments, the subsequent Wastewater Disposal Regulations, or the Utah Code of Solid Waste Disposal Regulations.

(C) Enforcement. The Land Use Administrator shall investigate any purported violation of performance standards; and, if necessary for such investigation, may request the Planning Commission to employ qualified experts. If, after public hearing and due notice, the Planning Commission finds that a violation 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 plant will be closed. Should the violation of performance standards threaten the public health, convenience, or welfare, the Planning Commission may order the offending plant to cease operation until proper steps are taken to correct the conditions which cause the violation. The violator shall pay for services of any qualified experts, employed by the Planning Commission to advise in establishing a violation, upon establishment of said violation or the City shall pay otherwise. The determination of the existence of dangerous and objectionable elements shall be made at any point; provided, however,

the measurements of the noise, vibration, odors, or glare are taken at the lot line of the establishment or use. [Ord. 22-08 § 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 § 10-23-070.]

10.120.080 Architectural Review Committee.

Developments within the ID zone are required to be reviewed by the Architectural Review Committee in accordance with Chapter 10.28 SCC, Architectural Review Committee and Design Standards. [Ord. 13-11 § 1.]

The Syracuse City Code is current through Ordinance 23-12, passed May 9, 2023.

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

City Website: https://syracuseut.gov/
City Telephone: (801) 614-9633

Code Publishing Company

COUNCIL AGENDA

October 24, 2023

Agenda item "e.5" Proposed Amendment to the General Plan Map

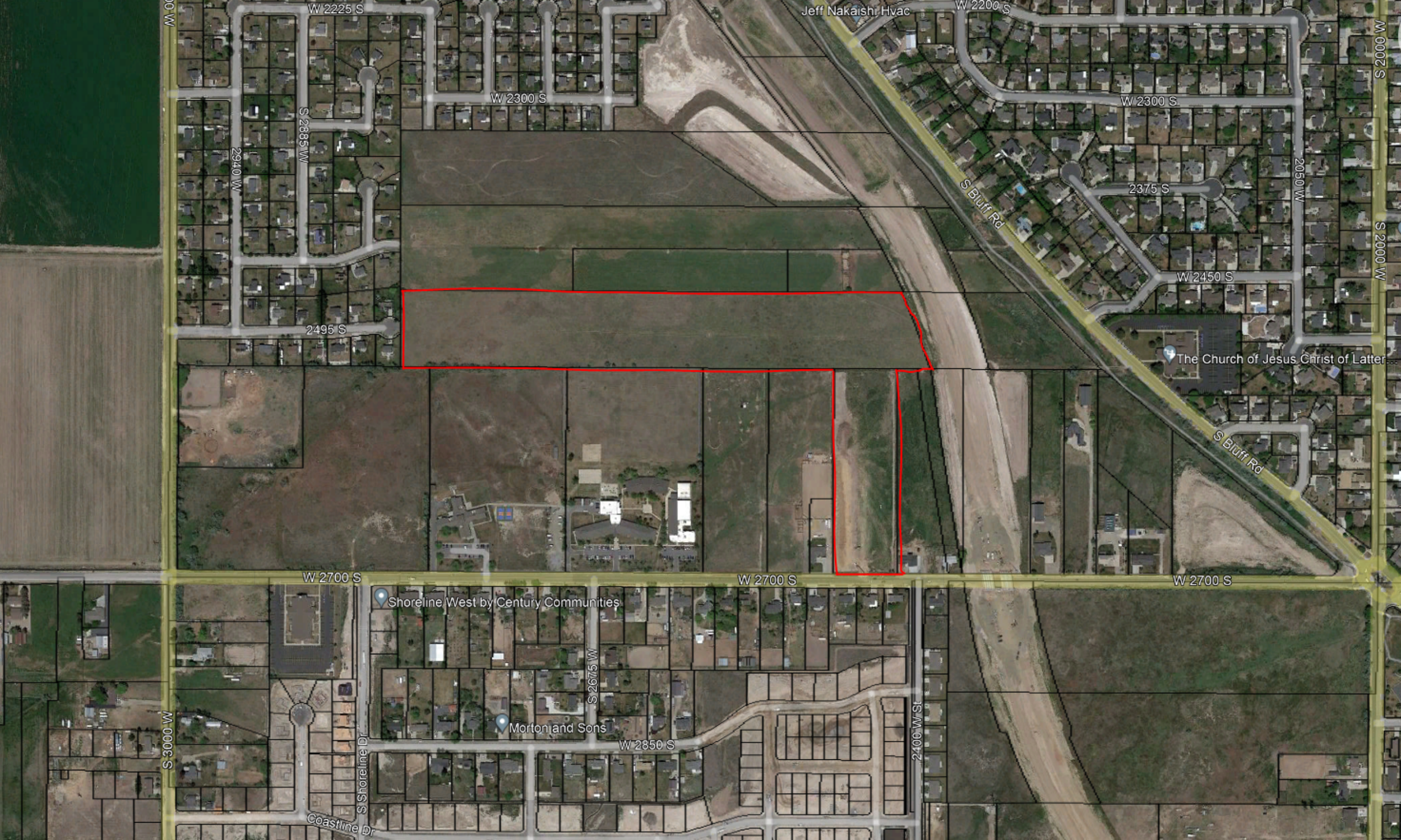
Summary
The city has received an application for a general plan map amendment located at approximately 2425 W. 2700 S. The proposed amendment encompasses a previously approved project called Sadie's Glen. The project was proposed as a 21 lot single family R-3 zoned development and had final plat approval from the city. Since the approval, the applicant aquired the property to the north from a UDOT surplus land sale. The applicant's proposal is to develop both properties together as a PRD zoned development. The new project acreage is 23.5 acres with a proposed 34 single family lots and 84 units of 'Active Adult Villas', which is a four unit attached, one-story, age restricted, for-sale housing product. Proposed density is 5.01 units per acre. Staff has completed an analysis of the plans for compliance with land use ordinances. Please see attached.

Recommendation

General Plan map amendments are decided by the City Council after recommendation by Planning Commission. The Planning Commission held a public hearing and duscussed the item on October 3. The Commission voted to recommend approval with a vote of 3-2.

Attachments

-Aerial photography map
-City General Plan Map
-Summary Map of Requested General Plan Map Amendment
-Proposed Concept Plan
-Feasibility Statement
-Planning Staff Review


W 2225 S
W 2300 S
S 2885 W
2940 W
2495 S
Jeff Nakaishi Hvac
W 2200 S
W 2300 S
S Bluff Rd
2375 S
2050 W
S 2000 W
W 2450 S
The Church of Jesus Christ of Latter...
S Bluff Rd
W 2700 S
W 2700 S
W 2700 S
Shoreline West by Century Communities
S 2675 W
Morton and Sons
W 2850 S
S 3000 W
S Shoreline Dr
2400 W St
Coastline Dr

General Plan Map

Last Amended: xx/xx/19

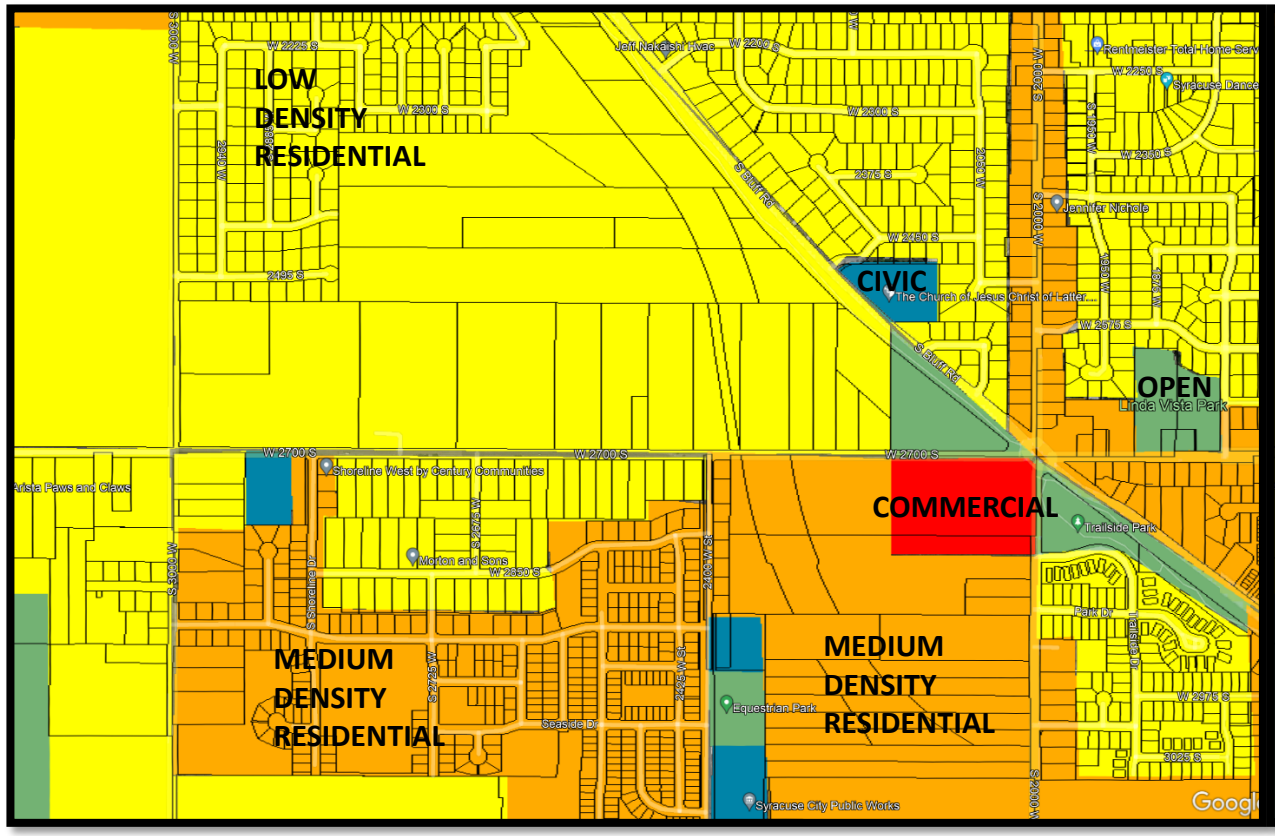
Legend

- Syracuse Municipal Boundary
- Parks, Agriculture, Wetlands (A-1)
- Civic (All Zones)
- Low Denisty Residential (A-1, R-1, R-2, R-3, Cluster, RPC)
- Medium Density Residential (Cluster, R-3, RPC, PRD, Neighborhood Services)
- High Density Residential (R-3, PRD, Neighborhood Services, Mixed Use, G.C., P.O.)
- Commercial (G.C., P.O., Mixed Use, Neighborhood Services)
- Industrial (Business Park, Industrial, Research Park, Mixed Use, G.C., P.O.,)
- Future West Davis Corridor & SR-193
- Future West Davis Corridor Interchange

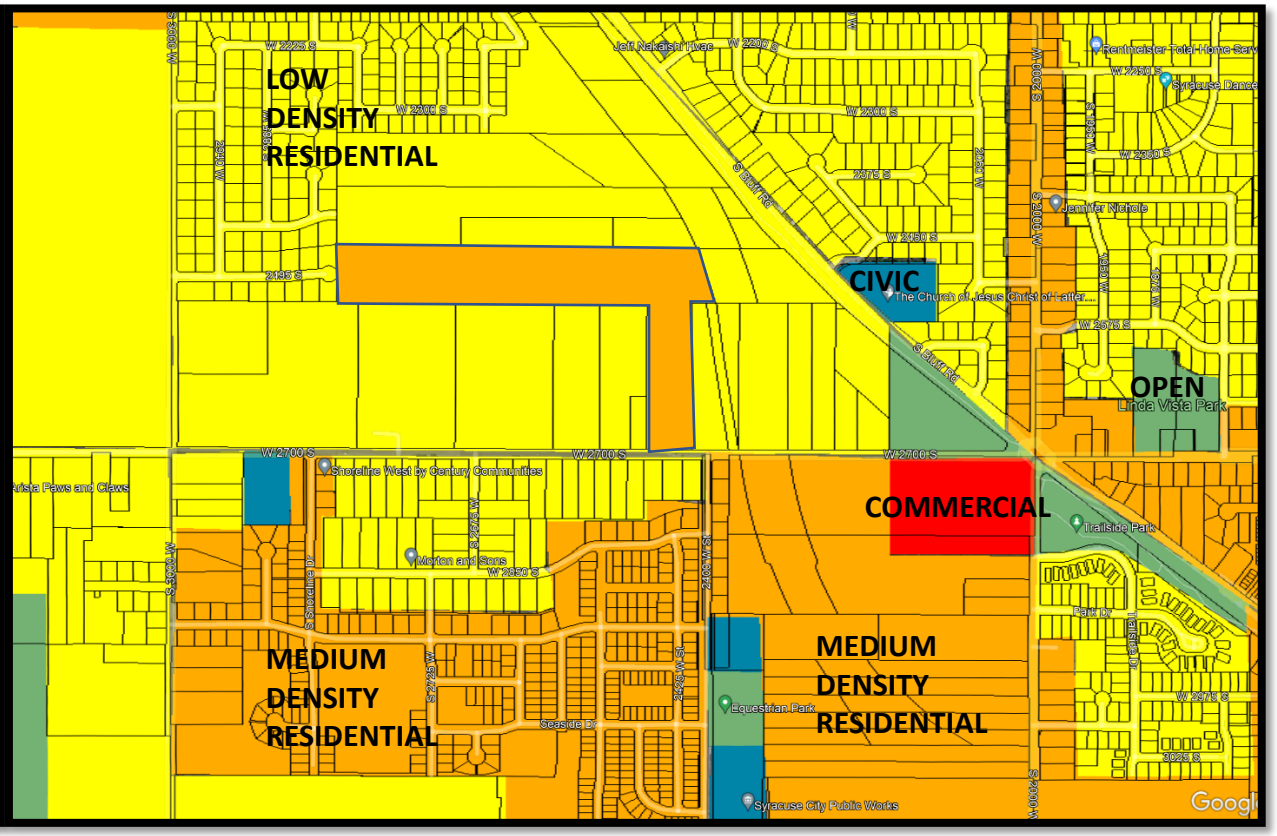
N

0 1 Miles

Existing General Plan Map



Proposed General Plan Map



811 Know what's below. Call before you dig.

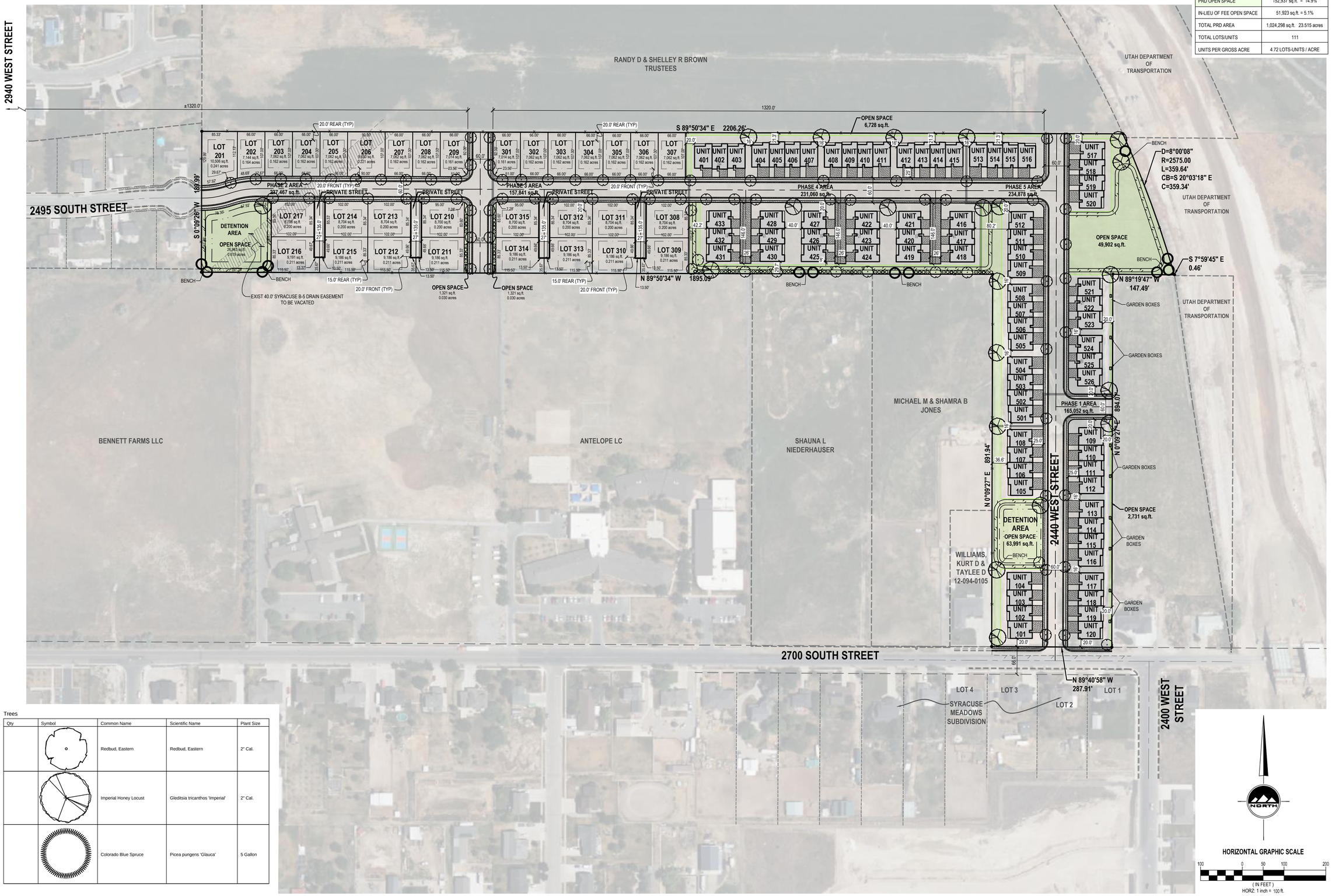
CALL BLUESTAKES @ 811 AT LEAST 48 HOURS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION.

GENERAL NOTES:

1. PROPOSED PRD ZONE.
   - A. FRONT YARD SETBACK IS 20'
   - B. REAR YARD SETBACK IS 15'
   - C. SIDE YARD SETBACK IS 8', 16' BETWEEN BUILDINGS
   - D. CORNER LOT SIDE YARD SETBACK IS 20'

PARKING TABLE	
GARAGE STALLS	222
DRIVEWAY STALLS	222
VISITOR STALLS	0
TOTAL STALLS	444

PRD LAND USE TABLE	
SINGLE FAMILY LOTS	32
SINGLE FAMILY AREA	393,308 sq.ft.
ACTIVE ADULT VILLAS	79
ACTIVE ADULT AREA	630,990 sq.ft.
PRD OPEN SPACE	152,937 sq.ft. = 14.9%
IN-LIEU OF FEE OPEN SPACE	51,923 sq.ft. = 5.1%
TOTAL PRD AREA	1,024,298 sq.ft. 23.515 acres
TOTAL LOTS/UNITS	111
UNITS PER GROSS ACRE	4.72 LOTS-UNITS / ACRE



Trees

Qty	Symbol	Common Name	Scientific Name	Plant Size
		Redbud, Eastern	Redbud, Eastern	2" Cal.
		Imperial Honey Locust	Gleditsia tricanthos 'Imperial'	2" Cal.
		Colorado Blue Spruce	Picea pungens 'Glauca'	5 Gallon

HORIZONTAL GRAPHIC SCALE

100 0 50 100 200

(IN FEET)

HORZ. 1 inch = 100 ft.

ENSIGN
THE STANDARD IN ENGINEERING

LAYTON
919 North 400 West
Layton, UT 84041
Phone: 801.547.1100

SALT LAKE CITY
Phone: 801.255.0529

TOOELE
Phone: 435.843.3590

CEDAR CITY
Phone: 435.865.1453

RICHFIELD
Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
CAPITOL REEF MANAGMENT, LLC
498 NORTH KAYS DRIVE
KAYSVILLE, UTAH 84037
CONTACT:
BRAD FROST
PHONE: 801-564-3898

SADIE'S GLENN PRD

2700 SOUTH STREET
SYRACUSE, UTAH

CONCEPTUAL SITE PLAN

PROJECT NUMBER 10633
PRINT DATE 10/3/23
DRAWN BY M.ELMER
CHECKED BY C.PRESTON
PROJECT MANAGER C.PRESTON

CRM
CAPITAL REEF
MANAGEMENT LLC

September 19, 2023

Syracuse City Planning Department
1979 W 1900 S
Syracuse, UT 84075

Re: Sadie's Glenn Concept Plan Application Details

Syracuse City Planning Department and Associated Parties:

The purpose of this letter is to provide details required by Syracuse City as part of the Subdivision Concept Plan Application.

Below, please find information related to specific Concept Plan submittal requirements as indicated:

1. Irrigation water rights conveyed to City per Ordinance.
    a. Capital Reef Management posses the necessary water rights/shares required by City ordinance.
2. Method of meeting park land purchase impact fee requirements as identified in current City ordinances
    a. The percentage of Open space included in the proposed subdivision is 14.05%. Capital Reef Management intends to use the payment in lieu option to make-up the difference and meet the 15% requirement. We will work with Syracuse City Planning to appropriately utilize the payment in lieu funds to meet the City's needs.
3. Identification of potential wetland areas within Subdivision and proposed method of management (wetland delineation study and report from US Army Corp of Engineers may be necessary if within the Sensitive Lands Overlay Zone See Title X
    a. Capital Reef Management has completed a Wetlands Study which revealed that there are no wetlands on the subject property. The report is included in this submittal. We are in the process of obtaining the necessary delineation report.

We appreciate the opportunity to work with the City to develop a high-quality development. We look forward to moving forward and meetings with the Planning Commission and City Council.

Sincerely,

Brad Frost

Brad Frost

*** Staff comments in red**

Chapter 10.75
PRD – PLANNED RESIDENTIAL DEVELOPMENT

The purpose of this zone is to allow diversification in the relationship of residential uses to its sites and permit directed flexibility of site design. Further, its intent is to encourage a more efficient use of the land and the reservation of a greater proportion of common space for recreational and visual use than other residential zones may provide and to encourage a variety of dwelling units that allow imaginative concepts of neighborhood and housing options and provide variety in the physical development pattern of the City. This will allow the developer to more closely tailor a development project to a specific user group, such as retired persons.

Proposed 79 units as 'Active Adult villas' for retired persons

The intent of this zone is to encourage good neighborhood design while ensuring compliance with the intent of the subdivision and zoning ordinances. The development shall contain common or open space and amenities for the enjoyment of the planned community that are developed and maintained through an active homeowners' association or similar organization with appointed management. [Ord. 19-04 § 1 (Exh. A); Ord. 16-26 § 1 (Exh. A); Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-010.]

HOA proposed, open spaces provided.

10.75.020 Permitted uses.

The following are permitted uses 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 (maximum 200 square feet; only allowed with nonattached dwelling units).

(B) Churches, synagogues, and temples.

(C) Dwelling units, single-family. 32 single family proposed.

(D) Dwelling units, townhome duplex, triplex, fourplex, fiveplex, or sixplex. No apartments. – 79 thriplex/fourplex units proposed

(E) Educational services.

(F) Household pets.

(G) Private parks.

(H) Public and quasi-public buildings.

(I) Residential facilities for persons with disabilities and assisted living centers.

(J) Minor home occupations. [Ord. 22-32 § 1 (Exh. A); Ord. 19-04 § 1 (Exh. A); Ord. 16-26 § 1 (Exh. A); Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-020.]

10.75.030 Conditional uses.

The following may be permitted conditional uses, after approval as specified in SCC 10.20.080:

(A) *Repealed by 22-32*.

(B) Major A home occupations (minor). Limited to attached dwellings.

(C) Major B home occupations (major). Limited to detached dwellings only.

(D) Temporary commercial uses (see SCC 10.35.050) (minor).

(E) Temporary use of buildings (see SCC 10.30.100(A)(12)) (minor). [Ord. 22-32 § 1 (Exh. A); Ord. 19-04 § 1 (Exh. A); Ord. 16-26 § 1 (Exh. A); Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-030.]

10.75.040 Minimum project standards.

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

(A) Density. Density shall be allowed according to the following conditions. If a property meets the following requirements, it is not intended to be construed that the City Council must automatically approve the application. The legislative powers are nevertheless available to disapprove a zoning or general plan map amendment application as deemed necessary by the Council.

(1) Six units per acre are allowed when:

(a) The proposed project has frontage upon a collector road.* - 2700 S is a minor collector on the Master Transportation Plan Proposed 2040 Street Network Map.

(2) Nine units per acre are allowed only when one of the following is met:

(a) Have frontage and access upon an arterial road.*

(b) Share a property line with an existing general commercial, professional office, or industrial development.

(3) Twelve units per acre are allowed only when three of the following are met:

(a) Have frontage and access upon a major arterial* that is owned and maintained by the State Department of Transportation.

(b) Be within the town center overlay zone.

(c) Have frontage upon the intersection of either two arterials or a collector and an arterial road.*

(d) Is located within one-quarter mile walking distance to bus, train, or other public transit stop/station and has frontage and access upon an arterial roadway.*

*(4) Road classifications are identified in the adopted transportation master plan's existing street network.

(B) Common Space. A minimum of 20 percent of the gross acreage of the project shall be developed as common space, or with an in-lieu payment and common space as detailed in subsection (B)(2) of this section. 14.9 % common space provided. 20% required.

(1) Common space areas shall:

(a) Be landscaped by the developer with turfgrass, trees, shrubs, ground cover, amenities, and WaterSense labeled smart irrigation controller which automatically adjusts the frequency and/or duration of irrigation events in response to changing weather conditions. All controllers shall be equipped with automatic rain delay or rain shut-off capabilities.

(b) Be equally accessible and distributed for all residents of the HOA community. Access by the general public may be included as agreed upon in a development agreement.

(c) Be generally contiguous, not a collection of remnants.

(d) Create an open atmosphere where development does not feel overly intense.

(e) Not include required front, side, and rear yard areas towards common space acreage.

(f) Be administered by an active homeowners' association.

(g) Be permanently restricted from future development and shown on the subdivision plat as perpetually common.

(h) Include multiple amenities from the following list: club house, tennis court, pickleball court, basketball court, playground, community garden, picnic shelter, swimming pool, park benches, walking trails, outdoor exercise equipment, dog park, or splash pad. City Council shall approve all proposed amenities and may approve an amenity not included in this list.

Benches, walking trails, and garden boxes are proposed.

(i) Include approved amenities in each segment of common area; landscaping alone does not qualify a segment as common space.

(j) Common spaces shall be installed proportional to the progress of the development. Common space amenities not completed before the recording of the phase that it resides in shall be guaranteed with an escrow agreement amount equivalent to the cost to install said amenity.

(k) Turfgrass is not to exceed 20 percent of the total landscaped area, outside of active recreation areas.

(l) No turfgrass in parkstrips or areas with widths less than eight feet.

(m) Drip irrigation only in landscape areas less than eight feet wide.

(2) In-Lieu Fee for Required Common Space. An in-lieu fee may be accepted for the development of a nearby City park under the following conditions:

(a) The developer initiates a request to pay a fee in lieu of required common space by petitioning the City at the same time that the concept plan is under review. Developer is requesting in lieu fee since only 14.9% open space is provided and 20% is required.

(b) The proposed project shall be located within one-half mile (measured in a straight line) of an existing or future Syracuse City park as identified in the adopted parks

master plan. Measurement shall be made from the nearest property line of the park to the nearest property line of the development project.

.47 miles to Fremont Park,

.41 miles to Trailside Park,

.26 miles to Equestrian Park,

.75 to Future Regional Park,

1.04 mi. to Jensen Nature Park.

(c) The in-lieu fee shall not be approved if any portion of the proposed development is further than one mile from the nearest receiving park property boundary.

(d) The park property to receive the fee money shall be identified and approved in conjunction with the concept plan.

(e) Qualification of an off-site location to receive in-lieu-of-common-space fees shall be approved by City Council based upon the development needs and priorities stated in the adopted parks master plan, and such qualification shall be decided at the time that the Council reviews the concept plan.

(f) The spending of in-lieu fees shall be limited to the determined off-site receiving location and for no other civic or private use.

(g) If the City Council does not accept the request for in-lieu fees based off the qualifiers stated herein, the development shall build the on-site common space as required by the RPC zone.

(h) If a fee is accepted in lieu of common space, the project will nevertheless be required to build at a minimum: one on-site common amenity such as a tot lot, sport courts, and/or pool occupying at least five percent of the total project land area. All on-site landscaping and common space amenities shall be maintained by an HOA.

(i) The fee money will be due to the City prior to recording of the final subdivision plat proportionate to each phase as applicable.

(j) Development may be allowed on the land that has been accounted for through the collection of in-lieu fees at a density not to exceed the maximum units per acre prescribed by the zone.

(k) In-lieu fees shall be calculated on an individual basis. In-lieu fee amount shall be roughly equivalent to the value of forgone on-site common space area(s) and improvements. Fees shall be determined using mutually accepted methods for cost estimating the dollar amount needed to build the equivalent park improvements and acquire the land needed for said park space. Credit for on-site common space developed beyond the minimum five percent identified in subsection (B)(2)(h) of this section, and actually built within the development, may be subtracted from the estimated fee due.

(l) The agreed upon fee amount, percentage of provided on-site and off-site in-lieu fee, and park development cost per square foot shall be included in a development agreement.

(3) The aesthetic and landscaping proposals shall provide for trees and shrubs that break up the look of having the same building style duplicated throughout the development and shall be in accordance with the Architectural Review Guide.

(C) The development design shall include direct automobile access to an arterial, or collector roadway, by way of a full width and dedicated right-of-way designed for the movement of automobile traffic or private access road meeting International Fire Code (IFC) standards.

2700 s is a minor collector road

(D) Lot Width. Determined by development plan.

(E) Front Yard. Twenty feet.

(F) Side Yards. A minimum of 10 feet between primary structures and five feet from the property line. If the height of the structure exceeds two stories, then the minimum side yard shall then be 16 feet between primary structures and eight feet from the property line.

Side yard requirement was amended by City Council on 9/12/23. Application received on 9/19/23. Now required 8 feet side yard and 16 feet between structures.

(G) Rear Yard. A minimum of 15 feet.

(H) Building Height. As allowed by current adopted building code, with a maximum height of 35 feet to the top of the roof structure. Units located adjacent to single-family detached homes, or units that are within the density category of six units per acre as specified within subsection (A) of this section, shall be limited to a maximum of two stories and/or 30 feet, whichever is shorter.

(I) Architecture.

(1) Horizontal rooflines visible from a public street shall feature breaks or variation at a minimum of every 30 feet. Variation can be accomplished by:

(a) Vertical offset in ridge line;

(b) Gables;

(c) False parapets;

(d) Exaggerated cornices;

(e) Dormers;

(f) Vegetated terraces; or

(g) Other architectural features such as trellises, cornices, portals or porches.

(2) Duplicating building facades on the same side of the street shall not be allowed more frequently than every third building or in a repeating pattern.

(3) Garages shall not be the major architectural feature of the building.

(4) Garages are encouraged to be recessed from the front facade, or be side or rear fed.

(5) All units shall feature a front porch or balcony with sufficient space for two seats and a walkway.

(6) Buildings shall be positioned on the site so that all front doors face the public road or private drive.

The 'sideways' units will need to have a side entrance that faces the street.

(7) When a unit has frontage onto both a public road and private drive, the front door shall face the public road.

Lots on the south side of the road around 218 to 309 are two deep, and fed by a private road. This arrangement creates a flag lot scenario where the back lots are somewhat hidden behind the frontage lots. This is not ideal for wayfinding, mail delivery, and emergency response. This is generally not allowed in standard single-family zones. "10.30.050 Lot and yard regulations. (A) Lot Standards. Except as this title may otherwise permit, every lot within the City shall have such area and width as required by the zone in which the lot is located and shall have frontage upon a dedicated or public street before the Land Use Administrator may issue a building permit." Both the PRD and RPC zone allow 'an alternative street design', however in the RPC, they are 'six packs', not four packs

and all of the garages are fed from the private drive. The street frontage units face the front doors to the street, so the street frontage units have side fed garages.

(8) Architectural variation between each household unit is required. [Ord. 22-08 § 1 (Exh. A); Ord. 20-05 Exh. A; Ord. 19-04 § 1 (Exh. A); Ord. 16-26 § 1 (Exh. A); Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1998; Code 1971 § 10-15-040.]

10.75.050 Development plan and agreement requirements.

(A) Subdivision ordinance requirements shall generally apply to planned residential communities. The developer shall submit a residential development plan of all project phases for City consideration and approval and shall integrate the proposed development plan into a development agreement between the developer and City. The development agreement shall undergo an administrative review process to ensure compliance with adopted City ordinances and standards with approval by the City Council. The subdivider shall develop the property in accordance with the development agreement and current City ordinances in effect on the approval date of the agreement, together with the requirements set forth in the agreement, except when federal, state, county, and/or City laws and regulations, promulgated to protect the public's health, safety, and welfare, require future modifications under circumstances constituting a rational public interest.

(B) A planned residential development must have a minimum of three acres.

Project is 23.5 acres.

(C) *Repealed by Ord. 19-04.*

(D) The development agreement shall show the location and building elevations with exterior building materials, size, and general footprint of all dwelling units and other main buildings and amenities.

(E) The development agreement shall include landscaping, fencing, and other improvement plans for common or open spaces, with the landscaping designed in accordance with an approved theme to provide unity and aesthetics to the project. The plan shall include all special features, such as ponds, fountains, signs, walking paths, inviting entryways, etc., together with a landscape planting plan. Common space should be the emphasis for the overall design of the development, with various community facilities grouped in places well related to the common space and easily accessible to pedestrians.

(F) A planned residential community shall be of sufficient size, composition, and arrangement to enable its feasible development as a complete unit, managed by a legally established homeowners' association and governed by enforceable, duly recorded CC&Rs.

(G) The development agreement shall include a building theme showing detail in the unification of exterior architectural style, building materials, and color and size of each unit; however, the intent is not to have the design so dominant that all units are identical.
Residential dwellings shall comply with SCC 10.30.020. [Ord. 20-05 § 1 (Exh. A); Ord. 19-04 § 1 (Exh. A); Ord. 16-26 § 1 (Exh. A); Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-050.]

10.75.060 Street design.

The land use authority may approve an alternative street design. The developer may dedicate street rights-of-way to the City so long as they are built per the City's standard street section as found in the public works department adopted development standards. Private access roads not meeting the city's street standards shall at a minimum meet the fire code as directed by the Fire Marshal and be maintained by and dedicated to an HOA. [Ord. 19-04 § 1 (Exh. A); Ord. 16-26 § 1 (Exh. A); Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-15-070. Formerly 10.75.070.]

10.75.070 Off-street parking and loading.

An enclosed garage shall be provided for car parking with each unit and a minimum of 50 percent of the units shall have a two-car garage. If the unit features a side or rear-fed garage, on-street parallel parking stalls may be counted towards the required visitor parking. On-street stalls shall be well marked with paint. Otherwise, off-street parking and loading shall be as specified in Chapter 10.40 SCC. [Ord. 19-04 § 1 (Exh. A); Ord. 16-26 § 1 (Exh. A); Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-080. Formerly 10.75.080.]

10.75.080 Signs.

The signs permitted in this zone shall be those allowed in residential zones by Chapter 10.45 SCC. [Ord. 19-04 § 1 (Exh. A); Ord. 16-26 § 1 (Exh. A); Ord. 15-07A § 1 (Exh. A); Ord. 12-01 § 1; Ord. 11-04 § 6; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-15-090. Formerly 10.75.090.]

10.75.090 Land use approval process.

(A) Due to the unique nature of planned residential developments, an alternate approval process is hereby adopted. This process is adopted to ensure that the land use authority has a clear understanding of the nature of the proposed development prior to giving zone approval, and then expediting development after approval is given. It also calls for more detailed plans as the project develops, so that a property owner will have opportunities to receive input from the City Council on the project prior to investing in detailed plans.

(B) Requests for general plan map amendment, pursuant to SCC 10.20.060, shall be accompanied by the documents required for a subdivision concept plan, as provided in Chapter 8.20 SCC, for the entire development. These items shall be considered concurrently, with input provided by the Planning Commission and City Council to the property owner during the approval process. The City Council is the land use authority for this joint application, with the Planning Commission acting in a recommending capacity.

(C) Requests for an amendment to the zoning map, pursuant to SCC 10.20.070, shall be accompanied by the documents required for a preliminary subdivision review, as provided in Chapter 8.25 SCC, for the entire development. The application shall also be accompanied, to the extent Chapter 8.25 SCC does not require it, by:

(1) Master plan, including lot sizes and densities for each lot;

(2) Circulation plan;

(3) Architectural theme plan; and

(4) Landscaping theme plan.

(D) The preliminary subdivision plat shall be considered concurrently with the zoning map amendment. The City Council is the land use authority for this joint application, with the Planning Commission acting in a recommending capacity. Once approved, the preliminary subdivision plat shall be considered a binding zoning document. The applicant must also execute a development agreement in connection to the zoning map amendment.

(E) Final subdivision approval for each phase of development for a master planned community shall proceed as provided in Chapter 8.30 SCC.

(F) The entirety of the proposed project must be presented and approved in one approval process. After the City Council grants preliminary approval of a development, no additional phases may be added.

(G) PRD zone entitlement is contingent upon the developer following the concurrently approved preliminary subdivision plat and the required development agreement. The development agreement shall run with the land and remain in force for the original developer. All subsequent owners of at least five percent of the land originally proposed to be developed shall be bound to the terms of the original agreement and plat until the conclusion of development. Failure of the developer to comply with the terms of the development agreement or preliminary subdivision plat may result in the Council reverting zoning back to the designation that existed prior to the zoning map amendment. [Ord. 19-04 § 1 (Exh. A).]

10.30.080 Buffer yards.

Table 2

New Land Use Category		Existing Land Use Category	Required Buffer Type
Single-Family Residential	Next to…	Agriculture	H
Single-Family Residential	Next to…	Commercial	A
Single-Family Residential	Next to…	Light Commercial	A
Single-Family Residential	Next to…	Industrial	E
Single-Family Residential	Next to…	Single-Family Residential	None
Single-Family Residential	Next to…	Attached Residential	A
Single-Family Residential – Front	Next to…	Arterial/Collector Road	F
Single-Family Residential – Rear	Next to…	Arterial/Collector Road	G
Attached Residential	Next to…	Agriculture	D
Attached Residential	Next to…	Commercial	B
Attached Residential	Next to…	Light Commercial	B
Attached Residential	Next to…	Industrial	E
Attached Residential	Next to…	Single-Family Residential	D
Attached Residential	Next to…	Attached Residential	B
Attached Residential – Front	Next to…	Arterial/Collector Road	F
Attached Residential – Rear	Next to…	Arterial/Collector Road	G
Commercial	Next to…	Agriculture	None
Commercial	Next to…	Commercial	None
Commercial	Next to…	Light Commercial	None
Commercial	Next to…	Industrial	B
Commercial	Next to…	Single-Family Residential	D
Commercial	Next to…	Attached Residential	D
Commercial – Front	Next to…	Arterial/Collector Road	F
Commercial – Rear	Next to…	Arterial/Collector Road	G
Light Commercial	Next to…	Agriculture	None
Light Commercial	Next to…	Commercial	None
Light Commercial	Next to…	Light Commercial	None
Light Commercial	Next to…	Industrial	D

Table 2

New Land Use Category		Existing Land Use Category	Required Buffer Type
Light Commercial	Next to...	Single-Family Residential	C
Light Commercial	Next to...	Attached Residential	C
Light Commercial – Front	Next to...	Arterial/Collector Road	F
Light Commercial – Rear	Next to...	Arterial/Collector Road	G
Industrial	Next to...	Agriculture	E
Industrial	Next to...	Commercial	D
Industrial	Next to...	Light Commercial	D
Industrial	Next to...	Industrial	None
Industrial	Next to...	Single-Family Residential	E
Industrial	Next to...	Attached Residential	E
Industrial – Front	Next to...	Arterial/Collector Road	F
Industrial – Rear	Next to...	Arterial/Collector Road	E

Table 3

Buffer Type	Fence	Landscape Buffer Width	Min. Tree Density	Min. Shrub Density
A	6' Vinyl, Wood, Precast Concrete, or Composite Privacy	none	none	none
B	6' Vinyl, Composite, or Precast Concrete Privacy	6'	1 every 50'	none
C	6' Vinyl, Composite, or Precast Concrete Privacy	10'	1 every 50'	5 every 50'
D	6' Precast Concrete Privacy	15'	2 every 50'	10 every 50'
E	8' Precast Concrete Privacy	20'	3 every 50'	10 every 50'
F	None	15'	1 every 50'	none
G	6' Stone Pattern, Precast Concrete, or Composite Privacy	5' (located on street facing side)	1 every 50'	5 every 50'
H	6' Metal Chainlink	none	none	none

[Ord. 22-08 § 1 (Exh. A); Ord. 22-07 § 1 (Exh. A); Ord. 17-12 § 1 (Exh. A); Ord. 16-29 § 1 (Exh. A); Ord. 14-09 § 1; Ord. 12-14 § 2; Ord. 12-12 § 2; Ord. 11-02 § 1 (Exh. A); Ord. 09-10 § 1 (Exh. A); Ord. 08-11 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Ord. 03-18; Code 1971 § 10-6-080.]

8.10.070 Relation to adjoining street systems.

The arrangement of streets in new subdivisions shall make provision for the continuation of the existing streets in adjoining areas (or their proper protection where adjoining land is not subdivided) at the same or greater width (but in no case less than the required minimum width) unless the variations are deemed necessary by the Planning Commission for public requirements. Stub streets shall be provided in accordance with the Master Street Plan. The developer shall provide stub streets at a minimum of one access every 1,320 feet, or as otherwise necessary for the alignment with existing streets in other developments.

8.15.010 Design standards.

The design of the final subdivision plat in relation to streets, blocks, lots, open spaces and other design factors shall be in harmony with design standards recommended by the Planning Commission and by other departments and agencies of City government. Design standards shall be approved by the City Council and shall include provisions as follows which are hereby approved by the City Council:

(A) Blocks shall not exceed 1,320 feet in length.

(B) Dead-end streets which exceed 150 feet in length, measured from the front of curb (or edge of pavement if there is no curb and gutter) of the intersecting road, must meet one or more of the following requirements:

> (1) A temporary 120-foot diameter all-weather surface cul-de-sac acceptable to the City constructed in a temporary easement outside the boundary of the subdivision. Temporary cul-de-sacs are not permitted within any of the lots being subdivided.
>
> (2) A temporary turnaround meeting the minimum requirements set forth in the International Fire Code and approved by the Fire Department shall be constructed at the end of the dead-end road. Any lot being subdivided containing a temporary turnaround cannot have a dwelling constructed on it until the road no longer meets the criteria for a dead-end street or a temporary cul-de-sac has been constructed outside the subdivision boundary.
>
> No temporary turnaround provided on the dead-end streets.

(C) Blocks shall be wide enough to adequately accommodate a minimum of two lots.

(D) The Planning Commission may require pedestrian walkways to be constructed within a development, to facilitate access to designated points of interest. Such walkways increase pedestrian safety, reduce travel time, improve neighborhood connectivity, and encourage walking. Points of interest may include, but are not limited to: churches, civic destinations, schools, adjoining neighborhoods, parks, and commercial areas. The Planning Commission

shall designate points of interest that will require a pedestrian walkway connection during the preliminary plat or site plan approval stage of entitlement.

(1) Walkways shall be designed to be a minimum of six feet in width to allow adequate two-way passing but may be required to be wider where determined necessary by the Planning Commission or City administrative land use authority based on estimated usage. The developer shall surface the full width of the walkway with either concrete or asphalt.

(2) Fencing is not required; however, if fencing is installed next to the walkway the following conditions must be met:

(a) An additional six inches of concrete is required on each side of the walkway to embed the base of the fencing posts.

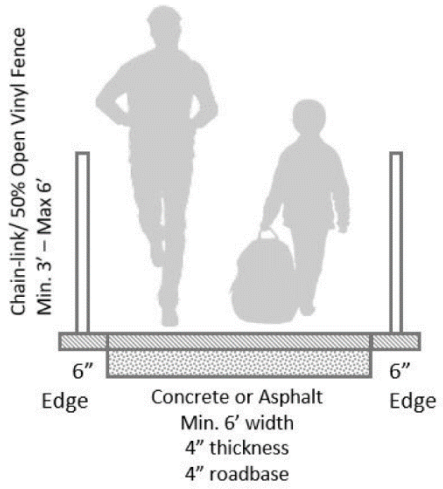
(b) All fencing installation, maintenance, and ownership responsibilities will be that of the adjacent landowner including graffiti cleanup and damage repair.

(c) Fencing shall not encroach upon or restrict movement within the walkway.

(d) Fencing along walkways is otherwise regulated by fencing rules found in SCC 10.30.060(A).

(3) Maintenance of the walkway will be the responsibility of either the subdivision HOA, or the City, if an HOA does not exist. Snow removal is not necessary for walkways, and signage notifying pedestrians of the lack of winter maintenance shall be prominently placed at the entrances to the walkways.

(4) Please refer to the following image for the walkway dimensions:



(E) Blocks intended for business or industrial use shall be designated specifically for such purposes with adequate space set aside for off-street parking and delivery facilities.

(F) The lot arrangement and design shall be such that lots will provide satisfactory and desirable sites for buildings, and be properly related to topography, to the character of surrounding development and to existing requirements.

(G) All lots shown on the preliminary and final plats must conform to the minimum requirements of the zoning ordinance for the zone or proposed zone in which the subdivision is located, and to the minimum requirements of the county Board of Health for water supply and sewage disposal.

(H) Each lot shall abut on a street shown on the subdivision plat or on an existing publicly dedicated street. Double frontage lots shall be prohibited except where unusual conditions make other designs undesirable.

(I) Side lines of lots shall be approximately at right angles, or radial to the street lines.

(J) In general, all remnants of lots below minimum size must be added to adjacent lots, rather than allowed to remain as unusable parcels.

(K) Subdivision boundaries shall include all property; no protection or holding strips will be allowed. All improvements shall be installed to the boundary of the subdivision.

(L) Cul-de-sacs (a street having only one outlet that terminates at the other end by a vehicle turnaround) shall be no longer than 500 feet from the centerline of the adjoining street to the center of the turnaround. Each cul-de-sac must be terminated by a turnaround of not less than 110 feet in diameter, measured to the property lines.

(M) When a dead-end street reaches its maximum block length of 1,320 feet, it shall not be extended except to connect to another street which provides a second point of independent access.

(N) Private streets shall only be permitted in PRD and cluster subdivisions. Private streets shall meet the minimum construction standards established for publicly dedicated streets with the standard right-of-way requirement. Pavement widths less than 35 feet may be permitted, when the private street ties into a minor collector street or greater, and does not terminate in a cul-de-sac. Private streets shall be perpetually maintained by a professionally managed homeowners' association as established within an approved development agreement. The purpose of a private street is not to provide a street which is substandard in construction to public streets, but one that allows for private gated access and maintenance for the exclusive use and benefit of the residents residing on said private street. [Ord. 22-06 § 1 (Exh. A); Ord. 20-23 § 1 (Exh. A); Ord. 20-14 § 1 (Exh. A); Ord. 18-01 § 1 (Exh. A); Ord. 16-16 § 1 (Exh. A); Ord. 15-06 § 1 (Exh. A); Ord. 14-23 § 1 (Exh. A); Ord. 13-02 § 1 (Exhibit); Ord. 12-10 § 1; Ord. 03-10; Code 1971 § 8-3-1.]

COUNCIL AGENDA

October 24, 2023

Agenda item "e.6" Proposed Amendment to the Zoning Map

Summary

The city has received an application for an amendment to the zoning map located at approximately 322 S 2000W. The applicant is Ian Cahoon with CW Urban. Application and payment was received on 9/20/23. The requested amendment is consistent with the General Plan. The application crosses multiple property boundaries but all properties are owned by the applicant. The previous zoning map boundary was a result of a rezone for a proposed hotel in connection with the Monterrey West MXD project. The following statement was provided by the applicant:

"The proposed uses are retail, food, flex, and a hotel (the hotel is already rezoned). The three main reasons for this Rezone Request are: (1) aligning the General Plan with the current zoning map. (2) Increases economic activity and economic independence by growing the City's tax base. (3) Opens the door for more and new retail and other commercial users to become closer to the residents of the City."

Recommendation

Zoning map amendments are decided by the City Council after recommendation by Planning Commission. Commission held a public hearing and discussed the item on October 3, 2023. They are forwarding a recommendation for approval.


W 200 S
W 200 S
193
108
Rising Peak Dog Training
The Church of Jesus Christ of Latter...
Syracuse High School
SYRACUSE
SYRACUSE


R2
A1
GC
GC
R1
MXD
108
Rising Peak Dog Training
The Church of Jesus Christ of Latter...

General Plan Map

Last Amended: xx/xx/19

Legend

- Syracuse Municipal Boundary
- Parks, Agriculture, Wetlands (A-1)
- Civic (All Zones)
- Low Denisty Residential (A-1, R-1, R-2, R-3, Cluster, RPC)
- Medium Density Residential (Cluster, R-3, RPC, PRD, Neighborhood Services)
- High Density Residential (R-3, PRD, Neighborhood Services, Mixed Use, G.C., P.O.)
- Commercial (G.C., P.O., Mixed Use, Neighborhood Services)
- Industrial (Business Park, Industrial, Research Park, Mixed Use, G.C., P.O.,)
- Future West Davis Corridor & SR-193
- Future West Davis Corridor Interchange

N

0 1 Miles

Chapter 10.90
GC – GENERAL COMMERCIAL ZONE

Sections:

10.90.010 Purpose.

10.90.020 Permitted uses.

10.90.030 Conditional uses.

10.90.040 Minimum lot standards.

10.90.050 Off-street parking and loading.

10.90.060 Signs.

10.90.070 Special provisions.

10.90.080 Development theme.

10.90.090 Development plan.

10.90.100 Architectural Review Committee.

10.90.010 Purpose.

The purpose of this zone is to provide for a broad range of retail, service, and entertainment functions. [Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-19-010.]

10.90.020 Permitted uses.

The following are permitted uses by right provided the parcel and building 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) Agriculture.

(B) Amusement and recreational activities.

(C) Animal clinics.

(D) Automotive retail and routine maintenance services.

(E) Car washes, full-service tunnel style.

(F) Churches, synagogues, and temples.

(G) Community or civic services.

(H) Dwellings. (Completed or under construction at the time of adoption of this title. If such dwellings convert to any other permitted or conditional use allowed in this section or SCC 10.85.030, they may not thereafter convert back to residential use without first obtaining a conditional use permit.)

(I) Fully enclosed dog boarding facilities (see SCC 10.30.040(D)).

(J) Hotels and motels.

(K) Public and quasi-public buildings.

(L) Professional office buildings (situated on one acre or less).

(M) Public parks.

(N) Restaurants and fast food services.

(O) Retail trade.

(P) Theaters and amusement facilities. [Ord. 22-28 § 1 (Exh. A); Ord. 21-30 § 1 (Exh. A); Ord. 14-10 § 1; Ord. 11-02 § 1 (Exh. A); Ord. 08-11 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Ord. 03-18; amended 2001, 1991; Code 1971 § 10-19-020.]

10.90.030 Conditional uses.

The following may be permitted as conditional uses 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) Day care centers (major).

(D) Professional nonretail services, up to a maximum 25 percent of the commercial subdivision (major).

(E) Temporary commercial uses (see SCC 10.35.050) (minor). [Ord. 21-30 § 1 (Exh. A); Ord. 14-10 § 1; Ord. 11-10 § 11; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Ord. 03-18; amended 2001, 1991; Code 1971 § 10-19-030.]

10.90.040 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: no minimum required.

(B) Lot width: as required by site plan review.

(C) Front yard: 15 feet.

(D) Side yards: as required by site plan review.

(E) Rear yard: 10 feet.

(F) Building height: the height of buildings over 35 feet may be equal to the horizontal distance from the nearest zone boundary line. Buildings 35 feet high or less may be permitted within 10 feet of the zone boundary line. [Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 2001, 1991; Code 1971 § 10-19-040.]

10.90.050 Off-street parking and loading.

Off-street parking and loading shall be provided as specified in Chapter 10.40 SCC. [Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-19-050.]

10.90.060 Signs.

The signs permitted in this zone shall be those allowed in commercial zones by Chapter 10.45 SCC. [Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 1991; Code 1971 § 10-19-060.]

10.90.070 Special provisions.

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

(1) Turfgrass is not to exceed 15 percent of the total landscaped area.

(2) No turfgrass in parkstrips.

(3) Drip irrigation only in landscape areas less than eight feet wide.

(B) Temporary buildings for temporary commercial uses shall meet the provisions of the currently adopted edition of the International Building Code and must be sufficiently anchored to withstand a 100-mile-per-hour wind.

(C) Commercial uses that require grease traps/interceptors shall locate such devices on the outside of the restaurant or food service building and frequently and effectively service such devices to maintain them in satisfactory working order to protect the sanitary sewer system from excessive contaminants. A licensed hauler shall dispose of all materials removed from a grease trap/interceptor at an approved disposal site in a lawful manner. Restaurant, food service businesses, or commercial uses of used fryer oil shall dispose of such oil into a self-contained oil rendering tank for disposal and transport. Outside or “refuse/dumpster” storage of oil-rendering barrels or other containers is prohibited.

(D) In order to minimize the possibility of commercial properties becoming blighted, retail establishments of 40,000 square feet or greater shall enter into a facility use agreement with the City prior to the issuance of a building permit. Additionally, the owner shall submit a facility maintenance plan as required in subsection (D)(3) of this section 30 days prior to the owner vacating the building.

(1) The term “vacant” or “vacate” as used herein shall mean that no business activity is undertaken from the retail establishment for a period of 180 consecutive days.

(2) The facility use agreement shall outline the responsibility of the owner to remove the building, should it become vacant for more than three and one-half consecutive years, and shall provide legal remedies to enforce the terms of the agreement. In the event a building is vacant for more than three and one-half consecutive years, the owner shall remove the building and restore the property to a safe and compatible condition. The facility use agreement shall be in substantially the following form, which form is hereby adopted as part of this title.

Facility Use Agreement

AN AGREEMENT BY AND BETWEEN _____, A _____ HEREINAFTER REFERRED TO AS OWNER, AND SYRACUSE CITY, A MUNICIPAL CORPORATION HEREINAFTER REFERRED TO AS CITY.

Recitals

(1) The Owner desires to construct a commercial facility, at approximately _____, in Syracuse City to conduct a business known as _____.

(2) The City has adopted ordinances to govern the development of commercial property within Syracuse City designed to protect the health, safety, and welfare of the community.

(3) The City has valid concern that blighted conditions might occur should said facility or structure become vacant for an extended period of time.

(4) The Owner and City are desirous to minimize impact to the community should the building become vacant.

Agreement

NOW, THEREFORE, for and in consideration of the mutual promises, covenants, and conditions set forth herein, and other good and valuable consideration, the Owner and City agree as follows:

(1) Owner will provide the City a written facility management plan 30 days prior to vacating the building which outlines plans to maintain the property according to City Ordinance. Failure to do so will constitute a breach of this Agreement and entitle the City to injunctive relief to enforce the provisions hereof.

(2) Should the building remain vacant for 42 consecutive months, the City shall provide written notice to the Owner, at the address as it appears on this Agreement, ordering Owner to remove the building and restore the property to a condition that does not distract from surrounding businesses.

(3) Should the Owner fail to comply with the City's request to remove the building within 30 days from the mailing date of said notice to the Owner, the City may file suit for specific performance to enforce the terms of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed this _____ day of _____, 20__ (Signed, witnessed, and/or attested)

(3) In the event, for any reason, the retail establishment chooses to vacate the premises for a period of six months or greater, the owner shall submit a facility maintenance plan to the City 30 days prior to vacating. The maintenance plan shall include:

(a) The estimated time the facility will be vacant.

(b) Detailed plans to maintain the property during the time it will be vacant.

(c) Method of securing all entrances to the facility.

(d) Plans to restrict access to off-street parking.

(e) Plans to remove all advertisement and business signage.

(f) Plans to market the property.

(E) Existing residential and accessory structures in this zone may be converted for commercial purposes if the property meets all the following conditions:

(1) The proposed use for the structure conforms to the permitted use for this zone.

(2) The proposed use of the building does not adversely impact the surrounding area.

(3) The primary residential structure adds appeal and character to the area, and the property owner ensures appropriate maintenance of all existing structures on the property as well as the entire property itself in order to keep the appeal.

(4) The lot size has a minimum of 21,780 square feet.

(5) The parcel has a minimum 110 feet of frontage on an existing public street.

(6) Setbacks comply with the established minimum requirements for this zone and receive approval with site plan.

(7) The lot has an existing driveway access from a public street and receives approval with site plan for any proposed modifications to said driveway (the Utah Department of Transportation shall also approve any access located on a state road).

(8) All off-street parking complies with the requirements in Chapter 10.40 SCC and receives approval with site plan.

(9) All signs and lighting complies with the requirements in Chapter 10.45 SCC and receives approval with site plan.

(10) All landscape and buffering complies with the established requirements in Chapter 10.30 SCC and receives approval with site plan.

(11) The Building and Fire Departments inspect and approve the use.

(F) In order to maximize the availability of commercial and retail space for commercial and retail businesses in this zone, the amount of space available for professional businesses shall be limited to no more than 20 percent of the gross floor area available for lease or purchase in any commercial development. Professional business shall include but not be limited to physicians, dentists, lawyers, accountants, real estate agents, insurance agents, artists, planners, architects, engineers, travel agencies, and similar professional businesses. [Ord. 22-08 § 1 (Exh. A); Ord. 11-10 § 11; Ord. 11-02

§ 1 (Exh. A); Ord. 08-11 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; amended 2001, 1991; Code 1971 § 10-19-070.]

10.90.080 Development theme.

Development in this zone shall conform to an approved development theme. The theme shall be approved by the City Council, and shall conform to the provisions outlined in the area's master plan. [Ord. 11-02 § 1 (Exh. A); Ord. 08-11 § 1 (Exh. A); Code 1971 § 10-19-080.]

10.90.090 Development plan.

To ensure development conforms to the area's master plan, City staff shall review and approve all development plans. Drawings should include the placement of buildings and their uses, landscaping, parking, lighting, and design guidelines outlined in the area's master plan. The Architectural Review Committee shall likewise review and approve the plans prior to consideration and recommendation by the Planning Commission. [Ord. 11-02 § 1 (Exh. A); Ord. 08-11 § 1 (Exh. A); Code 1971 § 10-19-090.]

10.90.100 Architectural Review Committee.

Developments within the GC zone are required to be reviewed by the Architectural Review Committee in accordance with Chapter 10.28 SCC, Architectural Review Committee and Design Standards. [Ord. 13-11 § 1; Ord. 11-02 § 1 (Exh. A); Ord. 08-11 § 1 (Exh. A); Code 1971 § 10-19-100.]

The Syracuse City Code is current through Ordinance 23-12, passed May 9, 2023.

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

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City Telephone: (801) 614-9633

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COUNCIL AGENDA

October 24, 2023

Agenda item **"e.7"** Proposed Amendment to the MXD Zone

Summary

It has been requested to review the MXD ordinance. The minimum project acreage and commercial to residential ratios have been the subject of recent discussion. The ordinance was amended in May of 2022 making various amendments including adding hospital to the list of permitted uses, adding location qualifiers, and increasing the commercial to residential ration from 36 to 56 sf per 1,000 sf residential.

Please find attached for the current ordinance.

Purpose of Discussion

Review existing ordinance and give direction to staff and Planning Commission as to the desired amendment(s) to the zone.

Chapter 10.92
MIXED USE DEVELOPMENT ZONE (MXD)

Sections:

10.92.010 Purpose.

10.92.020 Permitted uses.

10.92.030 Conditional uses.

10.92.040 Development standards.

10.92.050 Development process.

10.92.060 Off-street parking and loading.

10.92.070 Signs.

10.92.010 Purpose.

To create a zone which will provide traditional neighborhoods where residents can work, play, shop, and live that are strategically designed to create a symbiotic relationship by allowing for a combination of commercial and residential uses. These neighborhoods are meant to boost the City's daytime population, which is anticipated to support local businesses and increase sales tax revenue. This zone will be the most urban atmosphere within the City. Projects within the zone are anticipated to provide context-sensitive architecture, art, entertainment, convenience, alternate housing types, affordability, and active lifestyles through recreation amenities on site and improved sidewalk connections to destinations off site. Residential use may be applied to existing commercial areas, or commercial uses inserted into existing residential areas if the goal is to increase jobs and/or increase sales tax, and the development scale is compatible with its surroundings. [Ord. 22-12 § 1 (Exh. A); Ord. 20-31 § 1 (Exh. A); Ord. 20-11 § 1 (Exh. A); Ord. 19-17 § 1 (Exh. A).]

10.92.020 Permitted uses.

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

(A) Restaurants;

(B) Professional office;

(C) Professional nonretail services;

(D) Retail, no automotive maintenance, gas, or repair;

(E) Hotel;

(F) Hospital;

(G) Churches, synagogues, and temples;

(H) Dwellings, multifamily, up to 24 attached per building. More than 24 units may be permitted only if all of the following apply: the building is an “L” shape and the building is oriented on a corner facing a major street, and provides amenities in the apex of the two sides as described in SCC 10.92.040(E)(1) and (2), and no single building elevation is longer than permitted by SCC 10.92.040(G)(9), and the building shall not exceed a combined total of 34 units plus amenities;

(I) Dwellings, townhomes, up to six attached per building;

(J) Dwellings, single-family detached;

(K) Household pets;

(L) Public and quasi-public buildings;

(M) Club houses and recreational facilities;

(N) Public parks. [Ord. 22-12 § 1 (Exh. A); Ord. 20-31 § 1 (Exh. A); Ord. 20-11 § 1 (Exh. A); Ord. 19-17 § 1 (Exh. A).]

10.92.030 Conditional uses.

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

(A) Minor and major A home occupations (minor);

(B) Accessory dwellings (major, allowed with single-family detached units only);

(C) Temporary commercial uses (see SCC 10.35.050) (minor);

(D) Accessory structures (minor). [Ord. 22-32 § 1 (Exh. A); Ord. 22-12 § 1 (Exh. A); Ord. 20-31 § 1 (Exh. A); Ord. 20-11 § 1 (Exh. A); Ord. 19-17 § 1 (Exh. A).]

10.92.040 Development standards.

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

(A) Minimum Lot Standards.

(1) Lot width: no minimum or maximum.

(2) Front yard setback: 20 feet minimum, 40 feet maximum. Measured from the back of right-of-way or private drive or centerline of shared courtyard to front building foundation.

(3) Side yard setbacks: as measured from foundation to adjacent property line; 10 feet minimum or as approved by Planning Commission. As measured between building foundations, 16 feet minimum.

(4) Rear yard setback: as measured from foundation to adjacent property line or between buildings, 20 feet.

(B) Location. Mixed use zoning shall only be allowed when the proposed project is located with access and frontage onto a state highway.

(C) Density. Unit densities and housing product types shall be distributed on site with extreme sensitivity to adjacent development type and density. Units per acre shall be tapered down when near property boundaries of single-family development. Density is form based, no minimum units per acre.

(D) Mixed Use Required.

(1) One hundred percent residential projects are prohibited.

(2) Apartment complex sales offices may not be the project's sole commercial space.

(3) The development agreement shall require that the commercial component of the project cannot be omitted and shall run with the land.

(a) Occupancy of the last residential structure in the project shall not be granted until occupancy of 100 percent of the proposed commercial is completed.

(4) The developer may partner with owners of off-site commercial projects to develop the required commercial square feet of the proposed project. This may be accomplished by building new buildings on empty pad spaces, attracting tenants that sign long-term leases in empty

building space, enhancing circulation with cross access agreements, or assisting in the enhancement of the partner site in other mutually beneficial ways. City Council, with recommendation from Planning Commission, must find a direct benefit between the proposed residential units and the commercial project to exercise this option. This option is available at the developer's request with the consent, desire, and agreement to partner from the owners of the existing commercial project. The agreed-to enhancements to the partner site in this option must be completed before the first residential unit receives final occupancy. Details of the partnership obligations are to be included in the development agreement and shall be binding.

(a) The commercial component of the project may be split on and off site. The combined total commercial square footage provided shall be greater than or equal to the required square footage of commercial which is based upon the height of the proposed buildings. Distribution of on- and off-site commercial square footages shall be based on the assessment of unique site characteristics that lend themselves to commercial viability and by the following:

(i) Properties within the town center overlay zone may build on- and off-site commercial in any combination, but no more than 70 percent of the required commercial may be located off site. The partner site must be located next door, sharing a property line with the proposed mixed use project.

(ii) Properties outside the town center overlay may build on- and off-site commercial in any combination. The partner site must be within one-quarter mile of the proposed mixed use project.

(5) For a space to qualify as counting toward the required commercial square footage, it must not be accessory to the residential units, meaning to have separate utility connections, dedicated parking that is near the business entrance, a separate entrance, separate restroom, and appropriate fire separation between differing uses. Office, medical office, assisted living, retail space, or other uses deemed beneficial by City Council are to be considered commercial. Industrial uses like warehousing or storage units are not considered to be commercial uses. Also, parking areas, trash, outdoor dining, or other outdoor storage areas do not count towards the required commercial square footage.

(E) On-Site Amenities and Landscaping.

(1) Common Space Amenities. The project shall develop common space amenities proportionate to and in relation to the scale and resident demographics of the proposed project. Amenities shall

be privately owned and managed by an HOA. Amenities must be chosen from the following list as required in the following table:

Number of Units	Amenities Required
0 – 20	1
20 – 40	2
40 – 60	3
60 – 80	4
80 – 100	5
100 +	6

(2) List of Amenity Examples. Select from list the number required from table above:

(a) Water amenities (for example: pools, hot tubs, steam room);

(b) Sport amenities (for example: tennis, pickleball, lighted basketball courts);

(c) Community gathering amenities (for example: play structure, village green, pavilion, outdoor kitchen);

(d) Other amenities deemed appropriate by the Planning Commission.

(3) Open Space. A minimum of 20 percent of the project area shall be landscaped.

(a) Turfgrass is not to exceed 20 percent of the total landscaped area, outside of active recreation areas.

(b) No turfgrass in parkstrips.

(c) Drip irrigation only in landscape areas less than eight feet wide.

(4) Street Trees. One street tree shall be planted at least every 30 feet along adjacent public street frontages in accordance with the street tree species guide in SCC 10.30.070.

(5) Buffering between land uses as required in SCC 10.30.080.

(6) In-Lieu Fee for Required Open Space or Amenity. An in-lieu fee may be accepted for the development of a nearby City park under the following conditions:

(a) The developer initiates a request to pay a fee in lieu of required common space by petitioning the City at the same time that the concept plan is under review.

(b) The proposed project shall be located within one-half mile (measured as a pedestrian would travel) of an existing or future Syracuse City park as identified in the adopted parks master plan. Measurement shall be made from the nearest property line of the park to the nearest property line of the development project.

(i) The in-lieu fee shall not be approved if any portion of the proposed development is further than one mile from the nearest receiving park property boundary.

(ii) The park property to receive the fee money shall be identified and approved in conjunction with the concept plan.

(c) Qualification of an off-site location to receive in-lieu-of-common-space fees shall be approved by City Council based upon the development needs and priorities stated in the adopted parks master plan, and such qualification shall be decided at the time that the Council reviews the concept plan.

(d) The spending of in-lieu fees shall be limited to the determined off-site receiving location and for no other civic or private use.

(e) If the City Council does not accept the request for in-lieu fees based off the qualifiers stated herein, the development shall build the on-site common space as required by the MXD zone.

(f) If a fee is accepted in lieu of common space, the project will nevertheless be required to build at a minimum: 15 percent landscaping of the total project land area. All on-site landscaping and common space amenities shall be maintained by an HOA.

(g) The fee money will be due to the City prior to recording of the final subdivision plat proportionate to each phase or prior to accepting a building permit, as applicable.

(h) Development may be allowed on the land that has been accounted for through the collection of in-lieu fees at a density not to exceed the maximum prescribed by the zone.

(i) In-lieu fees shall be calculated on an individual basis. In-lieu fee amount shall be roughly equivalent to the value of forgone on-site common space area(s) and improvements. Fees shall be determined using mutually accepted methods for cost estimating the dollar amount

needed to build the equivalent park improvements and acquire the land needed for said park space. Credit for on-site common space developed beyond the minimum 15 percent identified in subsection (E)(6)(f) of this section, and actually built within the development, may be subtracted from the estimated fee due.

(j) The agreed-upon fee amount, percentage of provided on-site and off-site in-lieu fee, and park development cost per square foot shall be included in a development agreement.

(F) Site Design.

(1) Residential buildings shall be positioned on the site so that the front of the building faces the public road or private drive.

(a) Where front and rear frontage to two roads or driveways exists, the road or driveway with the largest width and traffic counts shall be the direction the front door faces.

(b) If frontage to the intersection of two roads or drive aisles exists, the building entrance(s) shall face toward the point of intersection of the two centerlines with a chamfered edge.

(c) Entryways shall not face toward the rear or side lot line of abutting property with single-family residential zoning or use.

(2) Terminating vistas shall be incorporated by centrally and prominently placing public art, landscaped monument signage, or building facades perpendicularly at the visual endpoint of streets and drive aisles.

(3) Garage doors shall not face public roads. Where double frontage exists, the garage door may face the lesser of the two roads or be side-facing.

(4) The development design shall include direct automobile access to a public roadway on a full-width publicly dedicated right-of-way or private drive meeting International Fire Code (IFC) standards.

(5) All building entrances shall be directly connected to the public sidewalk with pedestrian walkways. These walkways must use differing material when crossing driveways. Decorative landscaping shall be included for one and one-half feet on one or both sides of all private walkways leading to front doors and/or residential breezeways.

(6) Cross access for automobiles and pedestrians to and from abutting properties is required where possible.

(7) On-site and off-site pedestrian sidewalks and shortcuts are required to increase access to adjacent shopping, employment, parks, or other amenities.

(G) Architecture.

(1) Vertical mixed use motif architecture is required on all residential buildings within the mixed use zone.

(2) Vertical mixed use motif is defined as containing the following elements:

(a) Horizontal and/or vertical variation in wall or roof plane between each unit intended to give the appearance of multiple buildings built over a long period of time;

(b) Varying window size and height with each segment;

(c) Roofs of varying styles with each segment;

(d) Large first floor windows and/or storefronts covered by canopy or trellis;

(e) First floor storefronts with varying styles on each segment such as bay or recessed entries;

(f) Entrance door on chamfered angle when on corner.

(3) Building Height.

(a) Maximum allowed height is 40 feet. Height is measured from the highest part of the roof to the ground next to the foundation.

(i) Required Commercial Square Feet to Maximum Height Ratios.

A. One story/maximum 15 feet allowed if: 24 square feet commercial/1,000 square feet residential.

B. Two story/maximum 30 feet allowed if: 36 square feet commercial/1,000 square feet residential.

C. Three story/maximum 40 feet allowed if: 56 square feet commercial/1,000 square feet residential.

(b) Buildings located within 85 feet (measured from foundation to property line) to existing single-family detached homes, or one-story attached duplex, triplex, or fourplex, shall be a maximum of two stories and/or 30 feet, whichever is shorter.

(c) Nonhabitable towers, parapets, or other decorative architectural features, excluding roof structure, shall be allowed, but not to exceed 45 feet.

(4) If commercial spaces have residential above or below, they shall be designed to meet building and fire codes to support the commercial use.

(5) All commercial buildings and project site areas are required to meet the design standards found in Chapter 10.28 SCC.

(6) If a building is located on the corner of two roads, the building shall have a prominent tower or architectural feature of greater height than the rest of the building. The tower or feature shall be rotated so the center point of its outer wall faces the point of intersection of the two road centerlines.

(7) Buildings which are entirely residential without leasable commercial space mixed in the same building are only allowed if all the following apply:

(a) Are within 1,320 feet of existing retail or office building(s) measured in a straight line between the closest portion of each building; and

(b) Are connected and accessible to adjacent commercial or office building(s) with a paved ADA-compliant pedestrian walkway.

(8) On-site buildings which are entirely commercial are permitted only if all of the following apply:

(a) Are located with frontage on a street or corner, or part of a contiguous block of commercial buildings which do have frontage.

(9) Maximum building length is 200 feet on residential buildings.

(10) Horizontal rooflines on residential buildings shall vary at a minimum of every 30 feet. Variation can be accomplished by:

(a) Vertical offset in ridge line;

(b) Gables;

(c) Parapets;

(d) Cornices;

(e) Dormers;

(f) Vegetated terraces;

(g) Trellises; or

(h) Other architectural features such as portals, balconies, or porches.

(11) Buildings designed with completely flat facades and monotone color schemes are not permitted.

(12) All buildings must have articulation of all facades.

(13) At least one significant horizontal facade variation in the wall plane is required at least every 60 feet on residential buildings.

(14) Duplicating building facades adjacent to each other on the same side of the street or in a repeating pattern shall not be allowed. This may be accomplished by varying the number of stories, roof type (including shed, gable, hip, Dutch, dormer roofs, etc.), or ridgeline directions to create variation. Color variation alone is not sufficient.

(15) Architectural variation between each building segment is required.

(16) Garages shall not be the major architectural feature of any building.

(17) All units abutting to a public roadway shall utilize rear or side facing garages.

(18) Entrances shall be pronounced with porticos, awnings, arches, columns, gables, porches, stoops or other three-dimensional architectural features.

(19) Front doors to ground level apartment units shall face the road or front of the building and not towards a shared hallway.

(20) The stairway leading to upper-level units shall be located on the front of the building with a prominent architectural storefront creating a welcoming and defined entrance lobby. Window or

blade signage located on the storefront should clearly label the building number and project name.

(21) First floor apartment, townhome, and single-family unit entryways shall feature a covered front porch with enough space for two chairs and a walkway.

(22) A minimum of three colors and materials per exterior elevation is required.

(23) For residential buildings, exterior surface materials on every facade shall meet the requirements for front exterior walls found in SCC 10.30.020(B) with the exception that no vinyl siding shall be permitted on any side. For commercial buildings, the exterior surface material standards shall be built in accordance with the requirements in Chapter 10.28 SCC. [Ord. 22-12 § 1 (Exh. A); Ord. 22-08 § 1 (Exh. A); Ord. 20-31 § 1 (Exh. A); Ord. 20-11 § 1 (Exh. A); Ord. 19-17 § 1 (Exh. A).]

10.92.050 Development process.

All projects within the mixed use zone shall enter into a development agreement with the City. The agreement must be approved by City Council concurrently with the rezone request. The agreement shall include the square footage of all proposed uses and the number of proposed residential units. Colored concept plans and exterior elevations shall be included as exhibits in the development agreement.

Upon application for the mixed use development zone, the developer shall provide colored architectural elevations and colored concept plans showing the architecture and design of the proposed development. Elevation drawings shall include building materials and a table showing the square footage of each material, building height, and the total square footage of each facade. The concept plan shall include the location of each proposed building labeled with use and square footage, parking areas and number of stalls, existing buildings, existing mature trees, proposed amenities, landscape areas, proposed trees, and shrubs. The plan shall also include a table of the total site acreage, total combined building square footage, square footage of each proposed building, square footage of each use in each building, number of residential units in each building, number of commercial and/or office spaces, number of parking spaces, and total square footage of landscape areas. Upon zoning approval, the development plans shall be a binding zoning document that runs with the land.

If zoning is granted, prior to construction all projects shall: submit a site plan application to be reviewed by the Architectural Review Committee and Planning Commission as detailed in SCC 10.20.090, submit a building permit application, and complete a pre-construction meeting with the

Building Department. [Ord. 22-12 § 1 (Exh. A); Ord. 20-31 § 1 (Exh. A); Ord. 20-11 § 1 (Exh. A); Ord. 19-17 § 1 (Exh. A).]

10.92.060 Off-street parking and loading.

No off-street parking stalls shall be allowed to be located between the front building facade and the public right-of-way or within any front yard. Enclosed garages are not required for residential units within the mixed use zone. Parking for residential units shall be provided at a minimum ratio of two and one-half stalls per unit – two stalls for the resident and a half stall for visitors. Resident parking shall be located no further than 300 feet from the building in which the unit resides, measured as a pedestrian could travel between the closest edge of the parking stall to the closest entrance of the building. Shared parking agreements with adjacent commercial uses for visitor parking are encouraged. Otherwise, off-street parking and loading shall be provided as specified in Chapter 10.40 SCC. [Ord. 22-12 § 1 (Exh. A); Ord. 20-31 § 1 (Exh. A); Ord. 20-11 § 1 (Exh. A); Ord. 19-17 § 1 (Exh. A).]

10.92.070 Signs.

The signs permitted in this zone shall be those allowed in residential or commercial zones as applicable, as specified in Chapter 10.45 SCC. Home occupation businesses shall be limited to first floor window or first floor blade signs not to exceed four square feet. Businesses located in buildings with residential units on upper floors shall not install signage higher than the first floor. [Ord. 22-12 § 1 (Exh. A); Ord. 20-31 § 1 (Exh. A); Ord. 20-11 § 1 (Exh. A); Ord. 19-17 § 1 (Exh. A).]

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COUNCIL AGENDA

October 24, 2023

Agenda Item: **"f"** **Dog Park Discussion**

Factual Summation

- **Any questions regarding this agenda item may be directed at Mayor Maughan, Brody Bovero, City Manager or Kresta Robinson, Parks and Recreation Director.**

- **The city has received numerous requests for a dog park.**

- **Staff and council have had multiple discussions regarding different sites for a dog park, and decided the best option for a dog park would be Fremont Park.**

- **Attached is a concept plan and cost estimate for your review.**
  - The site attached is currently not considered developed park land and would add approximately 1.7 developed acres to our Parks Master Plan.
  - Moving the trail and lining it with a double tree path is proposed to add separation for the homes adjacent to the park.
  - Basic features necessary for a dog park:
    - Fenced area
    - ADA accessible
    - Trail connection
    - Signs including rules.
    - Trash receptacles
  - Minimum desired dog park features:
    - Grass w/irrigation
      - This is to keep the dog run surface from becoming muddy and making it an undesirable place to take one's dog.
    - Trees for shade
      - Trees are the most requested features in parks.
    - Benches
    - Water station for dogs
    - Walking path inside the fence for patrons

            - A concrete walking path serves as a stable surface, provides a mow strip, and is a stable base for the fence. Gravel/road base is also an option. It is ADA compliant but is higher maintenance.
        - Doggie Pot Station
    - Commonly requested dog park features
        - Dog play structures
        - Dog water feature
        - Shade structures (Pavilion or Shade Sails)
        - Tables for patrons
        - Themed Park ornamentation

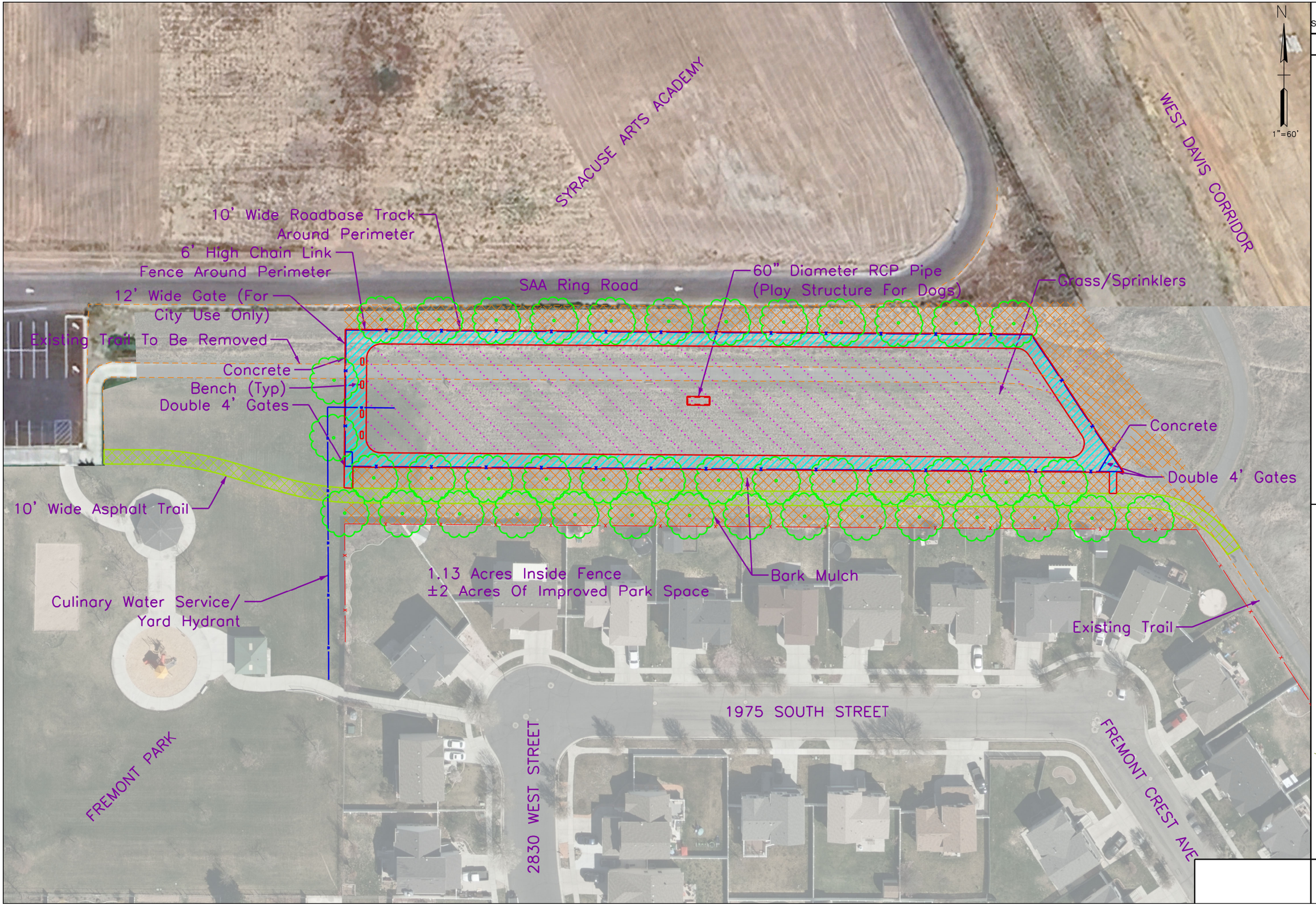
- The proposal being presented includes the minimum features needed in a dog park.

Goals of Discussion

- The following items outline the goals of this discussion:
    - Whether the council would like to move forward with an RFP for the dog park at Fremont Park and adjust the budget.

Dog Park
Probable Cost Opinion

Item No	Bid Item	Unit	Quantity	Unit Price	Extended Price
1	Mobilization and Demobilization/SWPPP	LS	1	$30,000.00	$30,000.00
2	Site Potection	LS	1	$5,000.00	$5,000.00
3	Clearing & Grubbing	LS	1	$15,000.00	$15,000.00
4	Site Grading	LS	1	$20,000.00	$20,000.00
5	Culinary Service & Yard Hydrant	LS	1	$10,000.00	$10,000.00
6	6' High Black Powder Coated Fence	LF	1,250	$35.00	$43,750.00
7	Gates	EA	4	$800.00	$3,200.00
8	Benches	EA	4	$1,000.00	$4,000.00
9	Trees	EA	42	$500.00	$21,000.00
10	4" Thick Concrete	SF	12,543	$8.00	$100,344.00
11	Type A2 Aggregate Base Material	TON	1,000	$20.00	$20,000.00
12	Install 60" RCP Pipe (City Furnished)	LS	1	$1,000.00	$1,000.00
13	Bark Mulch	SF	32,000.00	$1.00	$32,000.00
14	Irrigation System	SF	36,582.00	$1.50	$54,873.00
15	Bio Native Sod	SF	36,582.00	$0.80	$29,265.60
16	Park Rules Sign	EA	2.00	$1,000.00	$2,000.00
17	Trash Can	EA	2.00	$500.00	$1,000.00
18	Remove Existing Trail	LS	1	$4,000.00	$4,000.00
19	10' Asphalt Trail	SF	8,100	$4.00	$32,400.00
Estimated Construction Cost					$428,832.60
10% Contigency					$42,883.26
Probable Cost Opinion					$471,715.86



LAST UPDATED:
SEPTEMBER 20, 2023

DRAWN BY: BB

SYRACUSE CITY PROPOSED DOG PARK

PROPOSED LAYOUT

SYRACUSE CITY EST. 1935

SHEET:
1 OF 1

COUNCIL AGENDA

October 24, 2023

Agenda Item **"g"** Discuss budget opening for Fiscal Year ending June 30, 2024.

Factual Summation

- Any questions about this agenda item may be directed at Admin. Services Director Stephen Marshall, or City Manager Brody Bovero.

  Please review the following attachments:
  a. FY2024 Budget Adjustments PDF.
  b. Capital Projects Revised project list.
  c. Capital Project Original project list.
  d. Vehicle and capital listing – capital project fund.

Background

- Please review the detailed **capital projects** listing attached with this document for recommended changes. In this budget opening, we are carryover of projects from prior year that weren't completed and updates to approved projects as follows:

  - Carryover – 2000 West Improvements - $18,200
  - Carryover – Bluff Road Improvements - $14,500
  - Carryover – 2000 West Interchange Utilities - $5,000
  - Carryover – Antelope Drive/Bluff Road/3000 West Utility - $647,000
  - Carryover – 3000 West Improvements - $30,000
  - Carryover – 4000 West Overlay (Sewer District to Antelope) - $100,000
  - Carryover – Bluff Road Trail Crossings - $168,000
  - Carryover – 500 West Widening - $323,000
  - Carryover – 1290 South 12" Culinary – $810,000
  - Carryover – New Secondary Reservoir Ph 1 - $1,665,000
  - Carryover – New Secondary Reservoir Ph 2 - $11,437,000
  - Carryover – 1575 South Street / Stoker Project - $609,000
  - Carryover – 1250 West Street / 1350 South Street - $886,000
  - Carryover – 1000 West 2075 S to 2700 S - $2,025,000

- Carryover – 3000 South Utility Improvements - $274,000
- Carryover – Land Purchase for Secondary Reservoir - $550,000
- Carryover – 4000 West Waterline loops - $325,000
- Carryover – 3329 S 200 West Storm Drain - $280,000
- Carryover – Dallas St / 1350 S / 1300 S / 1800 W - $356,000
- Carryover – Shoreline Trail Phase I - $393,000
- Carryover – EOC Upgrades - $119,000
- Carryover – Design for WDC Aesthetic Impr. - $68,000
- Carryover – Station 32 Eng / Arch Design Costs - $418,000
- Carryover – Park Maintenance Facility - $2,066,000 this includes an increase of $188k for the additional fence / wall around the lot behind as well as $200k for asphalt around the park maintenance facility.
- Carryover – BMX Course and pump track - $2,125,000
- Carryover – Cemetery Expansion Design - $22,000
- Carryover – Stoker Parking Lot Impr - $644,000. Includes additional 200k to restore / replace grass.
- Carryover – Stoker Park Pavilion Replacement - $100,000
- Carryover – Stoker Park Restroom Replacement - $181,000
- Carryover – Stoker Park Tennis Court Renovation - $90,500
- Carryover – Founders Park Impr including booster pump - $128,000
- Carryover – Fremont Park Pavilion Replacement - $60,000
- Carryover – Fremont Park Playground Replacement - $90,000
- Carryover – Regional Park Design - $342,000
- Revised – Culinary Radio Conversion – from $150,000 to $300,000. The radios were not available to purchase last fiscal year.
- Revised – Dog Park – from $100,000 to $472,000 as discussed on other agenda item.
- Revised – Antelope Trail – Env Study – from $90,000 to $120,000
- Revised – Firehouse 32 Construction – from $7,150,000 to 11,500,000 as discussed on previous agenda items.

- Please review the detailed **vehicle and capital listing** for the updated capital projects fund budget changes. Here are the changes:

  - Revised vehicles – Adding 3 Radar Trailers - $27,000
  - Other changes listed above.

- Changes to **operational budgets**:

  General Fund – major changes
  - $50,000 –Interest income increase.
  - $10,000– Court Fines increase.
  - $20,000 – Fire station and city hall remodels

- $30,373 – Gym Floors extra cost and parking lot resurface
- $22,000 – Carryover cemetery fence project.
- $25,000 – Reduction in election expense (no primary)
- $12,576 – Increased cost of magazine contract

All Other Funds – Significant Changes

- Park Maint. Fund - $78,135 – Infield mix, trail maintenance, tree maintenance and planting.
- Secondary Fund - $17,000 water share cash contribution
- Secondary Fund - $4,860,000 – ARPA and Bureau Grants
- IT Fund - $84,905 –carryover budgets from prior year, Utopia in parks, camera and access control in parks.
- MBA Fund - $4,350,000 increase in station 32 construction expenses.
- Capital Projects Fund - $75,000 interest income increase.

Discussion Goals

The following items outline the goals of this discussion:

1. Evaluate capital project listing and timing of projects
2. Review operational budget changes.
3. Place on November 14th business meeting for action with any suggest changes from council discussion.

Syracuse City
FY2023 October Budget Opening

	Original Budget	Amended Budget	Increase / (Decrease)
General Fund:			
REVENUE ADJUSTMENTS:			
Interest Income	350,000.00	400,000.00	50,000.00
Court fines	190,000.00	200,000.00	10,000.00
			60,000.00
EXPENDITURE ADJUSTMENTS:			
Justice Court			
Salary, Wages, & Benefits	241,243.00	252,408.00	11,165.00
(Employee Benefit Elections)			
Victim Services			
Books Subscriptions, Memberships	-	1,300.00	1,300.00
(VST Tracking Software)			
Administration			
Salary, Wages, & Benefits	1,520,498.00	1,528,652.00	8,154.00
City Magazine & Advertising	10,884.00	23,460.00	12,576.00
Elections Expense	55,000.00	30,000.00	(25,000.00)
Tuition Assistance	12,000.00	20,000.00	8,000.00
Building Maintenance			
Salary, Wages, & Benefits	193,634.00	202,578.00	8,944.00
Building & Ground Maintenance	154,100.00	174,100.00	20,000.00
(Fire Station & City Hall Remodel)			
CED			
Salary, Wages, & Benefits	1,193,897.00	1,206,082.00	12,185.00
(Hearing Officer & Building Insp)			
Equipment, Supplies, & Maint.	22,125.00	25,500.00	3,375.00
Parks & Recreation			
Building & Ground Maintenance	79,742.00	115,115.00	35,373.00
(Gym Floors extra cost, and parking lot resurface)			
Cemetery Maintenance	5,090.00	27,090.00	22,000.00
(Cemetery Fence and Tamp)			
	Revenue	Expenses	
General Fund net change	60,000.00	118,072.00	(58,072.00)
Beginning fund overage			-
Overall fund surplus to be added to fund balance			(58,072.00)
Estimated Ending Fund Balance	**6,737,943**		

RAP Tax Fund

EXPENSE ADJUSTMENTS:			
Capital Outlay	260,000.00	735,500.00	(475,500.00)
(Carryover of Stoker and Fremont projects)			(475,500.00)
	Revenue	Expenses	
RAP Fund net change	-	(475,500.00)	(475,500.00)
Beginning fund overage			79,500.00
Overall Change			(396,000.00)
Estimated Ending Fund Balance	**82,735.00**		

Parks Impact Fee Fund

REVENUE ADJUSTMENTS:			
Park Impact Fee Revenue	962,500.00	1,400,000.00	437,500.00
			-
			437,500.00
EXPENSE ADJUSTMENTS:			
Capital Outlay	413,000.00	3,615,000.00	(3,202,000.00)
(Carryover of capital projects)			(3,202,000.00)
	Revenue	Expenses	
PIF Fund net change	437,500.00	(3,202,000.00)	(2,764,500.00)
Beginning fund overage			719,500.00
Overall Change			(2,045,000.00)
Estimated Ending Fund Balance	**5,523,454**		

Public Safety Impact Fee Fund

REVENUE ADJUSTMENTS:			
Public Safety Impact Fee Revenue	312,900.00	700,000.00	387,100.00
			-
			387,100.00
	Revenue	Expenses	
PIF Fund net change	387,100.00	-	387,100.00
Beginning fund shortage			(1,077,100.00)
Overall Change			(690,000.00)
Estimated Ending Fund Balance	**81,399**		

Parks Maintenance Fund

EXPENSE ADJUSTMENTS:

Open Space & Field Management	74,762.00	84,762.00	(10,000.00)
(Infield Mix at arena - carryover)			
Tree/ Arbor Management	33,875.00	52,375.00	(18,500.00)
(Tree Inv. Data Collection and Tree Planting)			
Trail & Parking Lot Maintenance	54,714.00	104,349.00	(49,635.00)
(Linda Vista, Bluff Ridge, Rock Creek and Trail Maint.)			
Capital Outlay	303,600.00	450,300.00	(146,700.00)
(Various Carryover projects - see park 5 year plan)			(224,835.00)

	Revenue	Expenses	
PMF Fund net change	-	(224,835.00)	(224,835.00)
Beginning fund overage			3,141.00
Overall Change			(221,694.00)
Estimated Ending Fund Balance	**92,379**		

Transportation Fund

EXPENDITURE ADJUSTMENTS:

Capital Projects	2,727,500.00	4,747,325.00	2,019,825.00
(Carryover of projects & Bluff Road Crossings)			2,019,825.00

	Revenue	Expenses	
Trans. Fund net change	-	2,019,825.00	(2,019,825.00)
Beginning fund shortage			(528,250.00)
Overall Change			(2,548,075.00)
Estimated Ending Fund Balance	**573,628**		

Transportation Impact Fee Fund

REVENUE ADJUSTMENTS:

Interest Income	50,000.00	75,000.00	25,000.00
Trans. Impact Fee Revenue	507,000.00	700,000.00	193,000.00
			218,000.00

EXPENDITURE ADJUSTMENTS:

Capital Outlay	850,000.00	1,123,000.00	273,000.00
(Carryover of projects)			273,000.00

	Revenue	Expenses	
Trans. Impact Fund net change	218,000.00	273,000.00	(55,000.00)
Beginning fund shortage			(400,000.00)
Overall Change			(455,000.00)
Estimated Ending Fund Balance	**1,306,000**		

Secondary Water Fund:

REVENUE ADJUSTMENTS:			
Federal Grant Revenue	-	4,860,000.00	4,860,000.00
State Grant Revenue	3,050,000.00	-	(3,050,000.00)
Contributions - Water Shares / Cash	-	17,000.00	17,000.00
			1,827,000.00
EXPENDITURE ADJUSTMENTS:			
Capital Outlay	5,380,000.00	9,077,000.00	3,697,000.00
(Carryover of projects)			-
Move Capital to Balance Sheet	(5,380,000.00)	(9,077,000.00)	(3,697,000.00)
			-
	Revenue	Expenses	
Sec. Water Fund net change	1,827,000.00	-	1,827,000.00
Beginning fund overage			3,201,398.00
Overall Change			5,028,398.00
Estimated Ending Cash Balance	**$594,183**		

Secondary Water Impact Fund:

REVENUE ADJUSTMENTS:			
Interest Income	75,000.00	150,000.00	75,000.00
			75,000.00
EXPENDITURE ADJUSTMENTS:			
Professional & Technical	-	100,000.00	100,000.00
Capital Outlay	-	8,968,000.00	8,968,000.00
(Carryover of projects)			9,068,000.00
	Revenue	Expenses	
Sec. Water Impact Fund net change	75,000.00	9,068,000.00	(8,993,000.00)
Beginning fund overage			50,248.00
Overall Change			(8,942,752.00)
Estimated Ending Cash Balance	**$962,449**		

Storm Water Fund:

REVENUE ADJUSTMENTS:			
Federal Grants	-	1,147,000.00	1,147,000.00
(ARPA GRANT)			1,147,000.00
EXPENDITURE ADJUSTMENTS:			
Capital Outlay	-	1,810,000.00	1,810,000.00
(Carryover of projects)			
Move Capital to Balance Sheet	-	(1,810,000.00)	(1,810,000.00)
			-

	Revenue	Expenses	
Storm Water Fund net change	1,147,000.00	-	1,147,000.00
Beginning fund shortage			(249,101.00)
Overall Change			897,899.00
Estimated Ending Cash Balance	**$189,831**		

Storm Water Impact Fund:

REVENUE ADJUSTMENTS:			
Interest Income	50,000.00	75,000.00	25,000.00
			25,000.00
EXPENDITURE ADJUSTMENTS:			
Capital Outlay	-	692,000.00	692,000.00
(Carryover of projects)			692,000.00

	Revenue	Expenses	
Storm Water Impact Fund net change	25,000.00	692,000.00	(667,000.00)
Beginning fund overage			680,000.00
Overall fund deficit to come from fund balance			13,000.00
Estimated Ending Cash Balance	**$3,259,682**		

Culinary Water Fund:

REVENUE ADJUSTMENTS:			
Federal Revenue	-	1,163,000.00	1,163,000.00
(ARPA Grant)			1,163,000.00
EXPENDITURE ADJUSTMENTS:			
Capital Projects	1,488,000.00	3,507,000.00	2,019,000.00
(Carryover of projects)			
Move Capital To Balance Sheet	(1,488,000.00)	(3,507,000.00)	(2,019,000.00)
			-

	Revenue	Expenses	
Culinary Water Fund net change	-	-	-
Beginning fund overage			272,829.00
Overall fund shortage to come from fund balance			272,829.00

Estimated Ending Cash Balance **$352,662**

Culinary Water Impact Fund:

REVENUE ADJUSTMENTS:			
Interest Income	25,000.00	50,000.00	25,000.00
			25,000.00
EXPENDITURE ADJUSTMENTS:			
Professional & Technical	-	10,000.00	10,000.00
(Drought Resiliency Grant)			10,000.00

	Revenue	Expenses	
Cul Water Impact Fund net change	25,000.00	10,000.00	15,000.00
Beginning fund overage			39,638.00
Overall Change			54,638.00

Estimated Ending Cash Balance **$2,098,911**

Sewer Fund:

EXPENDITURE ADJUSTMENTS:			
Capital Outlay	-	571,000.00	571,000.00
(Carryover of projects)			
Move Capital to Balance Sheet	-	(571,000.00)	(571,000.00)
			-

	Revenue	Expenses	
Sewer Fund net change	-	-	-
Beginning fund shortage			(446,598.00)
Overall fund deficit to come from fund balance			(446,598.00)

Estimated Ending Cash Balance **$425,608**

IT Fund

EXPENDITURE ADJUSTMENTS:			
Salaries and Benefits	220,813.00	202,718.00	(18,095.00)
(adjust to actual)			
Communications	27,000.00	35,000.00	8,000.00
(Utopia in parks - cameras and access control)			
Equipment, Supplies, Maint.	40,600.00	60,600.00	20,000.00
(Carryover of costs)			
Capital Outlay	59,000.00	134,000.00	75,000.00
(Network Switch, Camera and Access control in parks)			-
			84,905.00

	Revenue	Expenses	
IT Fund net change	-	84,905.00	(84,905.00)
Beginning fund shortage			(31,402.00)
Overall fund deficit to come from fund balance			(116,307.00)
Estimated Ending Cash Balance	**63,199**		

MBA Fund

REVENUE ADJUSTMENTS:			
Bond Proceeds	7,150,000.00	11,500,000.00	4,350,000.00
			4,350,000.00
EXPENDITURE ADJUSTMENTS:			
Fire Station Construction	7,150,000.00	11,500,000.00	4,350,000.00
			-
			4,350,000.00

	Revenue	Expenses	
MDA Fund net change	4,350,000.00	4,350,000.00	-
Beginning fund overage			10,340.00
Overall fund deficit to come from fund balance			10,340.00
Estimated Ending Cash Balance	**19,932.00**		

Capital Improvement Fund

REVENUE ADJUSTMENTS:			
Interest Income	25,000.00	100,000.00	75,000.00
		-	-
			75,000.00
EXPENDITURE ADJUSTMENTS:			
Capital Equipment	1,492,500.00	1,519,500.00	27,000.00
(Radar Trailers)			
Capital Projects	70,000.00	3,817,000.00	3,747,000.00
(Carryover of projects)			3,774,000.00

	Revenue	Expenses	
CIP Fund net change	75,000.00	3,774,000.00	(3,699,000.00)
Beginning fund shortage			480,500.00
Overall fund deficit to come from fund balance			(3,218,500.00)
Estimated Ending Cash Balance	**3,360,054**		

CAPITAL PROJECTS PROPOSED BUDGET SUMMARY FOR FISCAL YEAR 2024

Project	Class C Capital 204070	Culinary 501670	Secondary 301670	Storm Drain 401670	Sewer Capital 531670	Road Impact Fee 21-40-70	Culinary Impact Fee 51-40-70	Secondary Impact Fee 31-40-70	Storm Drain Impact Fee 41-40-70	Recreation, Arts, & Parks Tax 11-40-70	Parks, Trails, & Rec Impact Fee 12-40-70	MBA Fund 67-40-70	Capital Fund 80-40-71	Project Total
Bond Payment 3 MG Culinary Tank	-	$222,000	-	-	-	-	$445,000	-	-					$667,000
Bond Payment Secondary Reservoir	-	-	$238,000	-	-	-	-	$442,000	-					$680,000
2024 Culinary Radio Conversion	-	$150,000	-	-	-	-	-	-	-					$150,000
2024 Surface Treatments	$500,000	-	-	-	-	-	-	-	-					$500,000
Bluff Road Improvements		$120,000	$50,000	$250,000		$350,000								$770,000
1525 West 12" Culinary Transmission Line	$350,000	$638,000	-	-	-	-	-	-	-					$988,000
700 South Culinary (2500 West to 2925 West)	$500,000	$500,000												$1,000,000
700 South Overlay (3000 West to St Andrews)	$400,000	-	-	-	-	-	-	-	-					$400,000
3000 West - Pipe Ditch from 2200 S to 2700 S - Shared Cost				$63,000										$63,000
700 South 4000 West Roundabout (50% West Point/50% Syracuse)	-	-	-	-	-	$500,000	-	-	-					$500,000
2000 West (WDC to 2700 South)	$300,000	-	-	-	-	-	-	-	-					$300,000
Secondary Water Meter Conversion Project	-	-	$5,000,000	-	-	-	-	-	-					$5,000,000
S. Canterbury Park Playground Replacement	-	-	-	-	-	-	-	-	-	$90,000				$90,000
S. Canterbury Park Pavilion Replacement	-	-	-	-	-	-	-	-	-	$70,000				$70,000
S. Canterbury Restroom Renovation	-	-	-	-	-	-	-	-	-	$50,000				$50,000
Fremont Park Restroom Renovation	-	-	-	-	-	-	-	-	-	$50,000				$50,000
Dog Park	-	-	-	-	-	-	-	-	-		$100,000			$100,000
Antelope Trail - Envirnomental Study	-	-	-	-	-	-	-	-	-		$90,000			$90,000
Jensen Park Secondary Access Road	-	-	-	-	-	-	-	-	-		$223,000			$223,000
Landscaping / Drought Resiliency													$70,000	$70,000
Firehouse 32 Construction												$7,150,000		$7,150,000
FY2024	**$2,050,000**	**$1,630,000**	**$5,288,000**	**$313,000**	**$0**	**$850,000**	**$445,000**	**$442,000**	**$0**	**$260,000**	**$413,000**	**$7,150,000**	**$70,000**	$18,911,000

CAPITAL PROJECTS PROPOSED BUDGET SUMMARY FOR FISCAL YEAR 2024

Project	Class C Capital 204070	Culinary 501670	Secondary 301670	Storm Drain 401670	Sewer Capital 531670	Road Impact Fee 21-40-70	Culinary Impact Fee 51-40-70	Secondary Impact Fee 31-40-70	Storm Drain Impact Fee 41-40-70	Recreation, Arts, & Parks Tax 11-40-70	Parks, Trails, & Rec Impact Fee 12-40-70	MBA Fund 67-40-70	Capital Fund 80-40-71	Project Total
Bond Payment 3 MG Culinary Tank	-	$222,000	-	-	-	-	$445,000	-	-					$667,000
Bond Payment Secondary Reservoir	-	-	$238,000	-	-	-	-	$442,000	-					$680,000
**2000 West Improvements	$18,200													$18,200
**Bluff Road Improvements	$14,500													$14,500
**2000 West Interchange Utilities				$3,000	$2,000									$5,000
**Antelope Drive/Bluff Road/3000 West Utility Replacements		$181,000	$221,000		$184,000			$61,000						$647,000
**3000 West Improvements	$30,000													$30,000
4000 West Overlay (Sewer District to Antelope)	$100,000													$100,000
Bluff Road Trail Crossings	$168,000													$168,000
500 West Widening (2150 S to 2700 S) - 7% of $3.9 million WFRC Grant					$50,000	$273,000								$323,000
1290 South 12" Culinary	$150,000	$200,000	$260,000	-	$200,000									$810,000
New Secondary Reservoir Phase 1	-	$61,000	$234,000	$199,000	-	-	-	$1,065,000	$106,000					$1,665,000
New Secondary Reservoir Phase 1	$339,000		$3,145,000	$349,000				$7,292,000	$312,000					$11,437,000
1575 South Street (1250 W to 1100 W)/Stoker Park Parking Lot	$115,000	$347,000	$67,000	$49,000	$31,000	-	-	-	-					$609,000
1250 West Street (1525 South To 1350 South)/1350 South Street	$192,000	$130,000	$200,000	$260,000	$104,000	-	-	-	-					$886,000
1000 West 2075 S to 2700 S & 2300 S 1000 W to 850 W ~~Cul/Sec/~~Land Drain/Road	$800,000	$625,000	$0	$600,000	-	-	-	-	-					$2,025,000
3000 South Utility Improvements (access to BMX park)	$150,000	$0	$0	$10,000	$0	-	-	-	$114,000					$274,000
1100 West Culinary/Sec/Sewer/Storm - phase 1	combine with 1575 S Project													$0
New Secondary Reservoir Property Acquisition								$550,000						$550,000
4000 West Waterline Loops		$325,000												$325,000
3329 South 2000 West Storm Drain/Road Improvements	$100,000	-	-	$20,000	-	-	-	-	$160,000					$280,000
Dallas St(1925 W to Banbury)/1350 S/1300 S/1800 W/1925 W (Dallas to 1350 S)	$356,000													$356,000
Shoreline Trail Phase 1											$393,000			$393,000
EOC Upgrades													$119,000	$119,000
Design for WDC Aesthetic Impr Project													$68,000	$68,000
Fire Station Emergency Signal													$0	$0
Station 32 Engineering / Architech Design Costs													$418,000	$418,000
Park Maintenance Facility including equipment											$300,000		$1,766,000	$2,066,000
BMX Course and pump track											$1,650,000		$475,000	$2,125,000
Cemetery Expansion Design													$22,000	$22,000
Cemetery Roads Resurface													$176,000	$176,000
Stoker Parking Lot and Landscaping Improvement											$102,000		$542,000	$644,000
Stoker Tennis Court Rennovation										$44,500			$46,000	$90,500
Stoker Park Restroom Replacement										$181,000				$181,000
Stoker Park Pavillion Replacement										$100,000				$100,000
Founders Park Improvements including booster pump											$13,000		$115,000	$128,000
Fremont Park Pavilion Replacement										$60,000				$60,000
Fremont Park Playground Replacement										$90,000				$90,000
Regional Park Design											$342,000			$342,000
2024 Culinary Radio Conversion	-	$300,000	-	-	-	-	-	-	-					$300,000
2024 Surface Treatments	$500,000	-	-	-	-	-	-	-	-					$500,000
Bluff Road Improvements		$120,000	$50,000	$250,000		$350,000								$770,000
1525 West 12" Culinary Transmission Line	$350,000	$638,000	-	-	-	-	-	-	-					$988,000
700 South Culinary (2500 West to 2925 West)	$500,000	$500,000												$1,000,000
700 South Overlay (3000 West to St Andrews)	$400,000	-	-	-	-	-	-	-	-					$400,000
3000 West - Pipe Ditch from 2200 S to 2700 S - Shared Cost				$63,000										$63,000
700 South 4000 West Roundabout (50% West Point/50% Syracuse)	-	-	-	-	-	$500,000	-	-	-					$500,000
2000 West (WDC to 2700 South)	$300,000	-	-	-	-	-	-	-	-					$300,000
Secondary Water Meter Conversion Project	-	-	$5,000,000	-	-	-	-	-	-					$5,000,000
S. Canterbury Park Playground Replacement	-	-	-	-	-	-	-	-	-	$90,000				$90,000
S. Canterbury Park Pavilion Replacement	-	-	-	-	-	-	-	-	-	$70,000				$70,000
S. Canterbury Restroom Renovation	-	-	-	-	-	-	-	-	-	$50,000				$50,000
Fremont Park Restroom Renovation	-	-	-	-	-	-	-	-	-	$50,000				$50,000
Dog Park	-	-	-	-	-	-	-	-	-		$472,000			$472,000
Antelope Trail - Environmental Study	-	-	-	-	-	-	-	-	-		$120,000			$120,000
Jensen Park Secondary Access Road	-	-	-	-	-	-	-	-	-		$223,000			$223,000
Landscaping / Drought Resiliency													$70,000	$70,000
Firehouse 32 Construction												$11,500,000		$11,500,000
FY2024	**$4,582,700**	**$3,649,000**	**$9,415,000**	**$1,803,000**	**$571,000**	**$1,123,000**	**$445,000**	**$9,410,000**	**$692,000**	**$735,500**	**$3,615,000**	**$11,500,000**	**$3,817,000**	$51,358,200

CAPITAL IMPROVEMENT FUND
Fiscal Year Ending June 30, 2024
Line Item Detail

		Requested	City Manager/Council Recommendation	Adopted Budget
80-40-70	***Capital equipment***			
Prior year budget, as modified				$ 798,750
Current estimates:				
FIRE	FEMA AFG Grant - Extrication Equipment	50,000	50,000	50,000
Fire	Polaris Ranger 6x6 700 EFI (U-31)	41,500	41,500	41,500
Fire	New Ambulance - 2nd station	425,000	425,000	425,000
Fire	Response Vehicles for Battalion Chiefs	70,000	70,000	70,000
Fire	PPE for Paramedics (Turnouts, Boots, Helmets)	53,000	53,000	53,000
Public Works	Bobtail Gray Cab	200,000	200,000	200,000
Public Works	Bobtail Orange Cab	200,000	200,000	200,000
Public Works	Replacement Truck - Streets Dept	80,000	80,000	80,000
Parks & Rec	Turf Tank with $3,000 paint allotment	56,500	0	0
Parks & Rec	Equipment Shed for Community Center	23,000	23,000	23,000
Parks & Rec	Replacement Truck	55,000	55,000	55,000
Police	Police Vehicle - new employee	75,000	75,000	75,000
Police	Police Vehicle	60,000	60,000	60,000
Police	Police Vehicle	75,000	75,000	75,000
Police	Police Vehicle	85,000	85,000	85,000
Police	3 Radar Trailers			27,000
Total budget for account		$ 1,549,000	$ 1,492,500	$ 1,519,500
Amount changed from request				$ (29,500)
Increase/(decrease) from prior year modified budget		$ 750,250	$ 693,750	$ 720,750
80-40-71	***Capital projects***			
Prior year budget, as modified				$ 8,462,100
Current estimates:				
	Landscaping / Drought Resiliency	70,000		70,000
	EOC Upgrades			119,000
	Design for WDC Aesthetic Impr Project			68,000
	Station 32 Engineering / Architech Design Costs			418,000
	Park Maintenance Facility			1,766,000
	BMX Course and pump track			475,000
	Cemetery Expansion Design			22,000
	Cemetery Roads Resurface			176,000
	Stoker Parking Lot Improvement			542,000
	Stoker Tennis Court Rennovation			46,000
	Founders Park Booster Pump			115,000
Total budget for account		$ 70,000	$ -	$ 3,817,000
Amount changed from request				$ 3,747,000
Increase/(decrease) from prior year modified budget		$ (8,392,100)	$ (8,462,100)	$ (4,645,100)

COUNCIL AGENDA
October 24, 2023

Agenda Item **"h"** Personnel Policy and Procedures Manual Proposed Updates

Factual Summation

- Any question regarding this agenda item may be directed to Admin. Services Director, Stephen Marshall, or City Manager, Brody Bovero.

Discussion Items

Periodically City Administration and Department Heads propose changes to the personnel policies and procedures manual. We have additional changes to the new Battalion Chief Position as noted below. Please read through and review the read line edits and be prepared to discuss this in the work session. Here is a summary of edits:

5.010 – Stating in policy that Battalion Chiefs will be classified as exempt employees and the city may compensate them with additional straight time for extra hours worked.
5.090 (a) – Again states that exempt battalion chiefs may qualify for additional straight time.
5.090 (c) ii – Policy that explains that Battalion Chiefs when working approved overtime emergency call back or emergency shift coverage they will have the option of choosing additional straight time pay or accrue comp time.
5.090 (d) – Policy explains the overtime compensation rate for battalion chiefs is set at straight time and is only when they have approved overtime for emergency call backs or emergency shift coverage.
5.100 (b) – Policy explains the comp time rate for battalion chiefs
20.110 (b) – Correction on resident mileage based on prior approval of policy for on-call and take-home vehicles.

We have also made proposed edits to the employee wage scale to move the Battalion Chief from an hourly wage to a salary wage with the change to exempt status. Please see attached wage scale.

Discussion Goals

The following items outline the goals of this discussion:

1. Have detailed discussion on proposed changes and determine if changes can move forward to the November 14th business meeting for approval.

CHAPTER 5
COMPENSATION

5.010. General Policy.
5.020. Recruitment & Retention Policy
5.030. Pay Grade for New Employees.
5.040. Pay Progression.
5.050. Meritorious Performance.
5.060. Merit Increase for those at the Range Maximum.
5.070. Cost of Living Adjustments.
5.080. Position Adjustments.
5.090. Overtime.
5.100. Compensatory Time.
5.110. Holiday Pay.
5.120. On-Call Pay.
5.130. Training Pay.
5.140. Emergency Call Back.
5.150. Special Programs.
5.160. Outside Overtime.
5.170. Wildland Fire Program.
5.180. Severance Pay.

5.010 General Policy.

Syracuse City will pay at least minimum wage and overtime to all Non-Exempt employees in accordance with applicable provisions of the Fair Labor Standards Act (FLSA). Syracuse City may compensate all Exempt employees with time off for extra hours worked as more particularly set forth herein. Syracuse City may also compensate Fire Battalion Chiefs that are classified as Exempt with additional straight time for extra hours worked as more particularly set forth herein. Syracuse City will also provide equal pay to all employees doing similar work which requires substantially equal skill, effort, and responsibility and are performed under similar working conditions in accordance with the FLSA and the Equal Pay Act of 1963.

5.020. Recruitment & Retention Policy

(a) Recruitment & Retention Policy. The City Council shall adopt and maintain a Recruitment & Retention Policy for the City, including minimum and maximum rates of pay for each position within the City's personnel system and such intermediate steps or grades as deemed necessary and equitable for employee compensation ("Recruitment & Retention Policy"). The Recruitment & Retention Policy may also include salary administration guidelines, position pay grade schedule, and salary schedule, as adopted by the City. Salaries shall be linked to the position classification plan and may take into consideration the following prevailing practices and factors: ranges of pay for other positions; prevailing rates of pay for similar employment in both public and private organizations; cost of living; market trends, other benefits; and the financial policy and economic conditions of the City. Independent market studies may be authorized at the discretion of the City Council when deemed necessary. Compensation for statutory officers shall be subject to public hearing requirements and adopted by ordinance of the City Council in accordance with applicable provisions of *Utah Code Ann*. § 10-3-818, as amended. A copy of the Recruitment & Retention Policy is attached hereto as Appendix B and incorporated herein by this reference.

(b) Updates and Amendments. The Recruitment & Retention Policy should be reviewed and analyzed annually by the Human Resources Manager and City Manager who may recommend appropriate changes to the City Council. The City Council may review and make appropriate changes to the Recruitment & Retention Policy at any time in accordance with applicable procedures regarding the same. Implementation of any recommended adjustments to the Recruitment & Retention Policy shall be subject to City Council approval and availability of funds. Any amendments or updates to compensation or compensation schedules for statutory officers shall be subject to public hearing requirements and adopted by ordinance of the City Council in accordance with applicable provisions of *Utah Code Ann*. § 10-3-818, as amended.

5.030. Pay Grade for New Employees.

Pay for newly hired employees shall be set within the pay range assigned to the specific job position based on qualifications and experience. The Department Head may offer a wage within the pay range up to midpoint or the budgeted amount without prior approval. For wages above midpoint, the Department Head must have prior approval from the City Manager. For any wages above budget, regardless of where it falls in the wage scale, the Department Head must have prior approval from the City Council.

5.040. Pay Progression.

Progression within the salary and wage scale for any given position may be based upon the recommendation of the City Manager with final approval given by the City Council. In making recommendations for pay progression or special adjustments, the City Manager shall consider the level of responsibility, performance, length of service, market conditions or other factors. Employees may advance through the salary and wage scale at a minimum of a half-percent (.5%) wage increase up to a maximum of a five percent (5%) wage increase per fiscal year as authorized within the City's budget and recommendation by the Department Head. The City Manager may approve all recommended salary and wage increases up to five percent (5%). No salary or wage increase above five percent (5%) may be approved without the review and consent of the City Council.

5.050. Meritorious Performance.

The City Council may, in its sole discretion, adopt meritorious performance increase guidelines on an annual basis to provide for employee compensation increases. Such meritorious performance increase guidelines shall be adopted and effective as of the first pay period with a July start date each calendar year and shall be subject to funding in the approved budget. Full-time and part-time employees are eligible to receive a meritorious performance increase, subject to the terms and conditions set forth herein. Temporary or seasonal employees may be eligible at the discretion of the City Manager, within budgetary limits and subject to the terms and conditions set forth herein. Employees with less than 12 months of service in the performance review calendar year will receive a pro-rated meritorious increase based on the number of months employed in that calendar year, factoring in their performance score. However, employees hired on November 1st or later of each year will not receive a performance evaluation for that calendar year. Employees hired from November 1st through May 31st will receive a baseline meritorious increase of two-twelfths (2/12) of the average budgeted non-public safety merit increase. Employees who have completed their Probationary Period and who have received a satisfactory or better performance rating for performance related to the last twelve (12) months prior to the rating date shall be eligible to receive a meritorious performance increase. Employees at or above the pay range maximum and employees whose performance is rated less than satisfactory shall not be

eligible to receive a meritorious performance increase. A meritorious performance pay increase shall not exceed the maximum range of pay assigned to the specific employee position.

A Full-Time employee may choose to forego his or her merit increase in exchange for a lump sum of 25 hours into the employee's vacation leave bank. These hours are still subject to use or lose as outlined in section 8.060 (c). Employees with less than 12 months of service in the performance review calendar year will receive pro-rated vacation hours based on the number of months employed in that calendar year.

5.060. Merit Increase for those at the Range Maximum.

The City Council may, in its sole discretion, grant a merit increase not to exceed five percent (5%) of an employee's gross pay to an employee who has been paid at or above the range maximum for a minimum of five (5) years, provided the employee has received a successful or outstanding performance rating in the last year and has been employed by Syracuse City for at least eight (8) years. An employee whose salary exceeds the range maximum is eligible to receive a merit adjustment no more frequently than every five (5) years after the initial adjustment. Any subsequent increase above the range maximum shall not exceed five percent (5%) of the employee's gross pay. An employee is eligible to receive a maximum of five (5) successive adjustments beyond the range maximum. As an alternative to the annual merit increase, an employee who is being paid at or above the range maximum may receive an annual bonus in the amount equivalent to the wage/salary adjustment. No adjustment is made to the base wage/salary when a bonus is given.

5.070. Cost of Living Adjustments.

The City Council may, in its sole discretion, approve Cost of Living Adjustments ("COLA") to employee salaries and/or compensation plans or schedules. COLA increases may increase the employee's salary range maximum or the position pay range.

5.080. Position Adjustments.

(a) Promotions. Promotions are defined as a movement to a higher position that significantly increases the employee's responsibilities and/or supervisory duties. An employee who is promoted will receive an increase to the minimum wage of the entering wage scale, but at least a 10% increase. The wage increase becomes effective on the first pay period following the date that Human Resources is notified of the promotion.

(b) Non-Voluntary Reassignment or Transfer. Reassignment or Transfer is defined as an employee that is being reassigned or transferred to another position non-voluntarily, such as a reorganization of the department, etc. Except when due to a demotion or other disciplinary action, an employee who is reassigned or transferred to another position shall be paid at least the same salary received prior to reassignment or transfer. If the employee's salary exceeds the maximum of the new range, the employee is ineligible to receive a salary increase until the salary range or longevity scale increases to incorporate the employee's pay rate.

(c) Reclassification. Reclassification is defined as a change to a position that may significantly change the job description of the position. If the City reclassifies a position to a higher level, the incumbent's salary shall be adjusted to at least the minimum of the new range and may give a salary increase, based upon increased responsibility. If the City reclassifies a position to a lower level, the employee's salary shall remain the same. If the employee's salary exceeds the maximum of the new range, the employee is ineligible to receive a salary increase until the salary range or longevity scale increases to incorporate the employee's pay rate.

(d) Advancements. An Advancement is defined as an extra pay increase that recognizes an employee's improved skill, knowledge, or capability. Some advancements also include a change in title to a higher position in the wage scale, but typically does not include a significant increase in the employee's responsibilities or supervisory duties (e.g., Maintenance Worker I to a Maintenance Worker II). Frontline (non-supervisory) employees who meet the requirements for an advancement established in each department will receive an automatic 5% wage increase. Employees that also move to a higher titled position will receive at least the minimum of the wage scale of the new position. Each employee in a frontline position is eligible for a maximum of two advancements, if the position allows. The wage increase becomes effective on the first pay period following the eligible advancement date.

(e) Interim Appointment. An Interim Appointment is defined as an employee accepting additional duties due to an extended vacancy of another position. Interim appointments do not apply to short-term absences such as vacations or sick leave. The interim appointment must be approved by the City Manager and by the City Council for Department Head positions. The employee shall receive a 10% increase for the first thirty (30) days of the interim appointment effective the beginning of the current pay period of the appointment. The employee shall receive an additional 3% increase per month following the first thirty (30) days. The additional increase(s) will be in effect at the beginning of the next pay period following the thirty (30) days. The Interim Appointment shall end at such time the position is filled or at such time the current employee returns to work without restrictions or is otherwise directed by the City Manager and/or the Mayor.

(f) Voluntary Demotions. An employee may submit a request to voluntarily demote. The Department Head has the discretion to accept or reject the request based on the needs of the department. If the demotion request is accepted, the employee's wage will be subject to negotiation based on demoted position, current wage scale at time of demotion, and experience.

5.090. Overtime.

The City Manager and/or Department Heads or designee may direct an employee to work overtime. Each department shall develop internal rules and procedures to ensure overtime usage is efficient and economical. These policies and procedures shall include:

1) Prior City Manager and/or Department Head approval for all overtime worked;

2) Recordkeeping guidelines for all overtime worked;

3) Verification of sufficient funds in the budget to compensate for overtime worked.

Overtime compensation standards are identified for each job title as either nonexempt or exempt.

(a) Eligibility. Except as otherwise provided herein for limited compensatory time, Exempt employees, as defined in Chapter 4, are not entitled to overtime compensation. Although working extra

hours beyond the scheduled workweek may be recognized through compensatory time off or additional straight time pay where authorized herein for extra hours worked.

Non-Exempt employees, as defined in Chapter 4, are entitled to overtime compensation in accordance with the terms and conditions set forth in this section.

(b) Authorization. Overtime hours of all employees shall be pre-approved by the City Manager and/or Department Heads. Overtime hours shall be authorized for personnel only when absolutely necessary to provide required services or to complete a required project. Every effort should be made by the City Manager and Department Heads to keep overtime hours to a minimum. Any employee who works unauthorized overtime may be disciplined.

(c) Overtime Hours.

i. Non-Exempt Employees. Overtime shall be paid when the employee actually works more than forty (40) hours per work week. Holiday, sick, vacation, compensatory time, or time off shall not be considered hours worked for purposes of calculating overtime compensation. Hours worked over two or more weeks may not be averaged.

ii. Exempt Employees. For each hour of approved overtime worked in excess of forty (40) hours per work week, an exempt employee shall accrue an hour of compensatory time. Such compensatory time for exempt employees is not required under the FLSA and shall be considered herein as non-FLSA compensatory time or limited compensatory time.

~~ii.~~ Fire Battalion Chief Employees. For each hour of approved overtime emergency call back or emergency shift coverage, the exempt employee shall have the option of choosing additional straight time overtime pay or accrue an hour of compensatory time. Such straight time pay or compensatory time for exempt employees is not required under the FLSA and shall be considered herein as non-FLSA compensatory time or limited compensatory time.

iii. Law Enforcement Employees. Overtime shall be paid when the employee actually works more than eighty (80) hours per 14-day work period. Holiday, sick, vacation, compensatory time, or time off shall not be considered hours worked for purposes of calculating overtime compensation. Employee's performing bona fide public safety services must meet the following criteria in order to be considered for overtime compensation:

1. Be a uniformed or plainclothes sworn officer;
2. Be empowered by local ordinance to enforce laws designed to maintain public peace and order, to protect life and property from accident or willful injury, and to prevent and detect crimes;
3. Have the power to arrest;
4. Be POST certified; and
5. Perform over eighty percent (80%) law enforcement duties.

iv. Fire Protection Employees. Overtime shall be paid when the employee actually works more than one hundred and six (106) hours per 14-day work period. Holiday, sick, vacation, compensatory time, or time off shall not be considered hours worked for purposes of calculating overtime compensation.

(d) Overtime Compensation Rate. All Non-Exempt employees shall be paid overtime compensation at the rate of time-and-one-half the employee's regular rate of pay for all overtime hours worked. Payments for overtime shall be issued on the regularly scheduled pay day for the work period in which it was earned. Employees may be granted compensatory time off in lieu of overtime compensation in accordance with the provisions of the FLSA.

Exempt employees may be granted limited compensatory time off at the straight time rate for all hours worked in excess of forty (40) hours per week. Fire Battalion Chief employees may be granted additional straight time pay at their straight time rate for hours of approved overtime emergency call back or emergency shift coverage for all hours worked in excess of ninety-six (96) hours or one-hundred and twenty (120) hours. FLSA Exempt employees shall not be paid cash for any overtime hours worked unless an exception is made by the City Manager.

5.100. Compensatory Time.

(a) Election. Non-Exempt employees may elect to receive compensatory time off in lieu of overtime payment in cash. Non-Exempt Employees desiring to obtain compensatory time off in lieu of overtime payment in cash shall note on their timecard.

(b) Accrual Limit. Non-Exempt employees shall accrue compensatory time at one and one-half hours of compensatory time for each hour of overtime worked. Employees who have elected to receive compensatory time in lieu of overtime payment in cash may accrue up to eighty (80) hours of compensatory time off; Fire protection employees working 24-hour shifts may accrue one hundred and twelve (112) hours of compensatory time off. Once an employee reaches the maximum, additional overtime shall be paid on the payday for the period in which it was earned. Employees may request the use of compensatory time off in accordance with the leave procedures set forth herein.

If a Non-Exempt employee's status changes to Exempt, the department head shall make every attempt possible to ensure that the employee's compensatory time earned while in Non-Exempt status is used by the end of the year. If it is not possible due to staffing or critical deadlines, the employee's compensatory time earned and not yet used while in Non-Exempt status shall be paid out on the first pay period ending in January at the rate of pay before the transfer took place.

Exempt employees may be granted compensatory time off at the straight time rate for all hours worked (including any hours worked on a holiday) in excess of forty (40) hours per week. For each hour of overtime worked over forty (40) hours, an Exempt employee shall accrue an hour of compensatory time. Fire Battalion Chief employees may be granted additional compensatory time off at their straight time rate for hours of approved overtime emergency call back or emergency shift coverage for all hours worked in excess of ninety-six (96) hours or one-hundred and twenty (120) hours.

Exempt employees may accrue up to eighty (80) hours of compensatory time off. Leave and holiday time within the work period may not count as hours worked when calculating compensatory time. Any compensatory time earned by an Exempt employee is not an entitlement, a benefit, nor a vested right. Any compensatory time earned by an Exempt employee shall lapse by the first pay period ending in January of each year.

If an Exempt employee's status changes to Non-Exempt, that employee's compensatory time earned while in Exempt status shall lapse if not used by the first pay period ending in January of the year after the transfer takes place. Exceptions may be granted at the discretion of the City Manager.

(c) Use and Rate. Department Heads and/or the City Manager shall arrange for an employee's use of compensatory time as soon as possible without unduly disrupting agency operations or endangering public health, safety, or property. Payments for compensatory time off shall be paid at the employee's regular rate of pay at the time the employee receives such payment. Exceptions to this overtime compensation policy may be granted by the City Manager, in accordance with the rules governing FLSA.

(d) Termination. Upon termination all accrued compensatory time will be paid out at the employee's regular rate of pay.

5.110. Holiday Pay.

Full-time Non-Exempt employees who are not engaged in bona fide Law Enforcement and Fire Protection services that are requested by their supervisor and/or department head to work on the actual City-recognized holiday (does not include the observed day) will be compensated at a rate of 1.5 times their hourly wage for each hour worked. This compensation will be in addition to any paid holiday leave provided by the City. For list of paid Holiday's see Section 8.090.

5.120. On-Call Pay.

Non-Exempt employees who are required to be assigned to on-call status will be issued a city communication device. Employees who are on-call shall carry a communication device, respond within thirty (30) minutes if contacted, and shall be expected to report to work if deemed necessary. Time responding to a call or reporting to work will be considered as hours worked and shall be recorded in thirty (30) minute increments on the employee's timecard. Employees who do not respond in a timely manner or do not report to work when deemed necessary may be subject to discipline up to and including termination.

On-call employees shall be paid $25 per calendar day and shall record on-call days on his or her timecard during that pay period.

5.130. Training Pay.

With City Manager approval, employees who are assigned by Department Heads, or their designee, to train new employees who they do not directly supervise may be eligible for training pay. This additional compensation shall be paid at the same rate as the City's on-call pay. To be eligible, the training employees must spend at least half of the daily scheduled work period directly training and overseeing the new employee. Employees submitting for training pay shall record the number of training days during that pay period on his or her timecard.

5.140. Emergency Call Back.

(a) Definition. For purposes of this policy, the definition of 'emergency' is an unscheduled event, typically related to an urgent matter of public safety, which causes an employee to be called in for work by his or her supervisor to meet an unplanned staffing need. Examples include a public safety incident such as a house fire, officer- involved shooting, snowplowing event, or water main break, which tends to require additional staff resources. An emergency is not something that is related to a scheduled event, such as asking an employee to come into work to work on something to meet a deadline or to attend training.

(b) Policy. When a non-exempt employee is called back due to an emergency and has prior written approval to use vacation leave, holiday leave or compensation leave within the same pay period, the employee will have the option of either taking the paid vacation leave, holiday leave or compensation time in addition to the callback hours worked; or the option to credit his or her accrued vacation leave, holiday leave or compensation time equal to the emergency callback hours worked. As previously indicated herein, only hours actually worked will be counted for purposes of calculating overtime.

5.150. Special Programs.

Special programs apply to employees who participate in programs outside of their regular employment, such as Seat Belt Enforcement, D.U.I. Enforcement, Metro Narcotics Task Force, Internet Crimes Against Children Task Force, Violent Fugitive Apprehension Strike Team, or other programs funded by federal or state grants. If the program pays a compensation rate of 1.5 times the employee's regular hourly rate, then the City will compensate the employee at the rate of 1.5 times his/her regular rate of pay for hours spent participating in the special program, regardless of whether the employee is accruing overtime during those hours.

Sworn Police Officers participating in special programs may count hour for hour as leave time for purposes of timekeeping with the City. Only vacation or banked holiday time may be utilized for such leave time and the leave time may only bring the employee up to eighty (80) hours for the pay period. With the exception of Metro Narcotics Task Force and the School Resource Program, hours worked in special programs are not considered hours worked for time keeping purposes.

5.160. Outside Overtime.

Outside overtime is defined as performing dedicated public safety related duties and services at the request of and on behalf of an outside organization, company or individual. Sworn Police Officers and Fire Personnel working outside overtime will be compensated at the rate of 1.5 times his/her regular rate of pay. Outside overtime shall be requested and scheduled directly with the Police or Fire Department. The Department shall set a standard fee to charge for outside overtime, which fee shall take into account the City's costs for salary, benefits, and usage of vehicles, equipment, and supplies.

Sworn Police Officers and Fire Personnel working outside overtime may not utilize the leave time outlined in the special programs policy.

5.170. Wildland Fire Program.

The City participates in state/federal sponsored wildland fire programs by sending firefighters to assist in fighting wildland fires in the western United States. The City will pay firefighters for actual hours worked while deployed on a Wildland Fire. However, for each day the employee would have been

regularly scheduled to work 24 hours, and on which the employee works on deployment, the City will pay the employee for 24 hours regardless of the number of hours actually worked. On the first pay period ending in December of each year, the employees who worked Wildland Fires will have the option to receive pay for vacation and/or holiday leave hours up to ten percent (10%) of the total number of paid deployed hours worked during that year. Employees may not be paid more than they have in their vacation and/or holiday leave banks.

5.180. Severance Pay.

(a) Eligibility. Only those individuals employed by the City in department head positions will be eligible for severance pay. Eligible employees will only receive severance pay if they are involuntarily terminated by the City and only in those instances where the involuntary termination was not a "for cause" termination. Department head employees who are involuntarily terminated for cause or who voluntarily terminate their employment with Syracuse City will not be eligible for severance pay.

(b). Payment Amount. Severance pay provided will be paid in the form of a lump sum payment to be paid upon termination. The amount of this payment to be provided to eligible employees will be calculated according to the following guidelines:

(1) All department head employees will be eligible for a minimum severance payment amount equal to three (3) months of their salary prior to their termination.

(2) Eligible employees will receive additional severance pay equal to two (2) weeks of their salary prior to termination for each year of employment with Syracuse City up to a maximum severance payment amount equal to four (4) month's salary.

CHAPTER 20
VEHICLE USE

20.010. Purpose.
20.020. Official City Business.
20.030. Use Agreement and Driver's License Verification.
20.040. Authorized Passengers Only.
20.050. Parking and Operation.
20.060. Vehicle Backing.
20.070. Secure Loads.
20.080. Vehicle Maintenance.
20.090. Vehicle Abuse.
20.100. Accidents.
20.110. Take-Home Vehicle Use and Rules.
20.120. Documentation of Vehicle Usage.
20.130. Qualified Non-Personal Use Vehicles.
20.140. Private Vehicle Use.
20.150. Failure to Comply.

20.010. Purpose.

The purpose of this Chapter is to establish guidelines for the use of City vehicles by employees. Employees using City vehicles shall comply with this Chapter. Employees failing to operate City vehicles in compliance with this Chapter shall be subject to disciplinary action up to and including termination.

20.020. Official City Business.

The use of City vehicles by employees shall be limited to official City business, provided that reasonable stops may be made while en route of City business or during break or lunch periods. All personal use of city vehicles is prohibited unless specifically approved herein or by the City Manager. Personal use includes:

(a) Commuting between residence and workstation;

(b) Vacation or weekend use;

(c) Use by spouse, dependents, or other non-employees;

(d) All vehicle use that is not for official City business

20.030. Use Agreement and Driver's License Verification.

Each employee using a City vehicle shall sign a Vehicle Use Agreement and Driver's License Verification Form prior to using a City vehicle and shall carry a valid Utah driver's license corresponding to the type of vehicle being operated. Employees operating City vehicles shall be at least eighteen (18) years of age. However, an employee who is 16 or 17 years old may operate a single deck mower or an off-highway vehicle (OHV) on City property after completing a department safety training. The City shall have the right to review the driving records of all employees in order to identify unsafe or uninsurable

drivers in accordance with the City driving record evaluation policy set forth in Chapter 15. City employees with poor driving records may be prohibited from driving City vehicles or prohibited from driving personal vehicles on City business or may be required to obtain high risk insurance. Any employee subject to this Chapter for authorized use of a City vehicle whose driver's license expires or is suspended or revoked shall immediately report such expiration, suspension, or revocation to the employee's department head. The department head shall immediately notify the Human Resources Manager of such expiration, suspension, or revocation. Any department head subject to this Chapter for authorized use of a City vehicle whose driver's license expires or is suspended or revoked shall immediately report such expiration, suspension, or revocation to the Human Resources Manager.

20.040. Authorized Passengers Only.

Unless otherwise stated, all non-City personnel are prohibited from riding in or operating any City-owned vehicles. This rule also includes any family of City employees unless authorized by the employee's supervisor or department head and only in limited circumstances.

In the event that non-City personnel do ride in a city vehicle, he or she is required to dress and conduct themselves in a safe, proper manner that will promote a positive image of the City and its employees.

In the case of Police Officers and Fire Personnel, any non-police and/or non-fire personnel will be discharged from the vehicle prior to the off-duty officer and/or fire personnel responding to an emergency response situation in which the non-police and/or non-fire personnel may be placed in danger. This will be done at a safe and convenient location. The officer or fire personnel may then respond. Non-police and/or non-fire personnel may ride in City-owned vehicles only when authorized by the Department Head.

20.050. Parking and Operation.

All employees using City vehicles shall operate the vehicle in a safe manner and in accordance with all State and local traffic regulations, including but not limited to, all posted and required speed limits. Employees shall exercise defensive driving skills to prevent accidents and shall wear a seat belt at all times the vehicle is in operation. The employee shall be responsible for any citation or parking ticket received for non-compliance with such regulations. The employee shall also ensure that all passengers in the vehicle wear a seat belt at all times the vehicle is in operation. Smoking is prohibited in all City owned vehicles.

20.060. Vehicle Backing.

When backing any City vehicle, another employee should assist the driver whenever possible. When a spotter is not available, the driver should walk completely around the vehicle before backing and carefully watch the area that he or she is backing into. When possible, employees parking a City vehicle shall pull through a parking stall or back into a stall.

20.070. Secure Loads.

Drivers of City vehicles shall be responsible to secure all loads adequately to ensure that items in their vehicles do not fall off or blow off in transit.

20.080. Vehicle Maintenance.

Employees are responsible for the daily care and general maintenance of City vehicles under their control or assigned to them, provided however, that no repair or other alteration to the vehicle shall be made without authorization from their supervisor. Any suspicions regarding mechanical problems or any equipment breakdown, defect or failure involving a City vehicle shall be reported immediately to the employee's supervisor. No supervisor should knowingly require a subordinate to operate an unsafe vehicle or equipment. The routine maintenance schedule is under the responsibility of each Department Head.

20.090. Vehicle Abuse.

Any employee abusing a City vehicle shall be subject to disciplinary action up to and including termination. Vehicle abuse includes any intentional or unintentional misuse or misapplication of any City vehicle for a purpose other than that for which it was intended. Vehicle abuse shall include, but shall not be limited to, failure to provide proper maintenance of the vehicle such as checking the oil, tires, and windows, and failure to observe normal driver responsibility.

20.100. Accidents.

Employees involved in a vehicular accident while driving a City vehicle or while on City business shall immediately contact the local law enforcement agency with jurisdiction and fill out the appropriate police report for the incident. As soon as reasonably practical, employees shall report any accident or damage involving a City vehicle or work-related injuries to their supervisor in accordance with the accident and injury reporting procedures set forth in Chapter 16. Any required post-accident drug and alcohol testing shall be conducted in accordance with applicable provisions of Chapter 13 and Chapter 14 regarding Drug and Alcohol Testing.

20.110. Take-Home Vehicle Use and Rules.

City vehicles in general are not permitted to be taken home or utilized for personal use by City employees. The following employees may be permitted to use City vehicles for commuting to and from work and for other work-related purposes:

(a) Police officers in accordance with the vehicle use policy set forth by the Police Department Policies and Procedures;

(b) City employees who are subject to being called out for emergency response for City services during normal off-duty work hours and who are authorized by their Department Head and the City Manager. Such employees, as authorized, include: Fire Chief, Deputy Fire Chief, Fire Marshal, Public Works Director, Public Work Superintendents, Facility Maintenance Superintendent, Facility Maintenance Technician, employees assigned to on-call duty for which they are being compensated, and any other employee as deemed appropriate by the City Manager

In addition to the policies established herein, any employee taking a City vehicle home shall adhere to the following conditions:

(a) All city take home vehicles shall only be used for City business and commuting or de minimis personal use;

(b) The distance to or from City Hall and the employee's home shall not exceed twenty-five (25) ~~seventeen (17)~~ road miles (one-way);

(c) The vehicle shall be parked, secured, and locked, and remain at the employee's home when it is not being used for official business;

(d) The vehicle shall be returned to the City when the employee is on leave for more than three (3) days, on administrative leave of any duration, suspended from duty, or upon the request of the supervisor;

(e) The employee shall be responsible for maintaining both the interior and exterior of the vehicle in a clean and safe condition (the City may provide cleaning supplies for employee use in maintaining City vehicles in accordance with this policy); and

(f) The employee shall be responsible for any tax liability incurred by the employee for taking the vehicle to and from work and shall provide any information required by the City to complete the relevant tax forms regarding such use.

(g) An employee authorized to take home a vehicle is required to respond to emergency situations upon request within a half an hour, unless authorized otherwise by his or her Department Head.

20.120. Documentation of Vehicle Usage.

To comply with IRS guidelines and requirements, the employees who are authorized to use City vehicles to commute to and from work as mentioned in subsection 21.110, with the exception of Police Officers, the Fire Chief, Deputy Fire Chief, and the Fire Marshal will have three dollars ($3.00) per scheduled work day added to the employee's gross income to have the appropriate federal and state taxes withheld.

(a) An employee who regularly takes a City vehicle home will be responsible to let his or her Department Head and the Human Resource Manager know when he or she does not take a City vehicle home to ensure he or she is not being taxed for personal use of the vehicle.

(b) An employee who is on call on a rotating basis and takes a City vehicle home less frequently, the employee and the Department Head will be responsible to let the Human Resource Manager, or designee, know when he or she takes the vehicle home to ensure compliance with the IRS guidelines and requirements.

Failure to comply with the policy herein will be subject to disciplinary action, up to and including termination.

20.130. Qualified Non-Personal Use Vehicles.

All use of a qualified non-personal use vehicle including commuting is excludable to employees as a working condition fringe benefit. As a result, all employees who drive a qualified non-

personal use vehicle as a take home vehicle are not required to record and substantiate usage of such a vehicle for tax purposes. Qualified non-personal use vehicles include any vehicle that the employee is unlikely to use for more than minimal personal use due to the vehicle's design.

Other City vehicles that do not fit within the category of a qualified non-personal use vehicle or are not under the IRS Safe Harbor rule are not automatically excludable under tax law.

20.140. Private Vehicle Use.

Employees normally shall use City vehicles for City business. Department heads may approve employee use of private vehicles for City business in limited circumstances. When circumstances require an employee to use his or her private vehicle for City business and such use has been approved by the employee's department head, the employee may be paid mileage reimbursement the amount specified in the Internal Revenue Code. The employee shall submit documentation of approved mileage to his or her department head for review and approval prior to reimbursement. Employees shall be required to maintain appropriate insurance for such vehicles and shall be responsible and liable for any damage to the same.

20.150. Failure to Comply.

Any employee who disregards the provisions of this Chapter may be subject to disciplinary action, up to and including termination.

FY 2023 - 2024 Wage Scale

Grade	Status	Position Title		Min	Max
414	Salary	City Manager		$127,827	$194,813
413	Salary	City Attorney		$122,017	$176,888
412	Salary	Police Chief		$113,014	$156,854
411	Salary	Public Works Director		$110,074	$153,275
410	Salary	Fire Chief		$106,667	$153,162
409	Salary	Administrative Services Director		$106,819	$151,183
408	Salary	Community and Economic Development Director		$105,915	$151,842
407	Salary	Parks & Recreation Director		$101,041	$141,090
406	Salary	Assistant Police Chief		$97,453	$ 135,155
405	Salary	Deputy Fire Chief		$94,142	$ 133,433
404	Salary	Battalion Chief		$88,670	$ 125,886
403	Salary	Police Lieutenant		$81,585	$115,416
402	Salary	Fire Marshal		$74,446	$106,026
401	Salary	City Recorder		$65,042	$93,145
355	Full-time	Assistant Parks & Recreation Director		$44.82	$62.25
354	Full-time	City Engineer		$41.41	$58.33
353	Full-time	HR Manager		$40.50	$59.01
352	Full-time	IT Manager		$39.60	$53.26
351	Full-time	Building Official		$35.95	$52.29
350	Full-time	Police Sergeant		$35.42	$50.57
349	Full-time	Recreation Manager		$33.91	$48.59
348	Full-time	Planner II		$33.88	$49.72
347	Full-time	Streets Superintendent		$32.53	$47.41
		Water Superintendent			
		Facilities Maintenance Superintendent			
		Environmental Superintendent			
346	Full-time	Park Maintenance Superintendent		$31.84	$47.81
345	Full-time	Police Officer III		$30.50	$42.69
~~345~~	~~Full-time~~	~~Battalion Chief~~		~~$30.45~~	~~$43.23~~
344	Full-time	Public Works Inspector III		$29.86	$42.30
343	Full-time	Water Maintenance Crew Leader		$29.43	$42.68
		Street Maintenance Crew Leader			
342	Full-time	Public Information Specialist		$28.40	$41.79
341	Full-time	Building Inspector III		$28.17	$38.91
340	Full-time	Police Officer II		$27.73	$38.81
339	Full-time	Public Works Inspector II		$27.15	$38.46
338	Full-time	Parks Maintenance Crew Leader		$26.52	$38.86
337	Full-time	Human Resources Specialist		$26.39	$37.46

Grade	Status	Position Title		Min	Max
336	Full-time	Fire Captain / Paramedic		$26.13	$35.37
335	Full-time	Engineering Tech		$25.92	$37.83
334	Full-time	Passport Program Manager / Deputy Recorder		$25.77	$36.89
333	Full-time	Court Clerk Supervisor		$25.68	$38.12
332	Full-time	Building Inspector II		$25.61	$35.38
331	Full-time	Police Officer I		$25.21	$35.28
330	Full-time	Public Works Inspector I		$24.68	$34.96
329	Full-time	Planner I		$24.29	$32.56
328	Full-time	Victim Advocate		$24.00	$34.60
327	Full-time	Street Maintenance Worker III		$23.79	$33.98
		Water Maintenance Worker III			
		Environmental Maintenance Worker III			
326	Full-time	Passport Agent / Deputy Recorder		$23.43	$33.54
325	Full-time	Building Inspector I		$23.28	$32.16
324	Full-time	Utilities Billing Supervisor		$23.12	$34.19
323	Full-time	Fire Captain		$23.05	$32.29
322	Full-time	Recreation Program Coordinator		$22.85	$32.75
321	Full-time	Parks Maintenance Worker III		$22.32	$32.40
320	Full-time	Fire Engineer / Paramedic		$21.71	$31.07
319	Full-time	IT Technician		$21.64	$31.02
318	Full-time	Administrative Professional		$21.55	$31.03
317	Full-time	Code Enforcement Officer		$21.55	$30.51
316	Full-time	Water Maintenance Worker II		$21.45	$30.89
		Street Maintenance Worker II			
		Environmental Maintenance Worker II			
315	Full-time	Parks Maintenance Worker II		$20.29	$29.38
314	Full-time	Fire Fighter III / Paramedic		$20.02	$27.06
313	Full-time	Utilities Billing Clerk		$19.27	$27.39
312	Full-time	Building Permit Technician		$18.89	$25.94
311	Full-time	Fire Engineer		$18.63	$27.99
310	Full-time	Museum Curator		$18.57	$25.52
309	Full-time	Events Coordinator		$18.51	$26.98
308	Full-time	Fire Fighter II / Paramedic		$18.48	$24.62
307	Full-time	Streets Maintenance Worker I		$18.43	$28.08
		Water Maintenance Worker I			
		Environmental Maintenance Worker I			
306	Full-time	Facilities Maintenance Technician		$18.24	$26.70
305	Full-time	Parks Maintenance Worker I		$18.18	$26.34

Grade	Status	Position Title		Min	Max
304	Full-time	Fire Fighter III		$16.94	$23.98
303	Full-time	Court Clerk II		$16.67	$24.23
302	Full-time	Fire Fighter II		$15.40	$21.54
301	Full-time	Court Clerk I		$15.15	$22.03
222	Part-time	Staff Accountant		$28.32	$40.75
221	Part-time	Building Inspector I		$23.28	$32.16
220	Part-time	Administrative Professional		$21.55	$31.03
219	Part-time	Fire Fighter III / Paramedic		$20.02	$27.06
218	Part-time	Passport Agent II		$19.26	$28.28
217	Part-time	Fire Fighter II / Paramedic		$18.48	$24.62
216	Part-time	Streets Maintenance Worker I		$18.43	$28.08
		Water Maintenance Worker I			
		Environmental Maintenance Worker I			
215	Part-time	Facilities Maintenance Technician		$18.24	$26.70
214	Part-time	Parks Maintenance Worker I		$18.18	$26.34
213	Part-time	Passport Agent I		$17.51	$25.71
212	Part-time	Fire Fighter III		$16.94	$23.98
211	Part-time	Court Clerk II		$16.67	$24.23
210	Part-time	Administrative Assistant		$15.54	$21.02
		Mail Clerk			
209	Part-time	Fire Fighter II		$15.40	$21.54
208	Part-time	Crossing Guard		$15.24	$20.95
207	Part-time	Court Clerk I		$15.15	$22.03
206	Part-time	Site Supervisor		$14.67	$21.33
205	Part-time	Fire Fighter I		$14.67	$20.51
204	Part-time	Front Desk Receptionist		$12.70	$18.04
203	Part-time	Recreation Assistant III		$14.00	$16.00
202	Part-time	Recreation Assistant II		$12.00	$13.12
201	Part-time	Recreation Assistant I		$9.76	$10.50
104	Seasonal	Streets Maintenance Worker		$18.43	$28.08
		Water Maintenance Worker			
		Environmental Maintenance Worker			
103	Seasonal	Administrative Assistant		$15.54	$21.02
102	Seasonal	Seasonal Fire Fighter		$15.40	$21.54
101	Seasonal	Land Maintenance Worker		$14.28	$18.84
		Intern			

COUNCIL AGENDA

October 24, 2023

Agenda Item **"i"** **Proposed Amendment to the Contract Policy Related to Grant Agreement Authorized Signer**

FACTUAL SUMMARY:

Staff is proposing an amendment to the Procedures Section (1)(b)(ix) of the Syracuse City Contract Signatory Delegation Policy which delegates signatory permission of grant agreements to the City Manager.

Staff is proposing the following change:

ix. Grant agreements~~.~~, unless otherwise delegated.

Staff is proposing the change due to the VOCA grant requiring more frequent certified assurances be executed over the grant cycle by the authorized signatory and rather than having the City Manager be the only authorized signatory, staff is requesting the change to reflect that the authorization could be delegated.

If Council would prefer to keep the signatory authorization for grant agreements as it is written, an alternative amendment could be to add another item under (1)(c), which specifies the situations in which department heads have signatory authorization.

The addition could be:

vi. Certified assurances for grant agreements.

The policy, with both proposed changes is included with the staff report.

ACTION ITEM:

Determine whether the Council would approve the change in the Policy and if so which change the Council would prefer.

Syracuse City Policy
Office of the City Recorder

PURPOSE

The purpose of this policy is to:

1. Delegate signatory authority of the Mayor to the City Administrator, Department Directors, and other City Administration Officials for contracts, agreements, obligations, deeds, leases, easements, lien releases, and other contract related documents (collectively referred to herein as "contracts").
2. Ensure all contracts follow the required routing procedure to obtain the proper signatures.

POLICY

It is the administrative policy of Syracuse City to:

1. Declare that contracts for services or expenditures included in the adopted Fiscal Year budget do not need to be presented to the Governing Body for approval, with the exception of professional service contracts (i.e., legal services, engineering services, audit services, etc.).
2. Declare that contracts for building improvements and public works projects where the estimated cost exceeds the bid limit, as defined in Section 11-39-101(1) of the Utah Code, shall be presented to the Governing Body for approval.
3. Declare that contracts for Class C road projects where the estimated cost exceeds the bid limit, as defined by Section 72-6-109 of the Utah Code, shall be presented to the Governing Body for approval.
4. Declare that annual Contracts that exceed $10,000 must be bid in accordance with the Syracuse City purchasing policy guidelines.
5. Designate the City Administrator, Department Heads, and other administrative officials as authorized signatories for contracts and other contract related documents as delegated by the Mayor.
6. Ensure that no contract is executed on behalf of the City until it has been through the required routing for proper signatures.
7. It is not the intention of this policy to restrict the Mayor's authority to make other delegations of authority for the execution of a specific contract or document, if made in writing and filed in the City Recorder's office.
8. Any employee violating any section of this policy shall be subject to discipline, up to or including termination, in accordance with the Syracuse City Personnel Policies and Procedures Manual.

PROCEDURES

1. Contractual Signature Authority
    a. Mayor. Not withstanding any delegation made herein, the Mayor retains exclusive signatory authority for the following:
        i. All documents requiring the Mayor's signature, because the authority may be non-delegable, or is delegable but has not been delegated under the authority of this policy.
        ii. All transactions involving the acquisition or sale of real property, or the granting of any encumbrance on City property, such as a deed of trust, mortgage, or easement.
        iii. Interlocal agreements.
        iv. Any document extending the credit of the City or otherwise establishing an indebtedness of the City. Such documents shall include, but are not limited to, promissory notes, lines of credit, bonds, and indentures. This does not include documents regarding credit extended by vendors to allow the City to make "purchases on account".
        v. Any document authorizing loans made by the City.
        vi. Any other authority not delegated herein.

    b. City Administrator
        i. Contracts for construction projects (such contracts may also be executed by other authorized officials as provided herein).

ii. Professional service agreements (agreements not exceeding $10,000 may also be executed by other authorized officials as provided herein).
iii. Other contracts of the City (contracts not exceeding $10,000 may also be executed by other authorized officials as provided herein).
iv. Long-term lease agreements of one year or more in duration.
v. Employee contracts or agreements.
vi. Retirement or employment termination agreements.
vii. Service/maintenance agreements (agreements not exceeding $10,000 may also be executed by other authorized officials as provided herein).
viii. Contract modification agreements/change orders (modifications or change orders **for projects other than construction projects** not resulting in an overall contract amount of $10,000 may also be executed by other authorized officials as provided herein).
ix. Grant agreements~~.~~, unless otherwise delegated.
x. Management contracts.
xi. Concession agreements. Short term concession agreements (for less than one year) may also be executed by other authorized officials as provide herein.

c. Department Heads
i. Short-term rental or license agreements affecting property managed or administered by the Department (i.e., meeting rooms, pavilions, other City facilities available for use, etc.). "Short term" refers to agreements for less than one year.
ii. Service/maintenance agreements of the Department not exceeding $10,000.
iii. Amendments, modifications, or change order made to agreements within the respective Departments **for projects other than construction projects**, so long as the revision will not result in an overall contract amount in excess of $10,000.
iv. Professional service agreements not exceeding $10,000 contracted for services within their respective Departments.
v. Contracts for construction projects not exceeding $10,000 contracted for services within their respective Departments.
vi. Certified assurances for grant agreements.

d. Community Development Director
i. Agreements guaranteeing completion of development requirements (i.e., offsite improvement agreements, landscaping, etc.).
ii. Partial release of lien or restriction of alienation agreements (subdivision, infrastructure improvements).
iii. Agreement with party conveying or guaranteeing installation of public improvements (includes escrow agreements and letter of credit agreements).
iv. Developer payback or holding strip agreements.

e. City Planner
i. Agreements guaranteeing completion of development requirements (i.e., offsite improvement agreements, landscaping, etc.).

f. Finance Manager
i. Release of liens evidencing the payment of a debt to the City (i.e., City abatement of public nuisances, SID assessments, judgment liens, etc.).
ii. Documents regarding credit extended by vendors to allow the City to make "purchases on account".

g. Division Managers
i. Service or maintenance agreements not exceeding $1,000 if the respective Department Head has delegated budgetary expenditure authority to the division manager according to Syracuse City Administrative Purchasing Policy.
ii. Professional Services Agreements not exceeding $1,000 if the respective Department Head has delegated budgetary expenditure authority to the division manager according to Syracuse City Administrative Purchasing Policy.
iii. Construction agreements $1,000 and under if the respective Department Head has delegated budgetary expenditure authority to the division manager according to Syracuse City Administrative Purchasing Policy.

2. Engineering Preparation and Review of Public Improvement Contracts
a. Contracts for the construction of public improvements are to be prepared and/or reviewed by the City's Engineer and Public Works Director. No such contract shall be executed by the City until approved by the Engineer and Public Works Director.

3. Contract Routing

a. The originating department generates the number of original contracts necessary for its purposes and obtains the signature of the vendor or outside agency, as well as the signature and/or initials of department personnel and Department Head prior to submitting the contracts to the City Recorder's Office for routing.
b. The originating department attaches a contract routing slip (see attached Sample A) to the contracts prior to submitting them to the City Recorder's Office for routing.
c. Original contracts are delivered to the City Recorder's Office for signature routing. The contracts received are entered into a master control ledger. Each contract is recorded by entering the name of the vendor or contracting party; the type of agreement (i.e., PC Loan Agreement, Water Main Extension Agreement, Professional Services Agreement, etc.); the date the contract is sent to each department; and the date the contract is fully executed.
d. The contract is then forwarded to each individual required to pre-audit, review, approve, and execute the contract. The contracts are to be returned to the City Recorder's Office after each individual signs in order for the City Recorder to record further routing.
e. After all signatures are obtained on the contracts, one original contract is retained by the City Recorder's Office. All other copies are returned to the originating department. A copy of the contract is submitted to the Finance Manager if requested.
f. Upon receipt of a contract without the vendor our outside agency signature, the City Recorder will contact the generating office to determine why the vendor has not executed the contract. If the contract does not require execution by the City first, it will be returned to the generating department to obtain vendor or outside agency signatures prior to processing.
g. Where more than one officer within a department is authorized to execute a type of contract on behalf of the City under this policy, each Department Head should advise the City Recorder as to who among such authorized officers will be primarily responsible for executing such documents, in order to better facilitate the routing process.

CONTRACT CHECKLIST (SAMPLE A)

Date:			
Contracting Agency:			
Project:			
Dept/Division:			
Contact:		**Phone:**	
Explanation/reason for agreement:			

Please verify and check off the following boxes before forwarding to the Recorder's Office for routing. If not applicable, indicate by lining through the item.

Contract is for: ☐ Public improvement/construction ☐ Goods ☐ Services

☐ Preliminary review by Attorney's Office – Name: _____

☐ Minimum of 2 (two) *original* copies of agreement. Does the agreement include the following:

- ☐ ***Original*** signature of contracting agency
- ☐ Address/phone # of contracting agency
- ☐ All exhibits (including scope of services)
- ☐ Notice of Award

☐ Insurance/Worker's Comp provisions/certificates

☐ Performance/payment bond

☐ Indemnification/hold harmless agreement

☐ Initials of Department Director/Division Manager

Purchasing procedures: ☐ Competitively bid ☐ Telephone quotes ☐ Other

☐ Sole source – ***SIGNED AUTHORIZATION MUST BE ATTACHED***

☐ Agreement requires expenditure of funds – budget account number(s): _____

☐ Amends previously approved agreement – agreement identifying number: _____

☐ Agreement will use grant funding – indicate agency: _____

To avoid delays in routing, please ensure ALL required information has been included as indicated above.

NOTES:	**ROUTING:**	**INITIALS:**
DATE:		
_____ _____	Recorder's Office	_____
_____ _____	❑ Finance Manager (if applicable)	_____
_____ _____	Recorder's Office	_____
_____ _____	❑ Attorney's Office-final review	_____
_____ _____	Recorder's Office	_____
_____ _____	❑ City Administrator	_____
_____ _____	Recorder's Office	_____
_____ _____	❑ City Council (if applicable)	_____
_____ _____	Recorder's Office	_____
_____ _____	❑ Mayor	_____
_____ _____	❑ Recorder's Office – attesting	_____
_____ _____	Identifying Number:	
_____ _____	Add'l agreements/copies returned	_____
_____		

COUNCIL AGENDA

October 24, 2023

Agenda Item **"j"**

Discussion Re: Proposed Amendments/Updates to the Syracuse City Annexation Policy Plan

Factual Summary

- Utah Code Ann. § 10-2-401.5 requires cities to adopt annexation policy plans in order to annex unincorporated areas into the city. In the plan, cities are required to develop an expansion area map and plan for future growth of the community for the next 20 years. The plan is intended to aid cities in planning for future expansions. Syracuse City adopted its first Annexation Policy Plan (the "Plan") in November of 2002, which is attached to this summation.

- Since its adoption, there have been changes to the city such that a review and update of the Plan may be warranted to best capture the city's current vision for the next 20 years of growth and expansion of the city. Some of the areas indicated on the Map attached will need to be updated to reflect properties that have already been annexed into the city. The Character of Syracuse section can be updated to include the 2022 Census numbers with the approximate population of 35,560 people, along with the other defining characteristics that accurately describe the city today rather than in 2002.

- One of the requested proposed additions to the Criteria section would be a more explicit statement indicating the city should not annex county roadways for the sole purpose of gaining contiguity for applicants when the applicant's property is not itself contiguous to the City. The intention behind this request would be to avoid the situation of the city taking on the maintenance and responsibility for an entire roadway to simply serve and access only one property while the surrounding properties remain in unincorporated county.

  For example, criteria number 6, which deals with public facilities could be amended to:

  Assures availability, maintenance, extension and/or adequate capacity of public facilities and services, including assuring the City is not adding burdensome maintenance and services such as annexing unincorporated rights of way for the sole purpose of creating contiguity to the City to serve only one or two properties.

- Another update for the Council to consider might be the inclusion of more specific criteria related to the City's policy when extending services for properties developing in the county and the requirements for adding improvements such as curb, gutter, sidewalk and laterals, etc. in anticipation that the property might be annexed into the city, but not be developed after incorporation.

Discussion Considerations

- Each annexation policy plan is required to have:
  - a map of the expansion area which may include territory located outside the county in which the municipality is located;

- a statement of the specific criteria that will guide the municipality's decision whether or not to grant future annexation petitions, addressing matters relevant to those criteria including:
  - the character of the community
  - the need for municipal services in developed and undeveloped unincorporated areas;
  - the municipality's plans for extension of municipal services;
  - how services will be financed;
  - an estimate of the tax consequences to residents both currently within the municipal boundaries and in the expansion area; and
  - the interests of all affected entities.
- Justification for excluding from the expansion area any area containing urban development within ½ mile of the municipality's boundary; and
- A statement addressing any comments made by affected entities made at the public meeting or within 10 days of the meeting.

- State code dictates that in developing, considering, and adopting an annexation policy plan, cities shall:
  - attempt to avoid gaps between or overlaps with the expansion areas of other municipalities;
  - consider population growth projections for the municipality and adjoining areas for the next 20 years;
  - consider current and projected costs of infrastructure, urban services, and public facilities necessary: to facilitate full development of the area within the municipality; and to expand the infrastructure, services, and facilities into the area being considered for inclusion in the expansion area;
  - consider, in conjunction with the municipality's general plan, the need over the next 20 years for additional land suitable for residential, commercial, and industrial development;
  - consider the reasons for including agricultural lands, forests recreational areas, and wildlife management areas in the municipality; and
  - be guided by the following principles:
    - If practicable and feasible, the boundaries of an area proposed for annexation shall be drawn:
      - Along the boundaries of existing special districts and special service districts for sewer, water, and other services, along the boundaries of school districts whose boundaries follow city boundaries or school districts adjacent to school districts;
      - To eliminate islands and peninsulas of territory that is not receiving municipal-type services;
      - To promote efficient delivery of services; and
      - To encourage the equitable distribution of community resources and obligations.

- If Council would like to update the Plan, the next steps would be to take the proposed amendments to the planning commission, The planning commission will first hold a public meeting on the proposed changes and review the Plan for compliance with UCA § 10-2-401.5. Entities affected by the changes will be provided with notice to submit comments prior to or at the meeting or for 10 days after the public meeting. The planning commission will then hold a public hearing to vote on a recommendation to be forwarded to the Council on any proposed changes.

Action Item:

Determine if the Council would like to update the Plan and if so, provide staff direction on changes the Council would like to incorporate in the Plan.

Syracuse City
Davis County, Utah
Annexation Policy Plan
Nov. 26, 2002

Syracuse City Annexation Policy Plan

November 26, 2002

STATEMENT OF PURPOSE. The City of Syracuse has determined it to be necessary to manage and access the impact and implementation of annexation goals of the Syracuse City Annexation Policy Plan and to promote health, safety, and welfare of the City.

CRITERIA FOR ANNEXATION. Syracuse City will favor a petition for annexation of territory in the areas outlined in "Appendix A" and pursuant to the following criteria. The City, in acceptance of an annexation petition shall confirm:

1. The petition for annexation complies with Utah State Code 10-2-403.

2. Promotes the goals of government to protect and promote the public health, safety and general welfare of the citizens of Syracuse, present and future.

3. Encourages systematic growth and development within the City and the keeping of a cohesive and orderly community.

4. Considers in conjunction with the Syracuse City General Plan the need over the next 20 years for additional land suitable for residential, commercial and industrial development.

5. Considers population growth projections for Syracuse City and adjoining areas for the next 20 years.

6. Assures availability, maintenance, extension and/or adequate capacity of public facilities and services.

7. Considers the City's future and current financial requisites for municipal services in developed and undeveloped unincorporated areas of Davis County.

8. Promotes the most efficient relationships between land uses in Syracuse City and its neighboring communities and service districts by avoiding gaps or overlaps with expansion areas of other municipalities.

9. Ensures the pace and quality of annexations shall be within the management capability of Syracuse City by the use of well-conceived land management practice.

AREA OF EXPANSION. Attached hereto as "Appendix A" is a map of the unincorporated territory into which Syracuse favors expansion of its boundaries

CHARACTER OF SYRACUSE CITY. Syracuse is a community located in the northwest part of Davis County. The population according to the 2000 US Census is approximately 10,000 people. The majority of the area is agriculture in nature but with high growth of residential dwellings and small amounts of land devoted to commercial and industrial uses. Annexations will continue to change the character of the community by removing agricultural land and placing the residential growth into a changing character of a bedroom community. Future annexations will characteristically harmonize with existing development patterns of Syracuse City, which is single family residential use intermixed with commercial development and institutional uses. It is essential to the citizens of Syracuse that the City should strive to maintain its historical character while managing new growth.

NEED AND FINANCING OF MUNICIPAL SERVICES. The needs for municipal services within future annexation area of Syracuse are extensive and will require detailed planning and implementation. The City's general plan and associated capital improvement plan will guide the City's development and replacement of municipal infrastructure and services. Nonetheless, continued growth of Syracuse City into unincorporated Davis County shall require funding of this growth from development as it occurs. The City will require development to install and pay for expansion of municipal services to newly annexed areas that impact the City by growth.

New annexations should create areas in which services can be provided efficiently. The annexation should not create topographically isolated areas, areas for which the provisions of services would be costly or difficult.

TAX CONSEQUENCES. Municipal finances used to provide services will be developed through property and sales tax revenue, user fees and impact fees from growth. If land use is changed to residential, there will be a significant tax increase, the amount depending on the value of the new residence(s). Property taxes collected from annexed areas, which go to the City, would be offset by the costs of providing services. New growth areas should be mainly considered as residential property tax, which historically, provides diminutive financial resources to the City. As a consequence, Syracuse shall aggressively pursue the development of sales tax revenue to support future growth of municipal services such as transportation, sanitation, police and fire protection. Annexation growth will require the City to develop commercial and tourism related tax support with limited property tax increases to residential property.

MUNICIPAL BOUNDARIES. Syracuse City will continue to expand mainly to the south and west of current city boundaries with limited growth to the north and

inconsequential growth to the east of current boundaries. The Great Salt Lake and wetlands to the south and west will eventually inhibit continued expansion into these areas, however, there are large expansion possibilities remaining within Davis County adjoining the Great Salt Lake and surrounding 3700 south. These areas will eventually annex into the City's corporate limits

The north boundary expansion of Syracuse has all but ceased with exception of a minor enlargement of the existing boundary immediately south of 700 south and west of 4000 west. Recent annexations by West Point City have inhibited future growth into this northwest area. Syracuse will continue to expand westerly towards 4500 west. Syracuse has purchased (from Hooper Water Improvement District) and operates culinary water lines within this West Point Annexation. Consideration of this culinary water service area should mandate annexations of the Wilcox property west of 4000 west. West Point City will require the majority of coordination with possible annexation areas. Syracuse has justified with West Point City not to annex the Manning property located west of 4500 west and north of 1200 south in order to not divide the ownership of the land between two municipalities. The City will annex all the territory south of 1200 south west to the Great Salt Lake.

Syracuse should also pursue acquisition of the undeveloped Tanner family property currently located within the corporate boundaries of Clearfield City, located next to the northeast of the current City boundary approximately 1200 south 1000 west. This property would prove very valuable in future expansion of the City's cemetery. The current east boundary lines with Clearfield and Layton will not be adjusted.

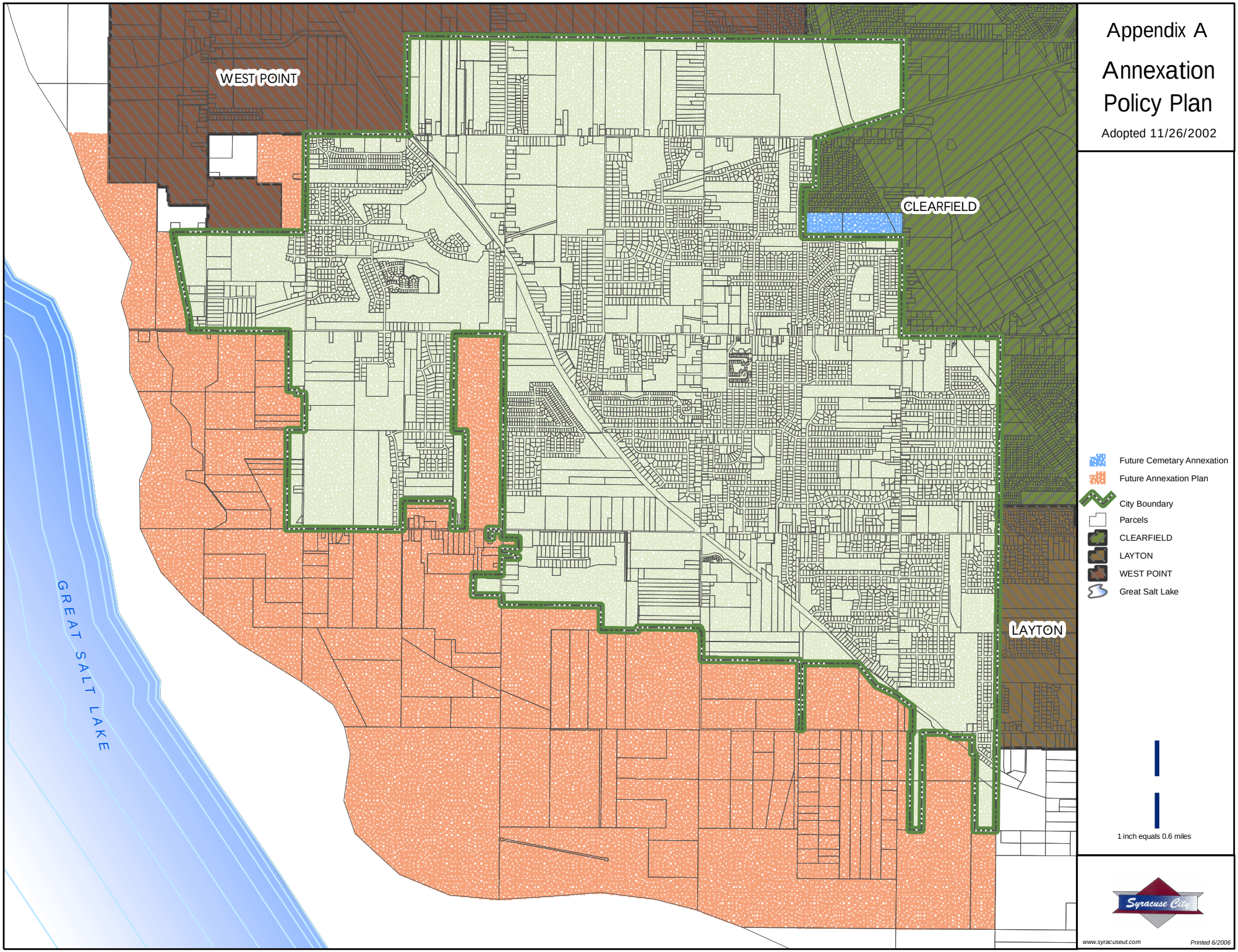
AFFECTED ENTITIES. Syracuse City has complied with section Utah State Code 10-2-401 in the adoption of the annexation policy plan. Davis County would be the primary affected entity by removal of land from county jurisdiction. There would negligible impact to the County. North Davis Sewer District and Davis County School District are entities, which serve the area and will be affected with future growth annexations. Syracuse received no statements from affected entities concerning the City's annexation plans. West Point and Syracuse have mutually agreed to coordinate boundaries near 700 south and 4500 west. These boundaries are identified on Appendix A

Approved and adopted by the City Council of Syracuse, Davis County, Utah this 26th day of November, 2002 as attested by the following signatures.

_____ _____

Fred Panucci, Mayor

Kathryn W. Holt, City Recorder
-Attest-



Appendix A

Annexation Policy Plan

Adopted 11/26/2002

Future Cemetary Annexation
Future Annexation Plan
City Boundary
Parcels
CLEARFIELD
LAYTON
WEST POINT
Great Salt Lake

1 inch equals 0.6 miles

Syracuse City

www.syracuseut.com

Printed 6/2006

COUNCIL AGENDA
October 24, 2023

Agenda Item **"k"** Discussion on Drafting a Letter to the State Legislature Regarding Housing and Land Use Authority

Background

Mayor Maughan received an update at the October COG meeting regarding potential legislation designed to address the statewide housing issue and land use authority between the state and cities. The Davis COG is requesting cities to consider writing letters to the legislature that outline the measures they have already taken to improve the housing situation.

This item came up recently, so no information could be made available but further discussion will be possible on Tuesday at the meeting.

Discussion Goals

1. Discuss the issues related to the requested letter and if Council desires to send a letter from the City, provide direction to the Administration on items to be included in the letter.