



## South Salt Lake City Council Work Meeting Agenda

Public notice is hereby given that the **South Salt Lake City Council** will hold a Work Meeting on **Wednesday, December 13, 2023** in the City Council Chambers, 220 East Morris Avenue, Suite 200, commencing at **6:00 p.m.**, or as soon thereafter as possible.

**To watch the meeting live click the link below to join:**

<https://zoom.us/j/93438486912>

Watch recorded City Council meetings at: [youtube.com/@SouthSaltLakeCity](https://www.youtube.com/@SouthSaltLakeCity)

Conducting: Council Chair Bynum

### **MATTERS FOR DISCUSSION:**

- |   |                |
|---|----------------|
| 1. Appointment of Deputy City Attorney              | Mayor Wood     |
| 2. Fire Department Annual Report                    | Terry Addison  |
| 3. Accessory Dwelling Unit (ADU) Ordinance Overview | Eliza Ungricht |

Adjourn

Posted December 8, 2023

Those needing auxiliary communicative aids or other services for this meeting should contact Ariel Andrus at 801-483-6019, giving at least 24 hours' notice.

In accordance with State Statute and Council Policy, one or more Council Members may be connected electronically.

Have a question or concern? Call the connect line 801-464-6757 or email [connect@sslc.gov](mailto:connect@sslc.gov)

### **CITY COUNCIL**

#### **MEMBERS:**

LEANNE HUFF  
COREY THOMAS  
SHARLA BYNUM  
PORTIA MILA  
PAUL SANCHEZ  
NATALIE PINKNEY  
CLARISSA WILLIAMS

ARIEL ANDRUS  
CITY RECORDER  
220 E MORRIS AVE  
SUITE 200  
SOUTH SALT LAKE  
UTAH  
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SSLC.GOV

**CITY OF SOUTH SALT LAKE  
CITY COUNCIL WORK MEETING**

**COUNCIL MEETING** **Wednesday December 13, 2023  
6:00 p.m.**

**CITY OFFICES** **220 East Morris Avenue  
South Salt Lake, Utah 84115**

**PRESIDING:** **Council Chair Sharla Bynum**  
**CONDUCTING:** **Council Chair Sharla Bynum**

**COUNCIL MEMBERS PRESENT:**

Sharla Bynum, LeAnne Huff, Portia Mila (via Zoom),  
Paul Sanchez, Natalie Pinkney, Corey Thomas, Clarissa Williams

**COUNCIL MEMBERS EXCUSED:**

None

**STAFF PRESENT:**

Mayor Cherie Wood  
Josh Collins, City Attorney  
Jack Carruth, Police Chief  
Terry Addison, Fire Chief  
Darren Carr, Deputy Police Chief  
Jonathan Weidenhamer, Community & Economic Development Director  
Eliza Ungricht, Deputy Community Development Director  
Yasmin Abbyad, Emergency Management Coordinator  
Dawn Emery, City Planner  
Danielle Croyle, Public Information Officer  
Jessica Potter, Executive Assistant  
Ariel Andrus, City Recorder  
Sara Ramirez, Deputy City Recorder

**Matters for Discussion**

**1. Appointment of Deputy City Attorney**

Mayor Wood presented Brie Brass to the Council. This item was added to the Work Meeting agenda for initial discussion per Council rules. The appointee, Ms. Brass, will be presented for the Council's consent and approval in the Regular Meeting.

The appointee's resume, a copy of which is attached and incorporated by this reference, has also been provided to the Council.

**2. Fire Department Annual Report**

Fire Chief, Terry Addison, went over the presentation and highlighted some key information about the Fire Department's statistics from this last fiscal year (July 2022-June 2023).

The department had a total of 7,554 calls for service, which is an increase of over 200 calls from the previous year and drove a total of 120,051 miles within the 6.94 square miles of the City.

He broke down the numbers between the department's expenditures, fire calls, medical calls, the types of properties affected, and EMS statistics. About 89% of the Department's budget covers salaries and benefits, 9.2% covers operational costs, with the rest being divided between training, fire prevention, and other requirements.

He also broke down the way that ambulance service payments are received by the department, with the largest payments coming from Medicaid (53.6%), and the second largest payments from primary insurance (37.7%).

The department spent a total of 4,100 hours training on fire-related subjects like fire prevention, fire training, hazardous materials, management leadership, physical training, and a total of 4,288 hours on medical-related subjects.

He thanked the City and the Council for their continued support as they continue to serve the residents and businesses of South Salt Lake.

A copy of the presentation is attached and incorporated by this reference.

### **3. Accessory Dwelling Unit (ADU) Ordinance Overview**

City Planner, Dawn Emery, and Deputy Community Development Director, Eliza Ungricht, went over what their department has been working on regarding an ADU Ordinance. H.B. 82 was passed in 2021 that legalized internal accessory dwelling units statewide. The City has not yet addressed internal or external ADU's.

Ms. Emery said that the goal is to create an Ordinance that provides for well-designed ADU's that support affordable housing in the City, avoid non-conforming structures that do not compliment the primary structure, determines the adequate design, size, setback, and parking standards, and that is in conformance with State law.

In the work that's been done so far, staff has added two definitions for Internal Dwelling Unit (I-ADU), and External Dwelling Unit (E-ADU). Internal ADU's are within a primary dwelling, within the footprint of the primary dwelling, connected by living space, and for the purpose of offering a long-term rental of 30 consecutive days or longer. External ADU's are units that are not a part of the primary structure and don't share a common wall or connecting space.

Additional staff recommendations include allowing ADU's in the R1 and RM Zones, up to one internal ADU and one external ADU per lot, a business license for each ADU that is rented out, a separate address from the primary structure (i.e. 3165a, 315b) that was requested by the Fire Marshall for clarity on any emergency response calls, must be owner occupied, no short-term rentals allowed.

She presented some of the options staff is presenting when it comes to parking that would range from either no regulation, regulate parking based on the size of the ADU, or regulate parking based on the number of bedrooms, staff would also consider giving a reduction if within

a transit zone. Presently, staff is recommending that one parking space be required for an Internal ADU, and two parking spaces for an External ADU.

Ms. Emery also went over different options to regulate ADU sizes, setbacks, design, and other standards that staff has considered to avoid issues like the decline of surrounding property values or public safety issues.

Council Member Williams asked about people who have already done modifications to their home and what would happen.

Ms. Emery said that they would rely on code enforcement to know who is renting their mother-in-law or not and that it would mainly come down to complaints from residents to approach any violations from a code enforcement standpoint.

Council Member Pinkney asked about the parking requirement options.

Ms. Emery reemphasized that staff's recommendation is to require one parking space for internal ADU's and two parking spaces for external ADU's. The City isn't large, and she said that they want to avoid all sorts of potential issues.

Council Member Pinkney also asked why staff is recommending for there to be no greenery allowed on ADU roofs.

Ms. Emery said that it falls under their general recommendation of no rooftop patios. Any potential watering or spring run-off issues is something they would want to avoid in consideration of surrounding neighbors.

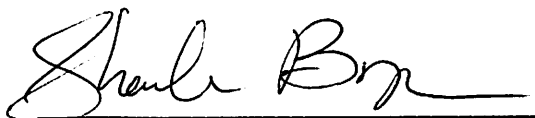
A straw poll was taken between the Council Members to get an idea of where they were at regarding ADU parking regulation. Most of the Council Members agreed with Option 2 and stated that there at least needed to be some restrictions on parking due to smaller city streets, numerous parking complaints over the years, and potential snow removal issues.

Ms. Emery said that staff will continue to work on putting together an Ordinance and will have an update in the future.


A copy of the presentation is attached and incorporated by this reference.



The meeting adjourned at 6:50 p.m.

A handwritten signature in cursive script, appearing to read "Sharla Bynum", written over a horizontal line.

Sharla Bynum, Council Chair

A handwritten signature in cursive script, appearing to read "Ariel Andrus", written over a horizontal line.

Ariel Andrus, City Recorder

Jan

**REPRESENTING**

[illegible]

**BRIANNE M. BRASS**

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**BAR**

**ADMISSIONS:** Licensed to practice law in the State of Utah and in the United States District Court for the District of Utah.

**EXPERIENCE:**

**Syracuse City Attorney's Office, Syracuse, Utah**

City Attorney, 2022-Present

- Screen cases for criminal charges and file appropriate charges.
- Represent the City at all stages of criminal prosecution.
- Supervise legal staff and perform BCI TAC responsibilities.
- Supervise and oversee Victim Services Program for Syracuse, Clinton and Sunset, including grant management.
- Perform legal research and write legal briefs for varying topics related to municipal and other related areas of the law.
- Prepare writs, subpoenas, warrants, petitions, affidavits, contracts, ordinances, city policies and procedures and other legal memorandums.
- Correspond with opposing counsel, community members, and law enforcement agencies.
- Coordinate with community members and other agencies on special community projects.
- Provide legal advice to City Council and Planning Commission.
- Review documents in advance of, and attend, Syracuse City Council and Planning Commission meetings.
- Attend development review meetings and provide legal advice to community development planning staff.
- Draft and review ordinances for the City Council.
- Draft and negotiate contracts on behalf of the City.
- Represent the City at administrative law hearings, adjudicating violations of international fire code, international building code, and Syracuse City code.
- Extend training to and advise law and code enforcement.
- Provide leadership training to managers and supervisors.
- Advise department heads and human resource director on employee related matters such as disciplinary action and employment appeals.
- Provide training related to human resources and review all policies for compliance with applicable federal and state labor laws.

**South Salt Lake City Attorney's Office, South Salt Lake City, Utah**

Deputy City Attorney, 2021-2022

- Screened cases for criminal charges and filed appropriate charges.
- Represented the City at all stages of criminal prosecution.
- Supervised prosecution staff and performed BCI TAC responsibilities.
- Performed legal research and wrote legal briefs.
- Prepared writs, subpoenas, warrants, petitions, affidavits, contracts, ordinances, city policies and procedures and other legal memorandums.

**BRIANNE M. BRASS**

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- Corresponded with opposing counsel, community members, and law enforcement agencies.
- Coordinated with community members and other agencies on special community projects.
- Advised city planning department and planning commission members.
- Reviewed documents in advance of, and attended South Salt Lake Planning Commission meetings.
- Attended development review meetings and provided legal advice to community development planning staff.
- Drafted and reviewed ordinances for the City Council.
- Drafted and negotiated contracts on behalf of the City.
- Represented the City at administrative law hearings, adjudicating violations of international fire code, international building code, and South Salt Lake City code.
- Extended training to and advised law and code enforcement.

**Clearfield City Attorney's Office, Clearfield City, Utah**

Assistant City Attorney, 2016-2021

- Screened cases for criminal charges and filed appropriate charges.
- Represented Clearfield City at all stages of criminal prosecution.
- Performed legal research and wrote legal briefs.
- Supervised prosecution support staff.
- Prepared writs, subpoenas, warrants, petitions, affidavits, ordinances, city policies and procedures and other legal memorandums.
- Corresponded with opposing counsel, community members, and law enforcement agencies.
- Coordinated with community members and other agencies on special community projects.
- Advised city planning department and planning commission members.
- Negotiated and drafted contracts.
- Supervised the Community Development Block Grant program for Clearfield City.
- Extended training to and advised law and code enforcement.

**Cowdell & Woolley, South Salt Lake City, Utah**

Attorney, 2016

- Screened and filed appropriate criminal charges.
- Represented the South Salt Lake City and Taylorsville at all stages of criminal prosecution.
- Supervised prosecution support staff.
- Performed legal research and wrote legal briefs.
- Prepared writs, subpoenas, warrants, petitions, affidavits, and other legal documents.
- Corresponded with opposing counsel, community members, and law enforcement agencies.

**Brown Law, Sandy, Utah**

Attorney, 2015-2016

- Met with and counseled clients on family law matters.
- Appeared at various civil and administrative hearings and mediations on behalf of clients.
- Represented clients at mediation.
- Negotiated with opposing parties and counsel.
- Performed research on substantive state and federal rules, codes, precedents and other legal issues.

**BRIANNE M. BRASS**

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- Drafted civil complaints, responses, and other pleadings.
- Wrote motions, memorandums, and miscellaneous correspondence.

**Salt Lake City Prosecutor's Office**, Salt Lake City, Utah  
Attorney, 2013-2014

- Screened and filed appropriate criminal charges.
- Represented Salt Lake City at all stages of criminal prosecution.
- Represented the Salt Lake City at Homeless Court and Veterans Court.
- Performed legal research and wrote legal briefs.
- Prepared writs, subpoenas, warrants, petitions, affidavits, and other legal documents.
- Corresponded with opposing counsel, community members, and law enforcement agencies.
- Coordinated with community members and other agencies on special community projects.

**EDUCATION: Gonzaga University School of Law**, Spokane Washington  
Juris Doctor, 2010

Dean's List 2010  
CALI Award for Excellence in Legal Research & Writing

**University of Utah**, Salt Lake City, Utah  
B.A. English Literature, 2008  
B.A. News Editorial Communications, 2008

*Cum Laude*  
Dean's List 2005-2008



# ANNUAL REPORT

JULY 2022 - JUNE 2023



# OUR PEOPLE

## IGNITING EXCELLENCE

Behind these images lie the stories of courage, the bonds of family, and the commitment to keeping our community safe. Meet the people who light the way and stand as one.







# OUR **MOTTOS**

## MISSION STATEMENT

The South Salt Lake Fire Department endeavors to protect lives and property with dedicated people providing exceptional service to our community's diverse needs.

## PHILOSOPHY AND GOALS

- Safety of our firefighters, residents, and businesses
- Customer service to our residents and businesses
- Be nice!

## COMMITMENTS

- Obey the law and comply with policies and procedures
- Promote a positive work environment
- Work safely
- Maintain confidentiality of sensitive information, employee records and private information
- Avoid conflicts of interest



## CODE OF ETHICS & CORE VALUES

### Accountability

We act responsibly and adhere to the agency Code of Ethics at all times.

### Communication

We communicate effectively, timely and accurately.

### Diversity

We appreciate and support diverse backgrounds, perspectives, and ideas.

### Equity

We promote justice, fairness and a commitment to others.

### Excellence

We work at the highest level of performance, delivering services of high quality in a competent and timely manner, with a commitment to continuous improvement.

### Integrity

We are honest and trustworthy.

### Respect

We recognize the dignity of the people served as well as our fellow employees.

### Stewardship

We manage public resources responsibly and efficiently.







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# YOUR **FIRE** CHIEF

It is my pleasure to share the South Salt Lake Fire Department’s FY2023 annual report with you. With the help and support from the Mayor and City Council this year we received our new Pumper Engine and Tractor Drawn Aerial which you will see later in this report. We also updated our Personal Protective Equipment to include our new Black Bunker Gear that will provide added protection to our firefighters when they combat structure fires and provide a second set to change into while this new set is being cleaned. By doing so, we are limiting the exposure to cancer-causing agents for our personnel. Three new ambulances were ordered in preparation for the future growth of our downtown and have started the preparation to make our living quarters more inclusive, diverse, and accommodating.

Again, this past year has set records for our department with an ever-increasing call volume that has required our resources more than in previous years. The city suffered a total of \$2,515,484 in property loss due to fire and responded to 7,554 emergency calls for service. The men and women, your firefighters, have stepped up and provided exceptional service to all they encounter. These superb emergency responders have completed numerous business inspections over the year where they focus on life-safety topics, pre-planning for emergencies, and community partnership building.

We look forward to a new year of exciting opportunities as we watch our city grow, while also looking for ways to improve service to the community, and are grateful for the support our community provides and are equally grateful to be able to serve you in a manner with compassion, integrity and professionalism. Thank you for your trust.

Terry Addison  
Fire Chief



“...grateful to be able to serve you in a manner with compassion, integrity and professionalism. Thank you for your trust.”



## AT A **GLANCE**



**6.94**

SQUARE MILES IN CITY



**26,777**

RESIDENTIAL POPULATION



**\$10,504,600**

FIRE DEPARTMENT BUDGET



**3**

FIRE STATIONS



**74**

TOTAL PERSONNEL



**69**

SUPPRESSION PERSONNEL



**7,554**

TOTAL CALLS FOR SERVICE



**6,295**

MEDICAL CALLS



**1,259**

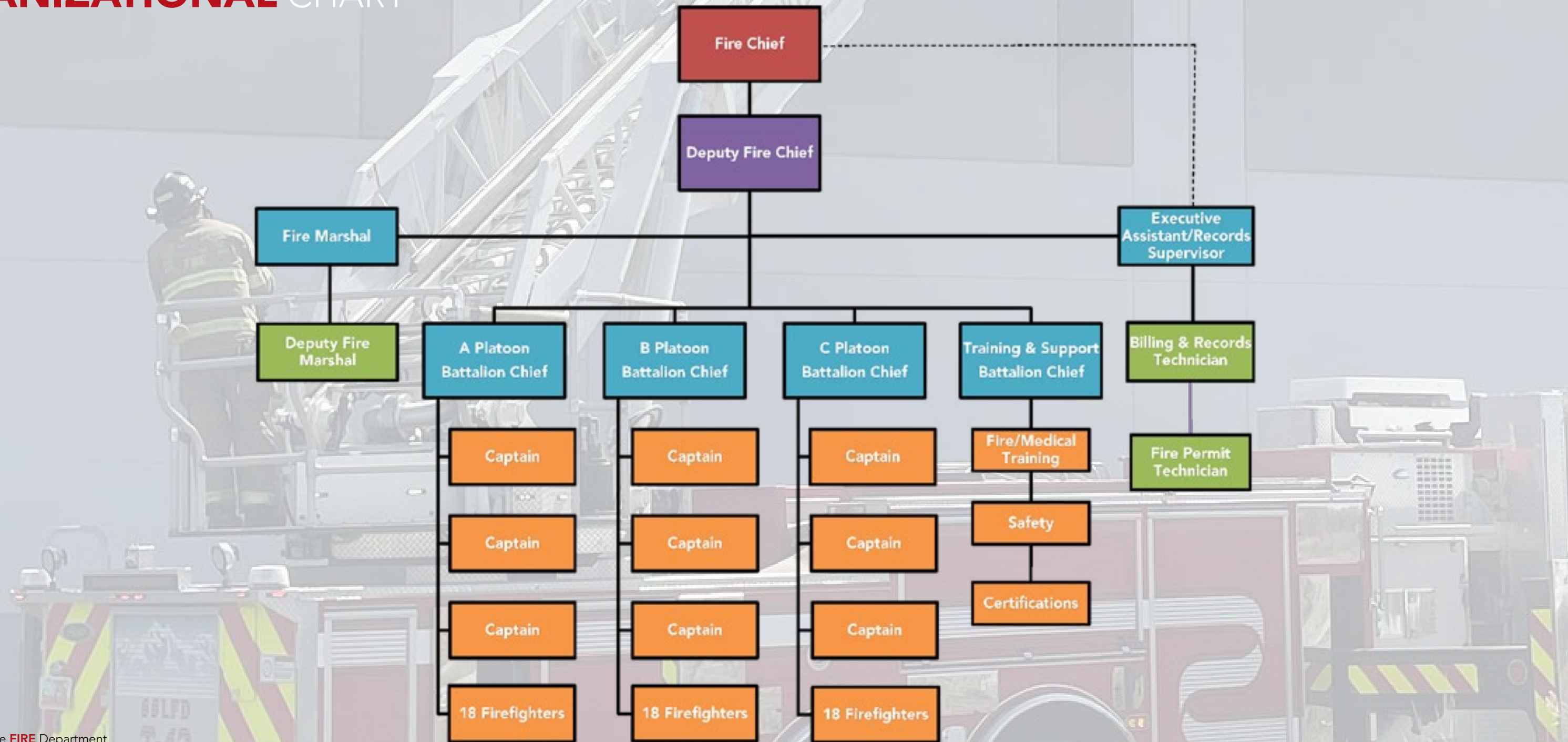
FIRE CALLS



**120,051**

TOTAL MILES DRIVEN

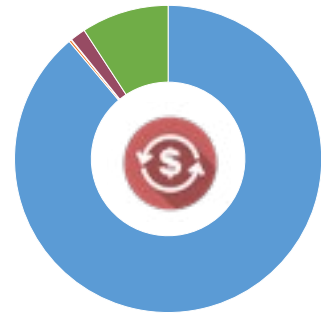
# ORGANIZATIONAL CHART



# STAFFING PROFILE

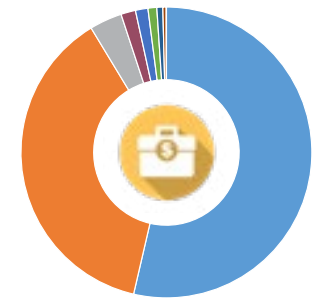
POSITION	SSL Fire
Fire Chief	1
Deputy Chief	1
Battalion Chief	4
Captain	9
Engineer	9
Firefighter / Paramedic	20
Firefighter / EMT	25
Suppression Total	69
Fire Marshal	1
Deputy Fire Marshal	1
Professional Staff	3
Personnel Total	74





EXPENDITURES

Salaries & Benefits - 88.9%	\$9,335,500
Training - 0.3%	\$26,000
Fire Prevention - 0.06%	\$6,500
Other Requirements - 1.6%	\$170,000
Operations - 9.2%	\$966,600
<b>TOTAL</b>	<b>\$10,504,600</b>



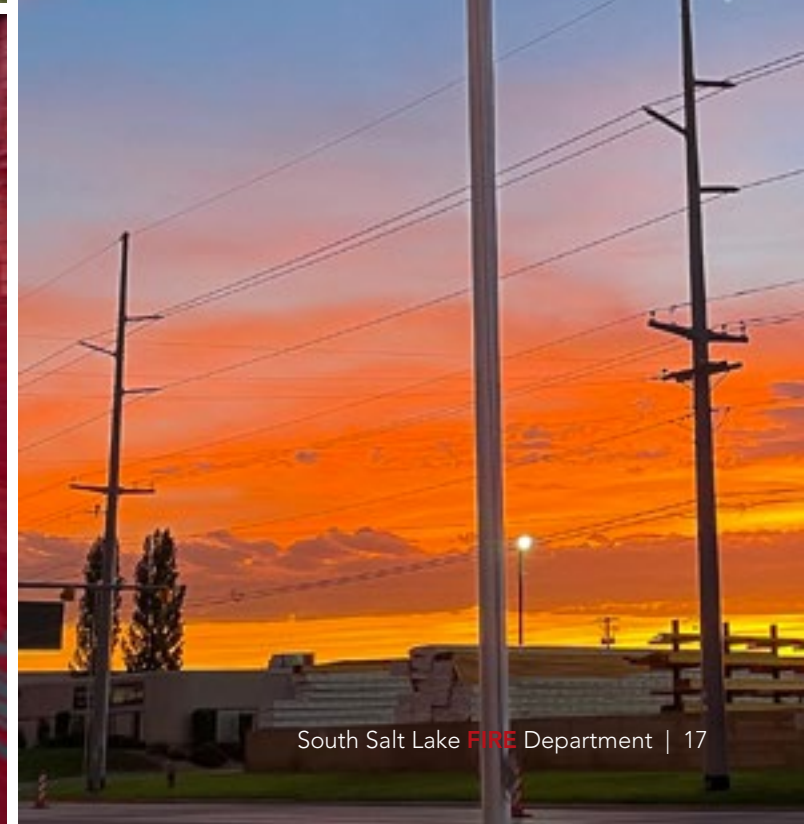
AMBULANCE PAYMENTS

Medicaid	53.6%
Insurance - Primary	37.7%
Medicare - Part B	3.6%
Online Pay	1.6%
Check	1.4%
Credit Card	1%
Auto Insurance	0.7%
Insurance - Secondary	0.4 %
Private Cash	0%



AT A GLANCE **BUDGET**  
FY 22/23









CALLS FOR **SERVICE**

FIRE CALLS

INCIDENT TYPE	FY 21/22	FY 22/23
Residential Fire	56	68
Structure Fire	19	17
Vehicle Fire	33	39
Outside Fire	54	46
Vegetation Fire	29	30
Other Fire	3	3
Rescue	16	27
False Alarm	297	350
Hazardous Material	85	93
Other Response	573	586
FISCAL YEAR TOTAL	1,165	1,259
% Increase		8.07%

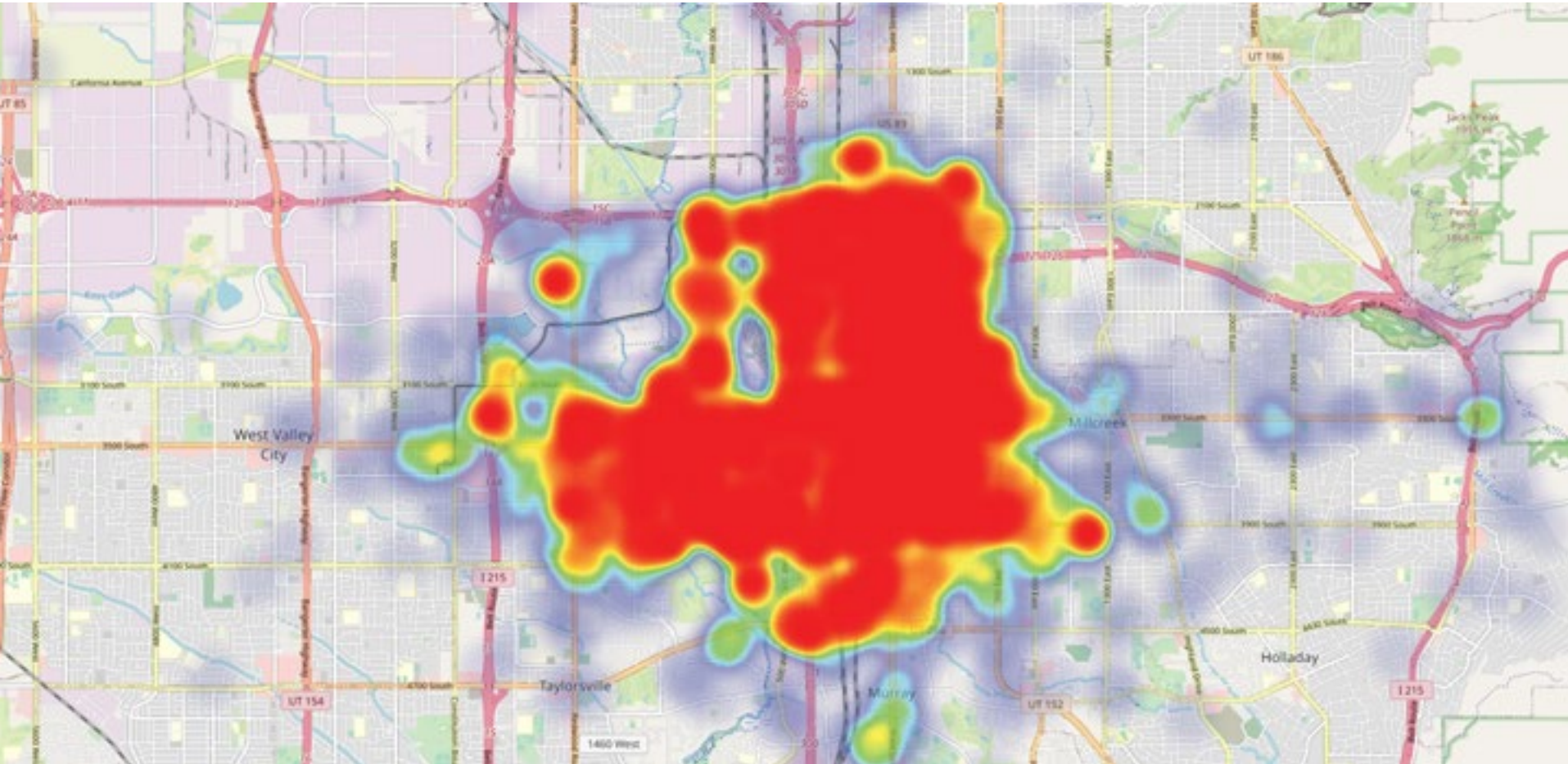
MEDICAL CALLS

INCIDENT ZONE	FY 21/22	FY 22/23
Station 41	2,041	2,099
Station 42	1,816	1,647
Station 43	1,367	1,439
UFA	441	559
West Valley City	295	269
Salt Lake City	97	115
Murray	118	163
Other	11	4
FISCAL YEAR TOTAL	6,186	6,295
% Increase		1.76%



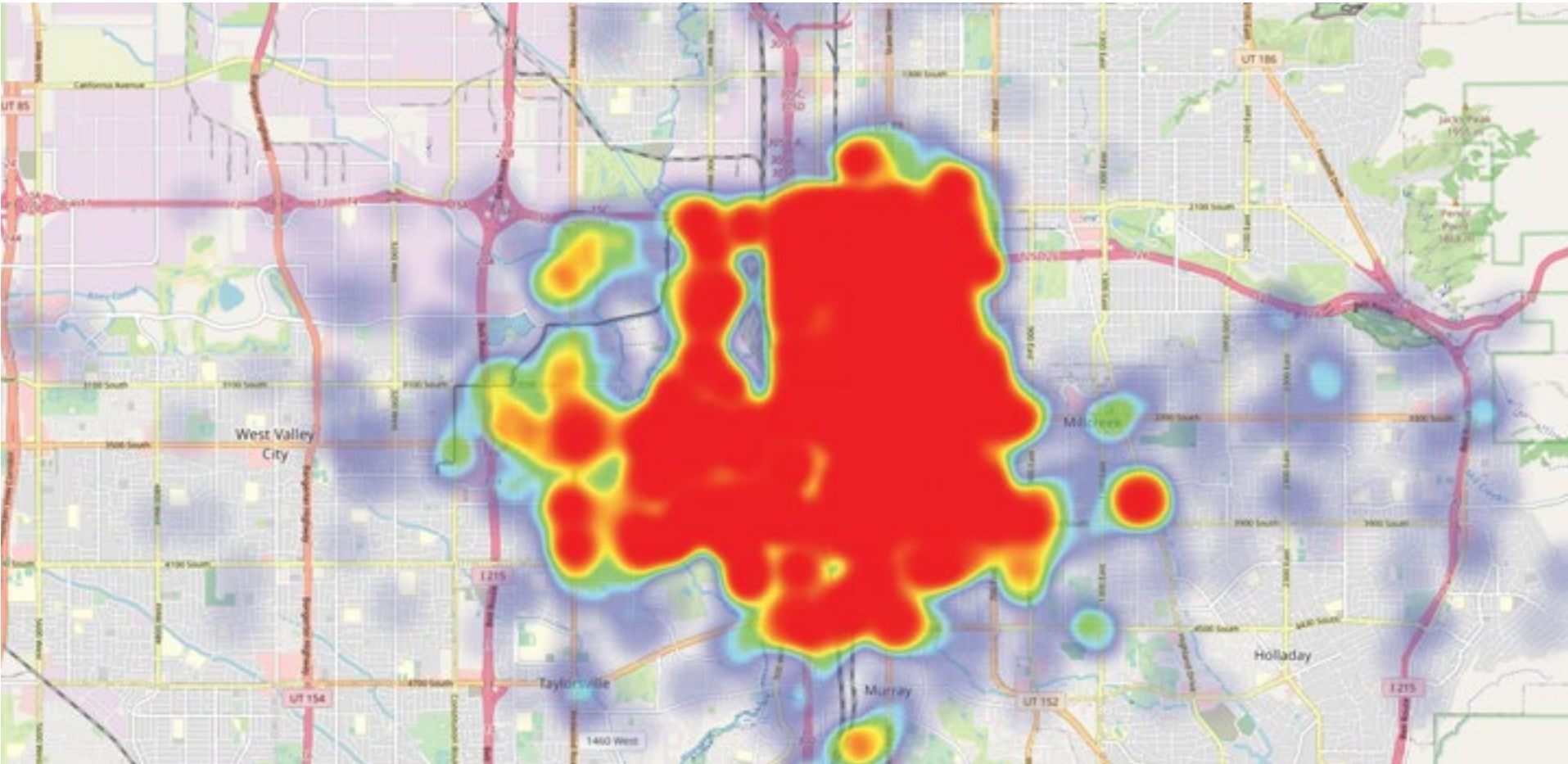
# INCIDENT RESPONSE **MAPS**

FIRE INCIDENTS



July 2021 - June 2022

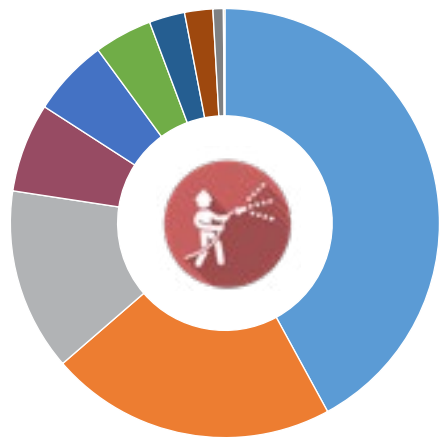
EMS INCIDENTS



July 2022 - June 2023

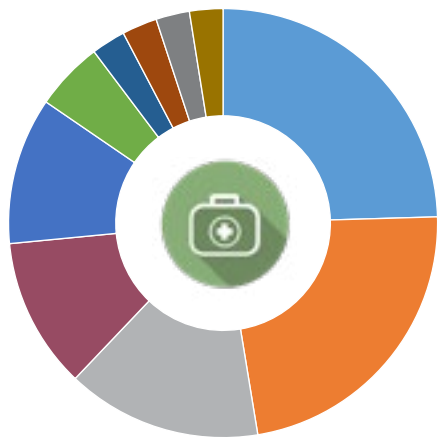


# INCIDENT RESPONSE STATISTICS



FIRE INCIDENTS BY PROPERTY USE

Residential	42%
Outside or Special Property	22%
Mercantile, Business	14%
Assembly	7%
Storage	6%
Health Care, Detention & Correction	4%
Manufacturing, Processing	3%
Industrial, Utility, Defense, Agriculture, Mining	2%
Educational	1%
Common Values	0%



EMS INCIDENTS BY LOCATION - TOP 10

Apartment	1,269
Street and Highway	1,183
Homeless Shelter	760
Single-family House	588
Prison / Jail	573
Parking Lot	268
Gas Station	137
Hotel / Motel	133
Nursing Home	131
Private Commercial Establishments	130







Incident Complaint Reported By Dispatch	2022					
	Jul	Aug	Sep	Oct	Nov	Dec
Abdominal Pain/Problems	12	7	18	17	9	16
Allergic Reaction/Stings	3	1	3	1	2	1
Animal Bite	0	1	0	2	0	3
Assault	33	19	19	15	13	18
Assault - Sexual	0	0	0	0	0	0
Back Pain (Non-Traumatic)	3	7	8	7	4	5
Breathing Problem	42	40	53	35	42	44
Burns/Explosion	1	0	0	1	0	4
Carbon Monoxide/Hazmat/Inhalation/CBRN	0	0	0	1	0	0
Cardiac Arrest/Death	9	15	10	7	12	15
Chest Pain (Non-Traumatic)	16	23	23	23	31	35
Choking	2	3	2	3	2	1
Convulsions/Seizure	16	23	36	20	12	26
Diabetic Problem	13	5	12	9	7	6
Drowning/Diving/SCUBA Accident	2	0	0	0	0	0
Electrocution/Lightning	0	0	0	0	0	1
Eye Problem/Injury	2	1	2	0	0	0
Falls	37	29	31	36	46	40
Headache	2	4	3	6	4	2
Heart Problems/AICD	4	6	5	4	6	6
Heat/Cold Exposure	3	2	1	0	6	3
Hemorrhage/Laceration	2	7	9	3	6	7
Industrial Accident/Inaccessible Incident/Other Entrapments (Non-Vehicle)	0	1	0	0	0	0
Medical Evaluation/Blood Draw	5	3	4	12	11	11
Overdose/Poisoning/Ingestion	29	31	25	19	16	31
Pandemic/Epidemic/Outbreak	0	0	0	0	0	0
Pregnancy/Childbirth/Miscarriage	2	2	0	0	2	1
Psychiatric Problem/Abnormal Behavior/Suicide Attempt	45	54	31	35	34	33
Sick Person	101	96	74	92	86	89
Stab/Gunshot Wound/Penetrating Trauma	2	2	5	3	2	0
Standby	0	0	0	0	0	0
Stroke/CVA	3	11	6	5	6	11
Traffic/Transportation Incident	46	41	68	71	58	47
Traumatic Injury	20	12	14	16	24	13
Unconscious/Fainting/Near-Fainting	33	22	24	26	25	35
Unknown Problem/Person Down	49	41	17	32	25	27
Grand Total	537	509	503	501	491	531

2023						FY22-23	FY22-23	FY21-22	FY21-22	YTD	%
Jan	Feb	Mar	Apr	May	Jun	Total	% Total	Total	% Total	Change	
10	8	13	15	9	12	146	2%	130	2%	12%	
2	3	4	6	6	2	34	1%	28	0%	21%	
0	2	1	2	3	0	14	0%	18	0%	-22%	
32	16	11	21	25	19	241	4%	194	3%	24%	
0	0	0	0	0	0	0	0%	0	0%	0%	
6	3	3	8	5	3	62	1%	49	1%	27%	
39	35	52	45	48	42	517	8%	580	9%	-11%	
0	1	1	0	1	0	9	0%	14	0%	-36%	
0	1	0	0	5	0	7	0%	4	0%	75%	
14	8	14	14	10	14	142	2%	138	2%	3%	
26	22	25	31	30	28	313	5%	298	5%	5%	
1	2	2	2	0	0	20	0%	20	0%	0%	
23	19	32	17	31	19	274	4%	290	5%	-6%	
12	11	8	8	10	13	114	2%	132	2%	-14%	
0	0	0	0	2	2	6	0%	1	0%	500%	
0	1	0	0	0	0	2	0%	1	0%	100%	
3	0	1	1	4	1	15	0%	21	0%	-29%	
39	39	39	21	35	31	423	7%	462	7%	-8%	
4	3	5	4	6	4	47	1%	42	1%	12%	
9	11	7	6	2	8	74	1%	73	1%	1%	
7	2	4	1	0	2	31	0%	16	0%	94%	
7	5	8	4	10	8	76	1%	130	2%	-42%	
0	0	0	0	0	0	1	0%	2	0%	-50%	
13	12	9	11	5	15	111	2%	95	2%	17%	
32	38	31	38	38	35	363	6%	393	6%	-8%	
0	0	0	0	0	0	0	0%	0	0%	0%	
5	1	4	3	0	3	23	0%	18	0%	28%	
28	40	46	22	47	38	453	7%	501	8%	-10%	
88	73	83	94	92	79	1047	17%	1027	17%	2%	
5	3	2	1	2	1	28	0%	33	1%	-15%	
2	1	0	0	1	0	4	0%	3	0%	33%	
11	7	3	7	9	10	89	1%	82	1%	9%	
62	39	71	63	74	70	710	11%	607	10%	17%	
20	17	13	12	15	18	194	3%	164	3%	18%	
20	25	38	26	32	29	335	5%	283	5%	18%	
19	25	20	36	38	41	370	6%	337	5%	10%	
539	473	550	519	595	547	6,295	100%	6,186	100%	2%	

# EMS STATISTICS



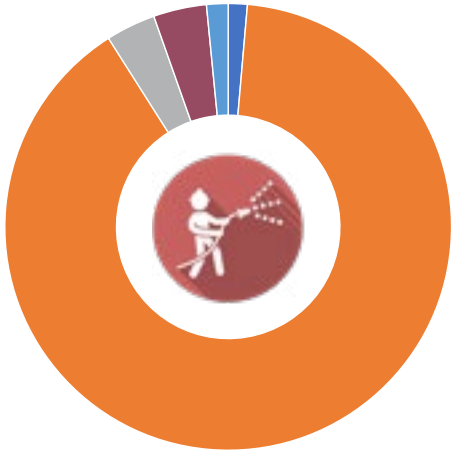
## TOP 10 EMS CALLS

Sick Person	21.79%
Traffic/Transportation Incident	14.78%
Breathing Problem	10.76%
Psychiatric Problem/Abnormal Behavior/ Suicide Attempt	9.43%
Falls	8.80%
Unknown Problem/Person Down	7.70%
Overdose/Poisoning/Ingestion	7.55%
Unconscious/Fainting/Near-Fainting	6.97%
Chest Pain (Non-Traumatic)	6.51%
Convulsions/Seizure	5.70%

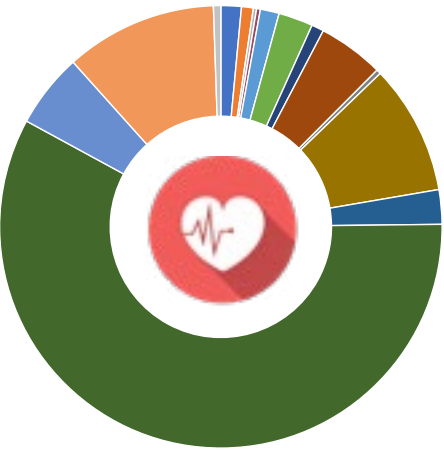




# TRAINING OVERVIEW



FIRE TRAINING HOURS	
Fire Prevention	57
Fire Training	3,675
Hazardous Materials	148
Management Leadership	158
Physical Training	64
TOTAL TRAINING HOURS	4,100



MEDICAL TRAINING HOURS	
Documentation	64
Preparatory	37
Anatomy & Physiology	12
Pathophysiology	12
Pharmacology	59
Airway & Respiratory	108
Patient Assessment	39
Medicine	207
Shock & Resuscitation	14
Trauma	407
Special Patient Populations	108
American Heart Association	2,492
EMS Operations	233
Other Medical Training	476
Patient Advocacy	23
TOTAL TRAINING HOURS	4,288



# FIRE PREVENTION

The Fire Prevention Division promotes safety from fire and other hazards by enforcing the National Fire Protection Association (NFPA) and International Fire Codes (IFC 2018). The Fire Marshal’s office is tasked with responsibilities including conducting site inspections, issuing permits, witnessing tests of fire protection and suppression systems, conducting plan reviews, collecting fees and maintaining records. These responsibilities primarily lie with the Fire Marshal and Deputy Fire Marshal, but are assisted by firefighters routinely providing business safety checks throughout the year.

Life safety education and activities are another form of fire prevention. Through the year firefighters visit schools, businesses and various health care and governmental facilities to provide education on fire prevention and life safety. This year we incorporated the Fire Permit Technician position in the Fire Prevention Division. This key position allows Fire Marshal’s to spend less time on paperwork and more in the field assisting businesses in maintaining safe environments.



**2,401**  
NON-RESIDENTIAL BUILDINGS



**804**  
AVERAGE INSPECTIONS PER YEAR



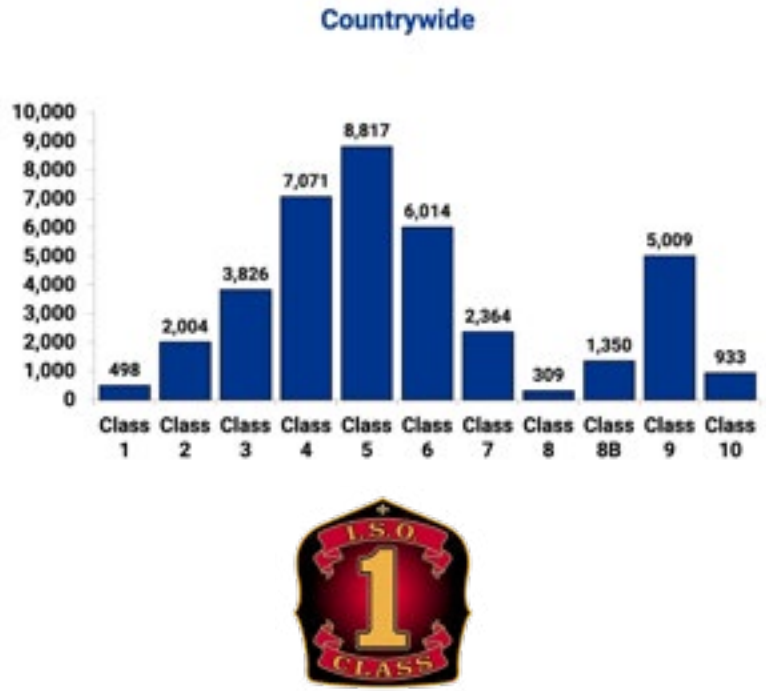
**306**  
PLAN REVIEWS



# ISO CERTIFICATION

ISO Mitigation, a service of Verisk\*, explains through the Public Protection Classification (PPC®) program, ISO evaluates municipal fire-protection efforts in communities throughout the United States. A community’s investment in fire mitigation is a proven and reliable predictor of future fire losses. Insurance companies use PPC information to help establish fair premiums for fire insurance - generally offering lower premiums in communities with better protection.

Only 498 departments out of over 38,000 fire protection areas across the country achieve a class 1 certification. South Salt Lake Fire is very proud to be amongst class 1 fire departments.



\*Source <https://www.isomitigation.com/about-us/>





# ACCOMPLISHMENTS & INITIATIVES

## ACCOMPLISHMENTS

Our fire department has had an exceptional year, marked by significant achievements and an unwavering commitment to excellence. We have made great strides in enhancing our firefighting capabilities and ensuring safety and inclusivity. Here's a look at the key milestones that have shaped our department over the past year.

We are proud to have added a new pumper engine and tractor-drawn aerial to our fleet, providing our firefighters with state-of-the-art tools to effectively combat emergencies and maintain the highest standards of firefighting technology. Safety is our top priority, and this year we took a proactive approach to enhance our protective measures by providing our firefighters with two sets of bunker gear when one is out of service.

Recognizing the crucial role of our Emergency Medical Services (EMS), we have taken a significant step forward by ordering three new ambulances to ensure our ability to provide top-tier medical assistance to our community. We also believe in fostering a diverse and inclusive workplace, and we are currently planning to transform our living quarters to create an environment that supports all members of our department. Acknowledging the importance of streamlined administrative processes, we have introduced a new position of Fire Permit Technician in the Fire Prevention office.

In a spirit of shared commitment to community safety and education, we proudly donated a retired fire engine to the Granite Technical Institute Fire Science program. This contribution provides the institute with a valuable hands-on learning tool and enables aspiring firefighters to gain practical experience on a real apparatus.

## INITIATIVES

As we reflect on the successes of the past year, we are equally focused on the future, envisioning new initiatives that will propel us forward as a cutting-edge progressive force to those we serve. By leveraging the latest data and technology, we aim to optimize response times, enhance coordination, and ensure that we always provide prompt and effective assistance to our community. With our city's downtown area experiencing rapid growth and transformation, we are gearing up to meet the unique challenges that come with urban development. We will continue to proactively engage with city planners and local businesses, ensuring our services evolve in tandem with the changing landscape. Recognizing the pivotal role our stations play in fostering a culture of collaboration and readiness, we are undertaking a redesign initiative. We will continue to embrace innovation as a cornerstone of our service and prioritize community engagement through CERT programs, fostering partnerships that enhance safety and well-being for all. Together, we forge ahead into a future where our department remains a symbol of excellence and resilience.









**UNITED BY SERVICE**  
 A visual tribute to the devoted individuals who form the backbone of our fire department with unwavering dedication to those we serve.

OUR **PEOPLE**



We extend our sincerest thanks to the  
Mayor and City Council for contributing  
to the success of our year.



## **SOUTH SALT LAKE FIRE DEPARTMENT**

2600 South Main Street  
South Salt Lake, UT 84115  
801.483.6043

## **ANNUAL REPORT FISCAL YEAR 2022-2023**

**SSLC.GOV**



# SOUTH SALT LAKE ORDINANCE AMENDMENT

December 13, 2023

# ORDINANCE HISTORY

- H.B. 82 WAS PASSED IN 2021 STATE LEGALIZES  
INTERNAL ACCESSORY DWELLING UNITS (ADUs)  
STATEWIDE
- SOUTH SALT LAKE MUNICIPAL CODE HAS NOT  
ADDRESSED ACCESSORY DWELLING UNITS, WHETHER  
INTERNAL OR EXTERNAL

# GOALS OF ORDINANCE AMENDMENT

- TO CREATE VIBRANT, WELL DESIGNED ACCESSORY DWELLING UNITS THAT SUPPORT AFFORDABLE HOUSING IN SOUTH SALT LAKE.
- AVOID NON CONFORMING STRUCTURES THAT DO NO COMPLIMENT THE PRIMARY STRUCTURE
- CONFORMANCE WITH STATE LAW
- DESIGN STANDARD AMENDMENTS
  - SIZE AND SETBACK REQUIREMENTS
  - PARKING
- COMPATIBILITY WITH EXISTING STRUCTURES AND NEIGHBORHOODS

# ADU CONSIDERATIONS

- GENERAL RECOMMENDATIONS
- PARKING REQUIREMENTS – BOTH INTERNAL AND EXTERNAL ADUS
- SIZE MINIMUM AND MAXIMUM REQUIREMENTS
- SETBACK REQUIREMENTS
- MAXIMUM HEIGHT ALLOWED
- DESIGN STANDARDS

# ADU CONSIDERATIONS GENERAL

## RECOMMENDATIONS

- DEFINITIONS

- “DWELLING UNIT, INTERNAL ACCESSORY” (I-ADU) MEANS AN ACCESSORY DWELLING UNIT CREATED:
  - WITHIN A PRIMARY DWELLING,
  - WITHIN THE FOOTPRINT OF THE PRIMARY DWELLING AT THE TIME THE INTERNAL ACCESSORY DWELLING UNIT IS CREATED, CONNECTED BY LIVING SPACE, AND
  - FOR THE PURPOSE OF OFFERING A LONG-TERM RENTAL OF 30 CONSECUTIVE DAYS OR LONGER
- “DWELLING UNIT, EXTERNAL ACCESSORY’ (E-ADU) MEANS AN ACCESSORY DWELLING UNIT THAT IS NOT PART OF THE PRIMARY STRUCTURE’S FOOTPRINT OR SHARING A COMMON WALL.

# ADU CONSIDERATIONS GENERAL RECOMMENDATIONS

- ALLOW ONE (1) INTERNAL AND (1) EXTERNAL ADU PER LOT
- MUST HAVE A BUSINESS LICENSE FOR EACH ADU
- ADU'S (INTERNAL AND EXTERNAL) ALLOWED IN R1 AND RM
- MUST HAVE SEPARATE ADDRESSES
  - FIRE MARSHALL REQUEST
- MUST BE OWNER OCCUPIED
  - ( NEW LEGISLATION MAY PROHIBIT THIS)
- NO SHORT TERM RENTALS ALLOWED IN ADU'S



# ADU CONSIDERATIONS– PARKING

CHOICES AVAILABLE FOR NEW ADU CODE FOR SOUTH SALT LAKE

## OPTION 1

DON'T  
REGULATE  
PARKING

## OPTION 2

1. REGULATE PARKING ON  
SIZE OF ADU

1. EXAMPLE - ONE  
ADDITIONAL PARKING  
SPACE PER INTERNAL  
AND EXTERNAL OR - TWO  
ADDITIONAL PER ADU

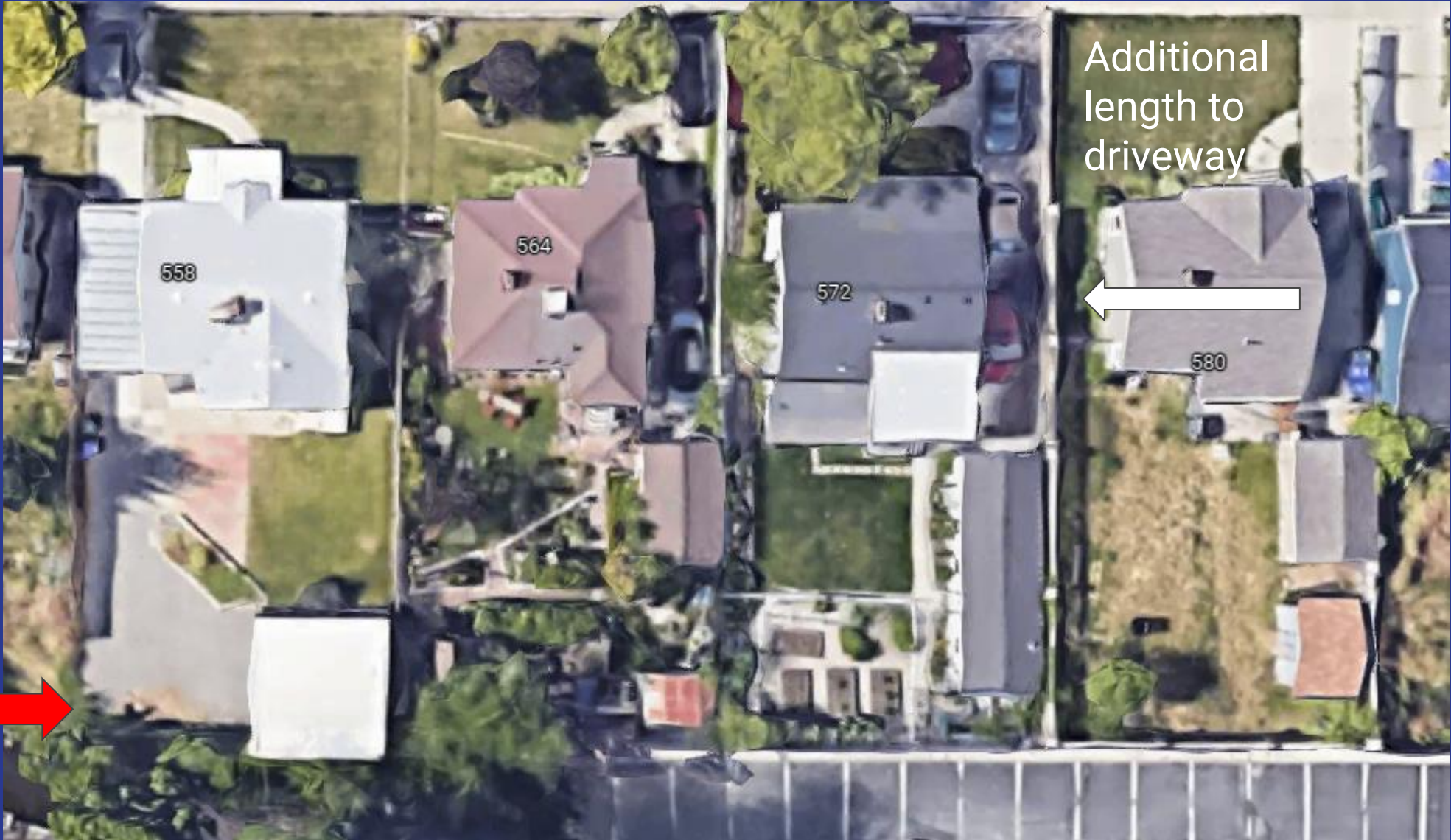
## OPTION 3

1. REGULATE PARKING  
ON # OF BEDROOMS

1. FOR EXAMPLE, ONE  
ADDITIONAL SPACE  
PER BEDROOMS IN  
THE ADU (INTERNAL  
OR EXTERNAL

CAN ALSO GIVE A BREAK IF IN A TRANSIT ZONE

# ADU CONSIDERATIONS– PARKING



# ADU CONSIDERATIONS—PARKING

## WHAT OTHER CITIES ARE DOING:

Salt Lake City: ADU requires one additional parking space; not required within ¼ mile of transit stop

Draper: Must have one additional parking space

Herriman: Must have one additional parking space and must replace any lost parking

Murray: Must have one additional parking space; entire property must have at least 4 off-street spaces with external ADU

South Jordan: Must have one additional parking space; must provide more as necessary to ensure occupants can park off-street

# ADU CONSIDERATIONS – SIZE

## INTERNAL

LOT SIZE - MIN 6000 SF

ADU SIZE - NO MIN OR MAX

HEIGHT - NA

BEDROOMS - NO LIMIT



## POLICY CONSIDERATIONS

CURRENT SINGLE FAMILY CODE REQUIRES 6000 SF TO BUILD

FEWER STANDARDS ALLOWS FOR FLEXIBILITY FOR THE HOMEOWNER

HOMEOWNERS DESIRE CHEAP ALTERNATIVES

MAY LEAD TO STRANGE STRUCTURES THAT DO NOT COMPLIMENT THE NEIGHBORHOOD

MAY AFFECT RESALE VALUE OF NEIGHBORHOOD



# CASE STUDY EXAMPLES – DESIGN



- HOME ADDITION ALTERS CHARACTER OF EXISTING STRUCTURE
- ADDITION IS NOT ARCHITECTURALLY COMPATIBLE WITH EXISTING BUILDING

# ADU CONSIDERATIONS – SIZE

## EXTERNAL

LOT SIZE - MIN 6000 SF

ADU SIZE - ½ SF OF PRIMARY DWELLING OR 1000 SF WHICHEVER IS MORE RESTRICTIVE

HEIGHT - SAME HEIGHT AS PRIMARY DWELLING OR 20 FEET WHICHEVER IS MORE RESTRICTIVE

YARD COVERAGE - NO MORE THAN 50% OF REAR YARD

BEDROOMS - LIMIT 2

## POLICY CONSIDERATIONS

CURRENT SINGLE FAMILY CODE REQUIRES 6000 SF TO BUILD

ADU SIZE HELPS TO PREVENT OVER BUILDING OF LOT

HEIGHT RESTRICTIONS PREVENT TOWERS

MAY LEAD TO STRANGE STRUCTURES THAT DO NO COMPLIMENT THE NEIGHBORHOOD

MAY AFFECT RESALE VALUE OF NEIGHBORHOOD



# CASE STUDY EXAMPLES – INTERNAL ADU ADDITION



## STRANGE STRUCTURES

- ADU IS SIGNIFICANTLY TALLER THAN PRIMARY RESIDENCE
- INCOMPATIBLE MATERIALS AND DESIGN
- LACK OF DESIGN CONTROLS CAN LEAD TO WEIRD OUTCOMES

# ADU CONSIDERATIONS – SIZE





# ADU CONSIDERATIONS – SIZE

- Lot overbuilt
- No fire access
- Could over build primary structure with internal and then also add an external ADU
- bad parking design



# ADU CONSIDERATIONS- SIZE

## WHAT OTHER CITIES ARE DOING:

Salt Lake City: No more than 50% of primary residence's gross square footage, up to 650 sq. ft. maximum

Millcreek: No more than 50% of primary residence's gross square footage

South Jordan: No more than 35% of primary residence's gross square footage with 1500 sq. ft. maximum; no more than three bedrooms; minimum lot size is 14,520 sq. ft.

Murray: No more than 40% of primary residence's gross square footage with a 1000 sq. ft. maximum; no more than two bedrooms; minimum lot size is 12,000 sq. ft.

West Jordan: Must be smaller than principle building; cannot cover more than 20% of rear and side yard

# ADU CONSIDERATIONS - SIZE/HEIGHT

## WHAT OTHER CITIES ARE DOING:

Salt Lake City: Cannot exceed the height of the primary structure or 17 ft., whichever is less

Draper: Must conform to height limit specified for main buildings in the zone in which it is located

Cottonwood Heights: Must meet accessory building standards for height

Murray: Maximum height is one story/20 ft. or height of principal structure, whichever is less

Millcreek: Maximum height for detached structure is 24 ft.

# ADU CONSIDERATIONS - SETBACK REQUIREMENTS

## EXTERNAL

DISTANCE FROM PRIMARY  
DWELLING - 10 Feet

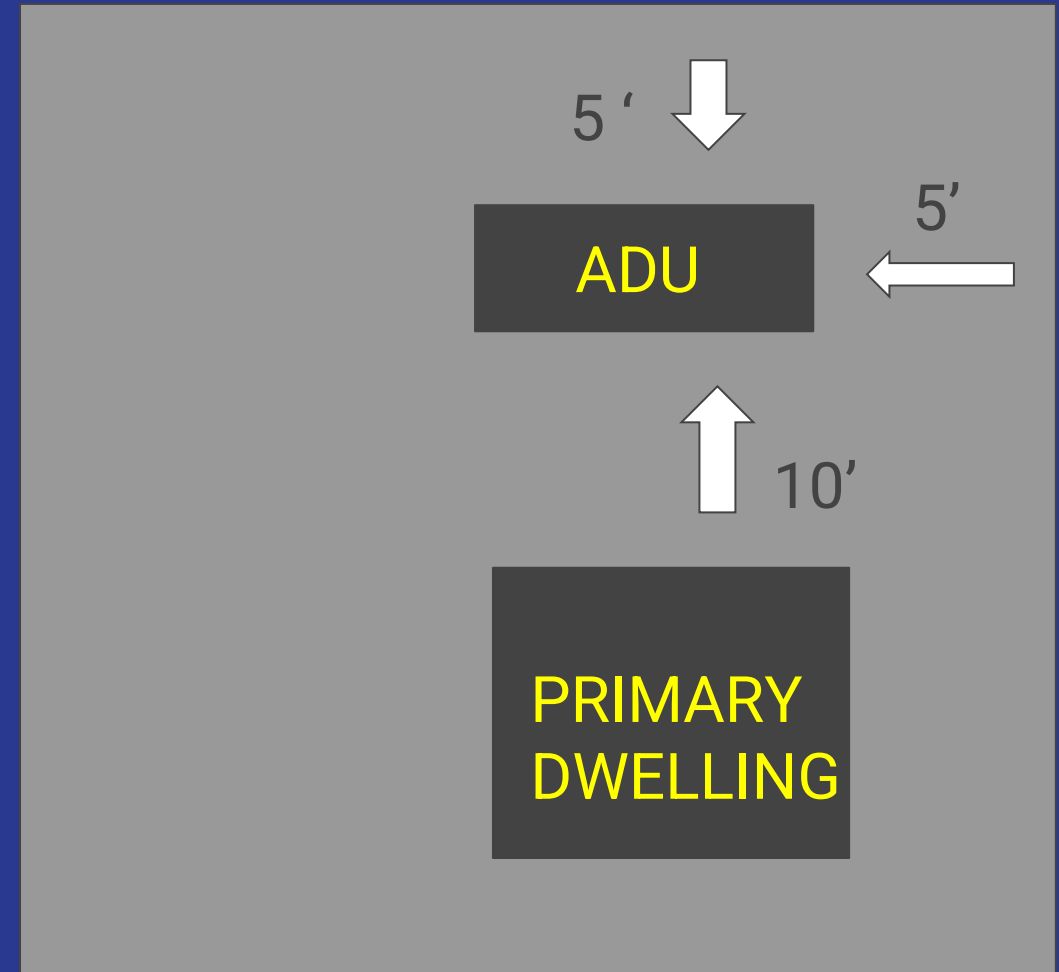
SIDE YARD SETBACK - 5 FEET

REAR YARD SETBACK - 5 FEET

PLACEMENT - NOT IN FRONT OR  
CORNER LOT SIDE YARD

## OPTIONS

1. 6-10 FEET BEHIND
2. 3 FEET FROM SIDE AND BACK
3. NO SETBACKS





# CASE STUDY EXAMPLES – SIZE AND SETBACKS

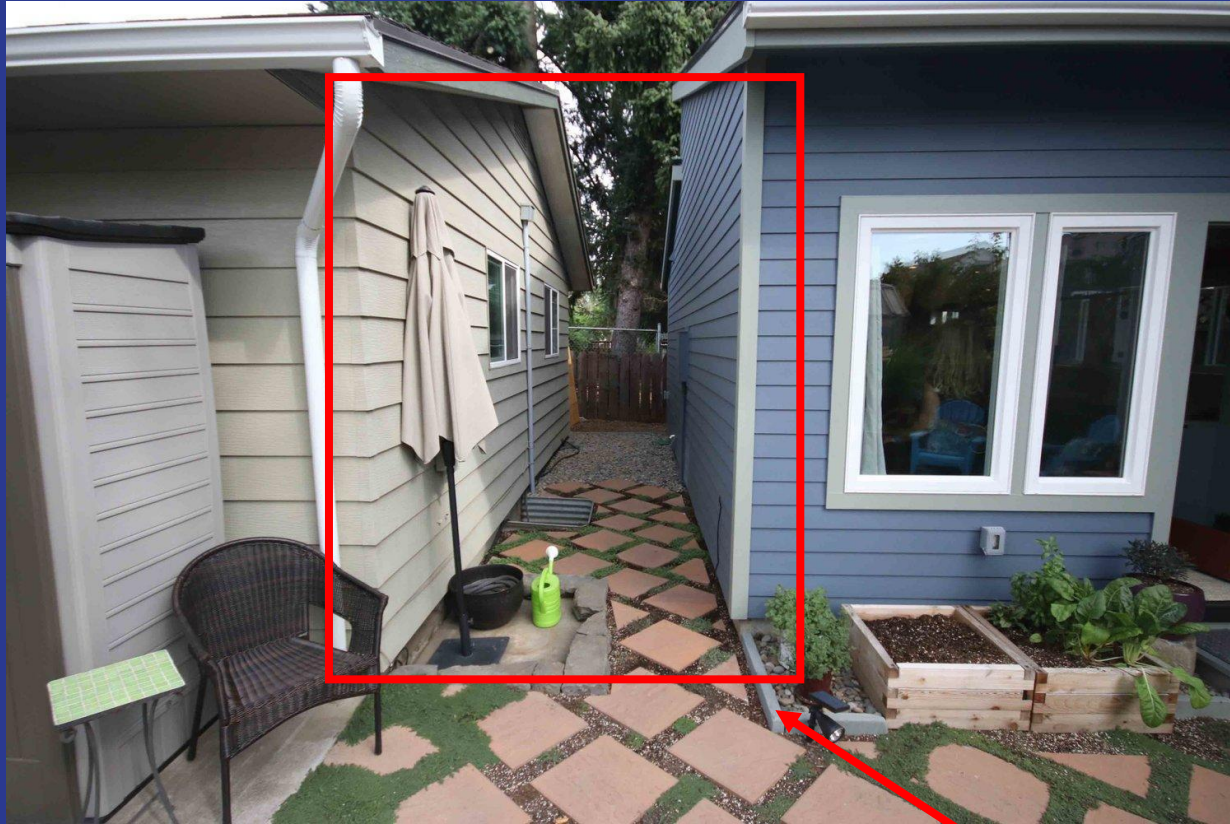


Photo Credit: buildinganadu.com

## LACK OF PROPER SETBACKS

- NARROW SETBACKS BETWEEN BUILDINGS CREATE CRAMPED FEELING
- CAN LEAD TO BAD ACCESS TO STRUCTURES
- OUTDOOR STORAGE
- WATER AND SNOW RUN OFF

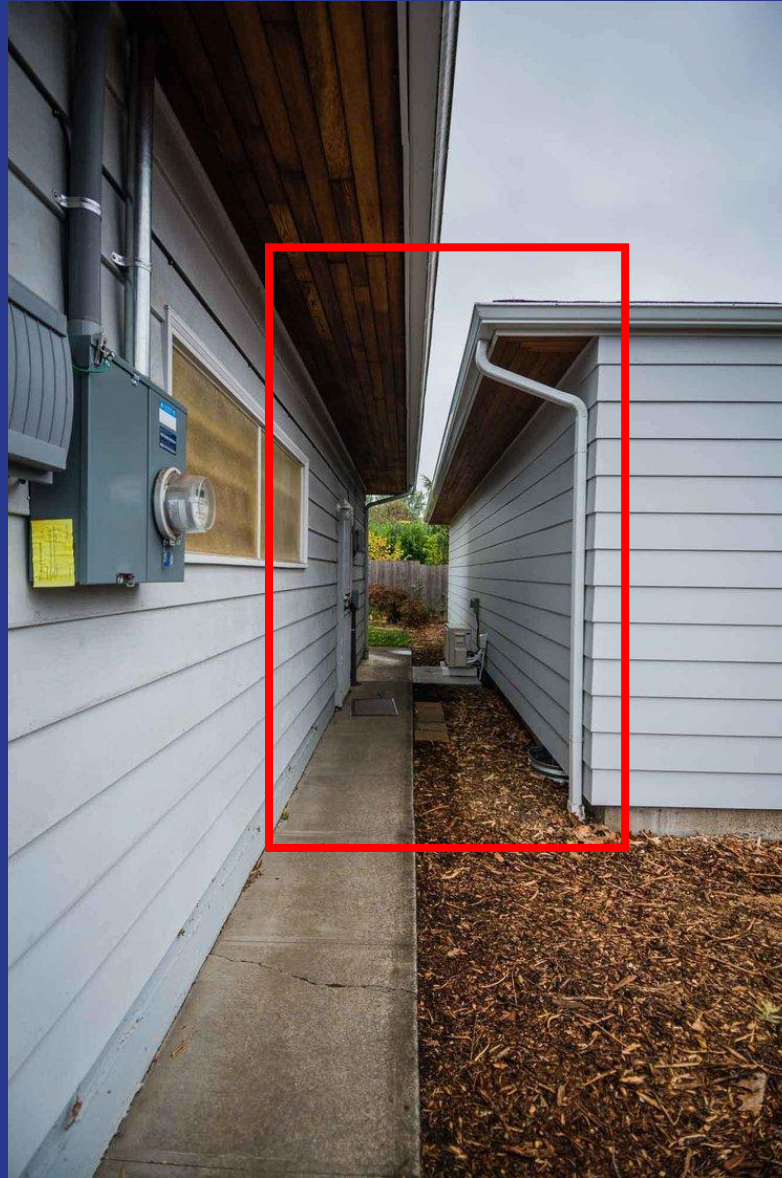




# CASE STUDY EXAMPLES – SIZE AND SETBACKS

## NOT GOOD DESIGN:

- SMALL SETBACK BETWEEN ADU AND PRIMARY STRUCTURE



# ADU CONSIDERATIONS - SETBACKS

## WHAT OTHER CITIES ARE DOING:

Salt Lake City: Minimum 10 ft. from primary residence & neighbor's homes, 4 ft. from side and rear lot

Cottonwood Heights: Must follow setback standards for primary structure

South Jordan: Must comply with setbacks and cannot be closer than 10 ft. from side or rear property lines

Millcreek: New detached ADUs must be at least 5 feet from the side or rear property line; Accessory structure conversion must not change existing setbacks

Draper: Must follow setback standards for primary structure

# ADU CONSIDERATIONS - DESIGN STANDARDS

## INTERNAL

WITHIN PRIMARY DWELLING

EXTERIOR ENTRANCE REQUIRED

MEET ALL BUILDING AND FIRE CODES

MEET ALL STANDARDS FOR DECKS,  
PATIOS AND OTHER  
ENCROACHMENTS THAT APPLY TO  
PRIMARY DWELLING

## EXTERNAL

10' BEHIND PRIMARY DWELLING

MEET ALL BUILDING AND FIRE CODES

CONVERSION OF EXISTING STRUCTURES  
ONLY IF MEETS SETBACK REQUIREMENTS  
FOR AN ACCESSORY STRUCTURE

NO ROOFTOP PATIOS

BALCONIES PERMITTED WITH CONDITIONS

NO BASEMENTS IN NEW EXTERNAL ADU'S

WINDOWS ON SECOND STORY ADUS WITH  
CONDITIONS



# ADU CONSIDERATIONS - EXISTING DESIGN STANDARDS

## SINGLE-FAMILY BUILDING FORM

- 17.07.070
- PRIMARY BUILDING SETBACK FROM STREET - 20 FEET
- BUILDING HEIGHT 30 FEET
- PERMITTED PRIMARY MATERIALS
  - WOOD CLAPBOARD
  - WOOD BOARD AND BATTEN
- ROOFS
  - PITCHED ROOFS - HIT STYLE, SHED STYLE, SYMMETRICAL GABLES
- PORCHES
  - ALL BUILDINGS SHALL HAVE A COVERED PORCH THAT IS THE PROMINENT ARCHITECTURAL ELEMENT OF THE PRIMARY FACADE AND THAT IS AT LEAST SIX FEET DEEP.

# ADU CONSIDERATIONS - DESIGN STANDARDS

## CURRENT SINGLE-FAMILY BUILDING FORM - ACCESSORY STRUCTURES

- ACCESSORY STRUCTURES 17.07.070
- 10 FEET BEHIND PRIMARY STRUCTURE
- ACCESSORY STRUCTURES SHALL BE CLAD IN SIMILAR MATERIALS  
AND SHALL BE A SIMILAR COLOR AS THE PRIMARY BUILDING
- ACCESSORY STRUCTURES SHALL BE BUILT IN THE SAME  
ARCHITECTURAL STYLE WITH A SIMILAR ROOFLINE AND EXTERIOR  
MATERIALS AS PRIMARY BUILDING

# ADU CONSIDERATIONS - DESIGN STANDARDS

## POLICY CONSIDERATIONS

LIMIT HOMEOWNERS USING SUB-STANDARD ALTERNATIVE FOR

HOUSING IN CONTEXT OF EXISTING DESIGN STANDARDS IN R DISTRICTS

# ADU CONSIDERATIONS - DESIGN STANDARDS





# CASE STUDY EXAMPLES – SIZE AND SETBACKS



## GOOD DESIGN:

- ADU DOES NOT TAKE UP ENTIRE BACK YARD
- GOOD DISTANCE BETWEEN ADU AND PRIMARY STRUCTURE

# ADU CONSIDERATIONS - DESIGN STANDARDS





# CASE STUDY EXAMPLES – DESIGN



## GOOD DESIGN ELEMENTS:

- DESIGN OF ADU AND DESIGN OF PRIMARY DWELLING ARE COMPATIBLE
- MATERIALS AND COLORS ARE COMPATIBLE

# ADU CONSIDERATIONS - DESIGN STANDARDS





# CASE STUDY EXAMPLES – DESIGN



## GOOD DESIGN ELEMENTS:

- DESIGN OF ADU AND DESIGN OF PRIMARY DWELLING ARE COMPATIBLE
- MATERIALS AND COLORS ARE COMPATIBLE



# ADU CONSIDERATIONS - DESIGN STANDARDS



# ADU CONSIDERATIONS - DESIGN STANDARDS





# ADU CONSIDERATIONS - DESIGN STANDARDS



17.07.050

Prefabricated or relocatable  
Structures or Occupiable Space shall  
be permanently affixed to a  
foundation, in compliance with the  
International Building Code





# ADU CONSIDERATIONS - DESIGN STANDARDS



17.07.050

Prefabricated or relocatable  
Structures or Occupiable Space  
shall be permanently affixed to a  
foundation, in compliance with  
the International Building Code



# ADU CONSIDERATIONS - DESIGN STANDARDS





# ADU CONSIDERATIONS - DESIGN STANDARDS

## WHAT OTHER CITIES ARE DOING:

Salt Lake City: Has standards for windows, balconies & decks, and entrance locations

West Jordan: Design and materials must be compatible with the design of the primary dwelling and must be approved by a design review committee

Cottonwood Heights: Requires a fence/landscape visual barrier

Murray: Maximum height is one story/20 ft. or height of principal structure, whichever is less

Millcreek: Has standards for windows, entrance locations

# CASE STUDY EXAMPLES – SIZE AND SETBACKS



## GOOD DESIGN:

- ADU DOES NOT TAKE UP ENTIRE BACK YARD
- GOOD DISTANCE BETWEEN ADU AND PRIMARY STRUCTURE
- GOOD WINDOW PLACEMENT

## NOT GOOD DESIGN:

- ADU TAKES UP MAJORITY OF BACK YARD
- SMALL SETBACK BETWEEN ADU AND PRIMARY STRUCTURE



Photo Credit: buildinganadu.com



# CASE STUDY EXAMPLES – HEIGHT



- ADU IS SIGNIFICANTLY TALLER THAN PRIMARY RESIDENCE
- INCOMPATIBLE MATERIALS AND DESIGN
- SLOPE WILL AFFECT NEIGHBORS WITH WATER AND SNOW RUN OFF





# CASE STUDY EXAMPLES – DESIGN



GOOD WINDOW PLACEMENT  
COMPLIMENTARY DESIGN  
PARKING SPACE

INFERIOR SLOPE - TOWARDS  
PRIMARY STRUCTURE  
WINDOWS FACING NEIGHBOR  
ROOFTOP GARDEN





# CASE STUDY EXAMPLES – DESIGN



## GOOD DESIGN ELEMENTS:

- BULK OF WINDOWS FACE AWAY FROM PRIMARY STRUCTURE
- SCREENING FENCE
- COMPATIBLE STYLE AND MATERIALS

# PC QUESTIONS AND CONCERNS

- HOUSES BUILT FAR BACK ON LOTS
  - COULD BUILD AN ADDITION IN THE FRONT YARD
- DEFINE UTILITY CONNECTION
  - Shall not include temporary power, generators and off grid solar power.
- MORE LANGUAGE ON PERMANENCY OF STRUCTURE
  - CODE TAKES CARE OF THIS BY REQUIRING PERMANENTLY AFFIXED TO FOUNDATION
- WILL A MOTHER IN LAW SUITE NEED AN ADU LICENSE
  - NOT IF NOT RENTING
- ALLOW SEPARATE UTILITY METERS TO BETTER MONITOR ENERGY USE
- ARE THERE FIRE CODE RESTRICTIONS ON ADDITIONAL BEDROOMS - YES
- SHOW PARKING ON SITE PLAN
- WILL THERE BE A PERSON PER ADU LIMIT -
  - FIRE CODE TAKES CARE OF THIS



QUESTIONS?