



CITY COUNCIL MEETING

October 3, 2024

Utah's Hometown
In the middle of everything



OPENING

Provided by Council Member
John Adams



CALL TO THE PUBLIC

3 minute time-limit.
Limited to 5 people.

Must sign up in person
before the meeting begins.



PRESENTATIONS AND AWARDS

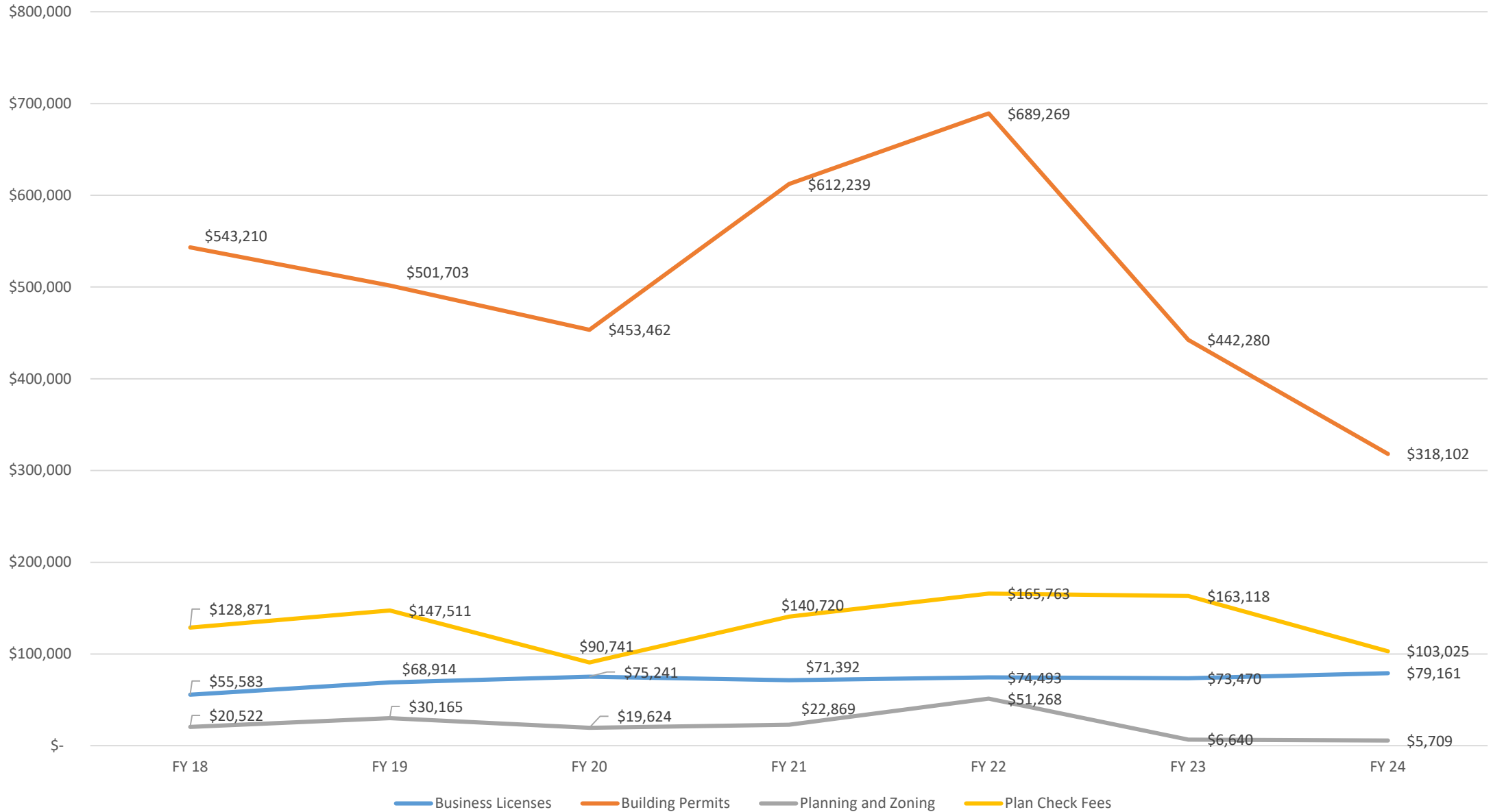
- a) Proclamation declaring October 6-12, 2024 as Fire Prevention Week
- b) Community Development Department Annual Report – Melinda Greenwood, Director

Community Development

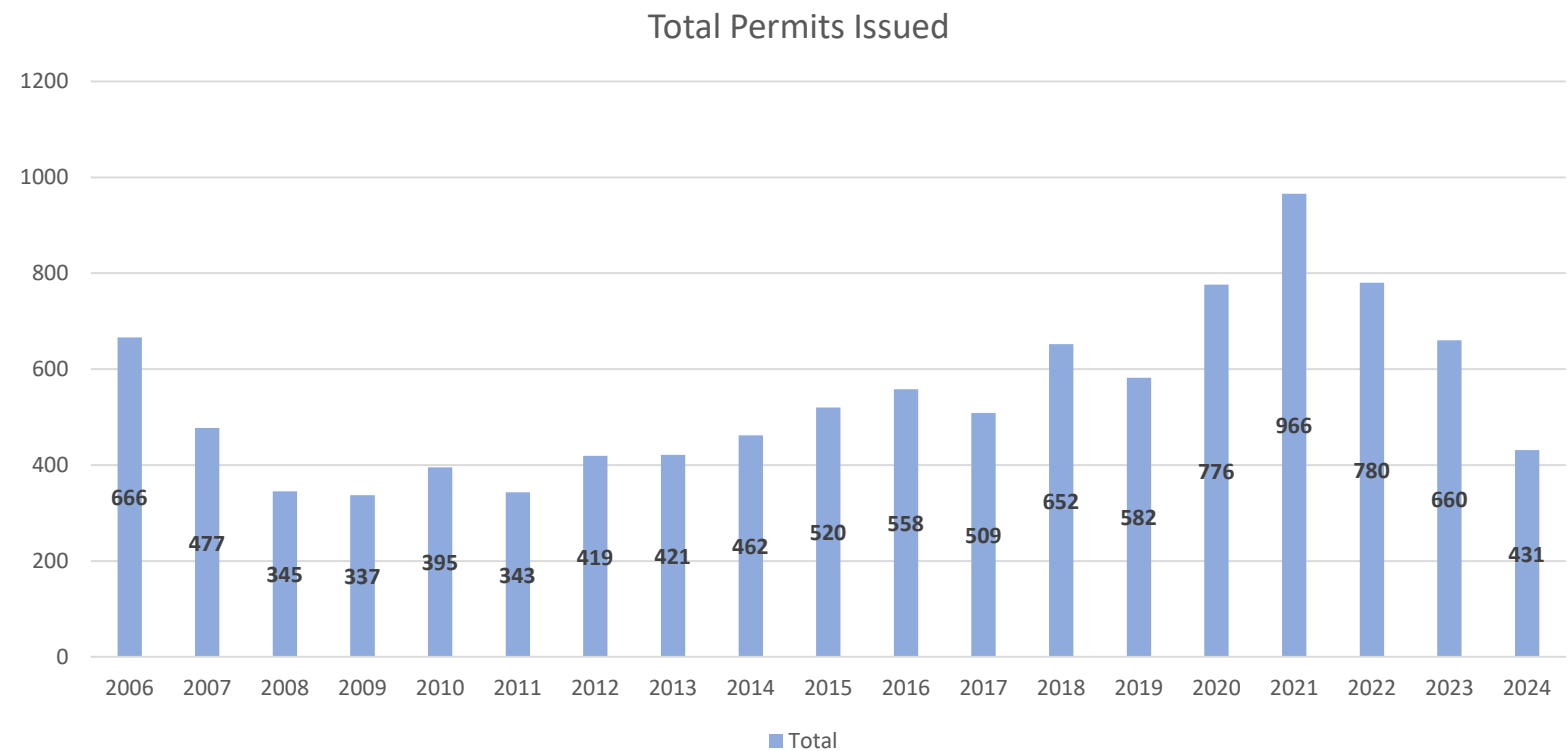
- Business Licensing
- Building
 - Plan Review
 - Building Permits
 - Building Inspections
- Planning & Zoning
- Code Enforcement



Community Development Revenue

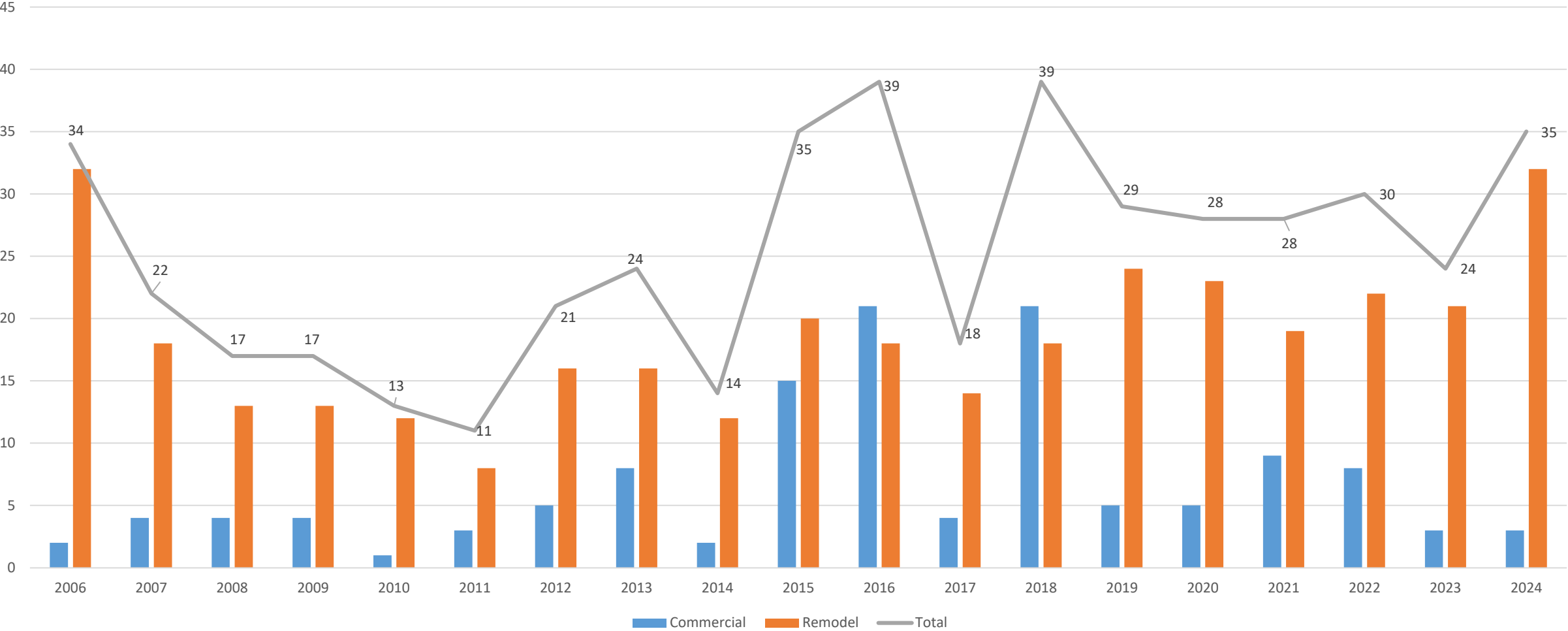


Building Division



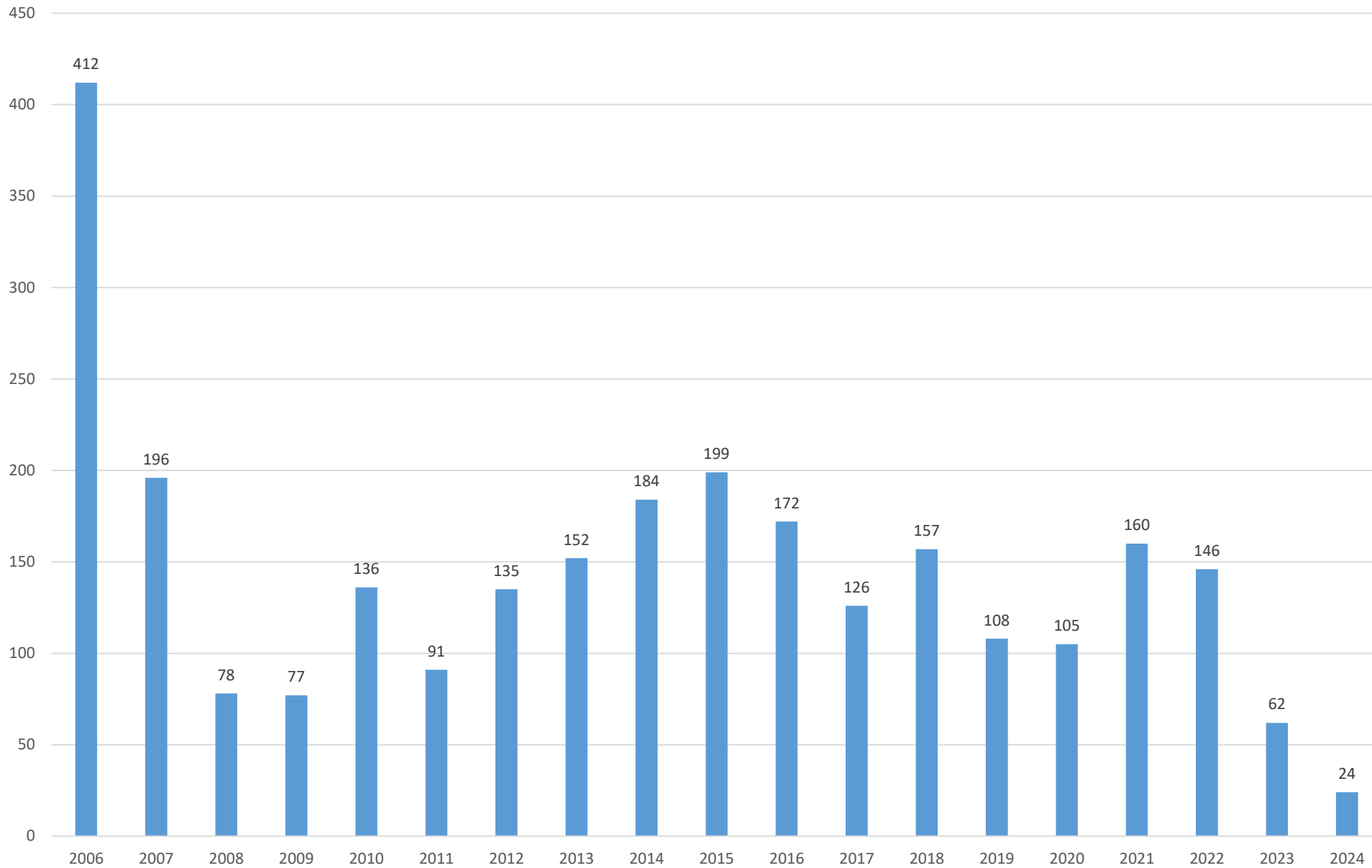
Building Division Revenues								
Account	Title	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
10-32-210	Building Permits	\$ 543,210	\$ 501,703	\$ 453,462	\$ 612,239	\$ 689,269	\$ 442,280	\$ 318,102
10-34-135	Plan Check Fees	\$ 128,871	\$ 147,511	\$ 90,741	\$ 140,720	\$ 165,763	\$ 163,118	\$ 103,025
Total	Total	\$ 672,081	\$ 649,215	\$ 544,203	\$ 752,958	\$ 855,032	\$ 605,399	\$ 421,128

Commercial Building Permits

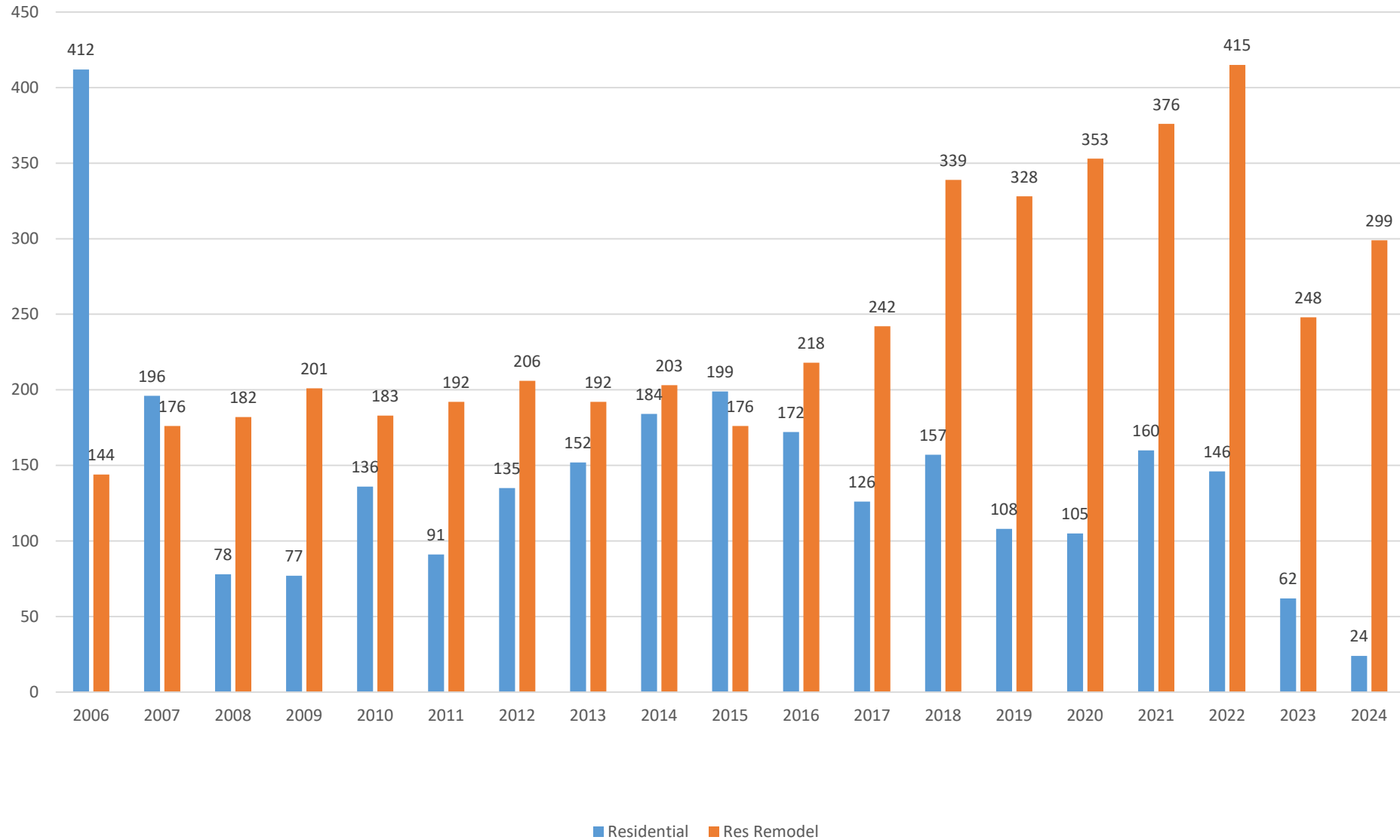


New Home Permits

(Single Family/Townhome)



Other Residential



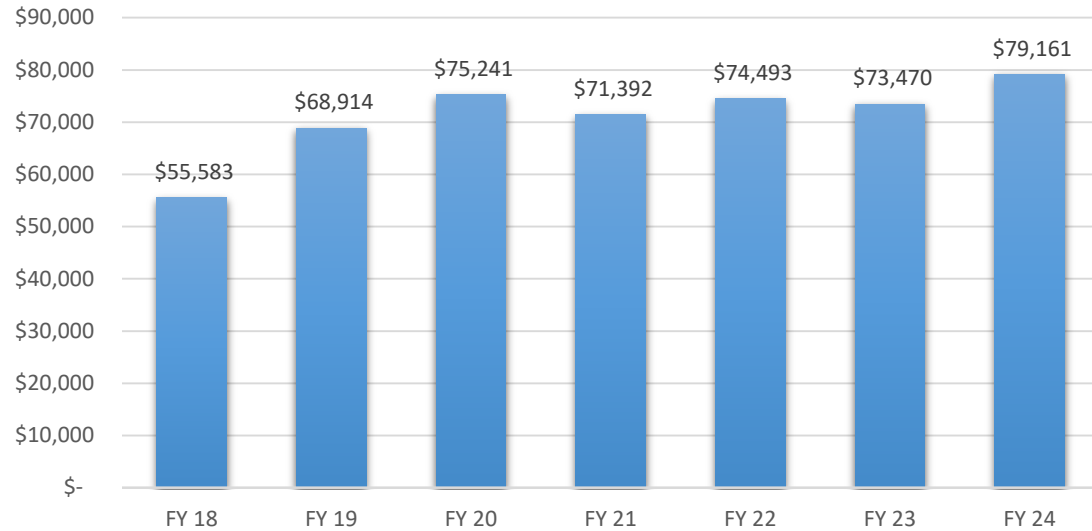
Inspections

Year	# Inspections	Average/Month	Average/Day
2020	4,434	370	18
2021	6,648	554	26
2022	7,978	665	32
2023	6,295	525	25
2024	2,606	217	10

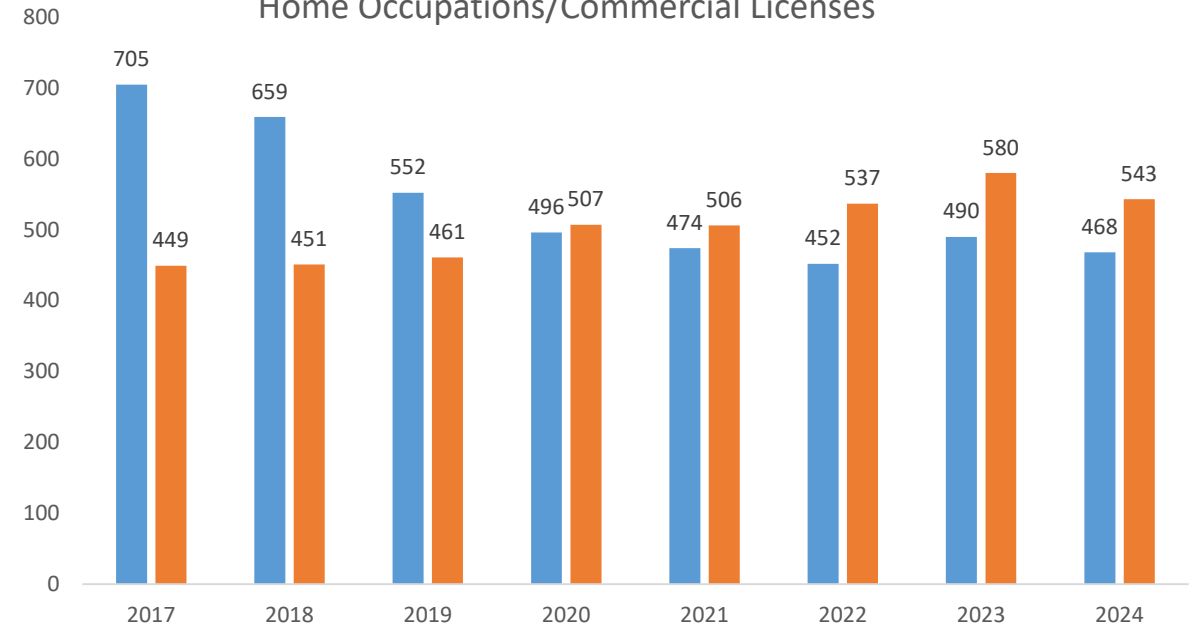
Year	# Inspections	Average/Month	Average/Day
2021	6,648	554	26
2022	7,978	665	32

Business Licensing

Business License Revenues



Home Occupations/Commercial Licenses



Annual Business Licenses								
Year	Home Occupation	IADU	Commercial	Alcohol	Food Truck	Special Event	Temp License	Total
2017	705	0	449	8	1	0	0	1,163
2018	659	0	451	8	4	15	9	1,146
2019	552	0	461	8	11	11	9	1,052
2020	496	0	507	8	9	4	9	1,033
2021	474	0	506	8	13	4	9	1,014
2022	452	7	537	7	15	6	9	1,033
2023	490	11	580	8	10	2	8	1,109
2024	468	6	543	8	7	1	9	1,042

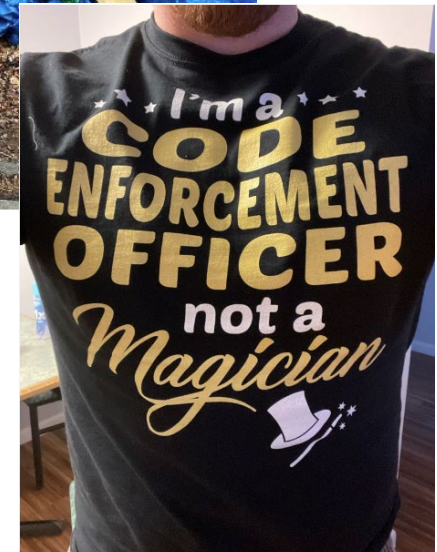
Planning & Zoning

Planning Commission Items	CY21	CY22	CY23	CY24 YTD
Consideration of Development Agreement	1	2	0	0
CUPs	23	26	17	13
Final Plat	15	5	3	0
Preliminary Plat	10	5	3	1
Public Hearing General Plan Amendment	1	1	0	0
Rezone Application	12	11	7	5
Text Amendment	12	24	10	2
Total	74	74	40	21

Subdivisions	CY24
Preliminary Plat	5
Final Plat	4
Lot Line Adjustments	5
Total	14

Code Enforcement

Complaint Category	2020	2021	2022	2023	2024 YTD
Animals	7	6	6	2	8
Broken Sidewalk	3	1	0	0	4
Business License	1	1	0	0	4
Dead Tree	1	0	0	0	1
Illegal Signage	4	0	0	1	1
Illegal Street Parking	1	1	2	0	4
Junk/Debris	15	7	9	10	13
Occupancy	2	1	1	6	7
Other	22	7	1	4	11
ROW Issue	4	4	0	0	0
Sidewalk Obstruction	19	8	4	29	13
SWPP	13	1	0	0	1
Unregistered Vehicle	6	2	0	5	2
View Obstruction	3	2	6	5	8
Weeds	31	9	28	55	59
Total	132	50	57	117	136



Recent Complaint

- Unlicensed business
- Deleterious matter (junk/debris)
- Unregistered vehicles
- Unpermitted work & expired building permit
- No fence around pool
- Broken sidewalk
- Illicit discharge



Code Enforcement

- Verifying complaints in the field
- Taking photos/uploading photos
- Tracking down contact information
- Coordinating w/ PW, PD, Health Department, Animal Services, etc.
- 1st Notice - courtesy calls, emails, letters
- 2nd Notice - follow up calls, emails letters
- 3rd Notice – final notice certified letter
- Failure to comply - compile all data for attorney screening and charges



DECLARATION OF CONFLICTS OF INTEREST



CONSENT ITEMS

- a) Approval of Minutes of September 5, 2024
Council Meeting
- b) Approval of Minutes of September 5, 2024
Business Park Architectural Review Committee
Meeting



WORK ITEMS

a) A Resolution amending the Consolidated Fee Schedule

POLICE

Bicycle Registration	\$1.00
Fingerprinting Service	\$5.00/card (nonresident)
Incident Reports	\$10.00 per report*
Photos	\$15.00 per case*
Audio or Video recordings (e.g., dashcam, bodycam, or other recordings)	\$50.00 per recording*
*If the record request requires longer than 30 minutes to research & prepare copies, the city may charge the hourly wage of the lowest paid employee who, in the discretion of the custodian of records, has the necessary skill and training to perform the request. This shall be billed in quarter hour increments. In the sole discretion of the records officer, costs, and anticipated costs, may be required to be paid in full prior to commencing record request fulfillment.	



WORK ITEMS

- b) Discussion regarding conveyance of UDOT surplus property at 1280 East Crestwood Road to Kaysville City



Davis County Parcel: 110420048
UDOT Parcel No. 25:TQ



WORK ITEMS

c) Code Blue Shelter Update



COUNCIL MEMBER REPORTS



CITY MANAGER REPORT



ADJOURNMENT OF CITY COUNCIL MEETING

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