



**THE CITY OF WEST JORDAN
CITY COUNCIL MEETING
April 22, 2025**

8000 S Redwood Road, 3rd Floor
West Jordan, UT 84088

Welcome to City Council meeting!

The Council encourages in-person attendance, or you may attend virtually. For further information please review West Jordan Public Meeting Rules which can be found by visiting <https://www.westjordan.utah.gov/citycouncil/meetings>

To view meeting materials for any agenda item, click the item title to expand it, then select the view icon to access attachments, or visit <https://westjordan.primegov.com/public/portal>

CITY COUNCIL MEETING 7:00 PM

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. SPECIAL RECOGNITION

4. REPORTS

- a. Report to Council from ChamberWest

5. PUBLIC COMMENT

6. PUBLIC HEARINGS

- a. Ordinance No. 25-16 Amending the Good Landlord Program and Short-Term Rentals and Corresponding Amendments to the Consolidated Fee Schedule

7. BUSINESS ITEMS

- a. Resolution No. 25-017 adopting fireworks restrictions for 2025
- b. Ordinance No. 25-12, Amending Sections 13-13-1 Through 13-13-10 Inclusive (Landscaping Requirements; In Particular, Adding Requirements for Single-Family Residential Landscaping and Removing Landscape Bonding Requirements).

8. REPORTS TO COUNCIL

- a. City Council Reports
- b. Council Office Report
- c. Mayor's Report
- d. City Administrator's Report

9. CONSENT ITEMS

- a. Approve Meeting Minutes
 - April 8, 2025 – Committee of the Whole Meeting
 - April 8, 2025 – Regular City Council Meeting

10. ADJOURN

- a. **Please note:** at the conclusion of this meeting, the Council will convene in a Fairway Estates Special Service Recreation District meeting.

UPCOMING MEETINGS

- Tuesday, April 29 – Committee of the Whole (6:00p)
- Tuesday, May 6 – City Council Budget Meeting (6:00p)
- Tuesday, May 6 – FESSRD, RDA, & MBA Agency Meetings (6:10p or soon thereafter as possible)
- Tuesday, May 6 – Committee of the Whole (6:30p or as soon thereafter as possible)
- Tuesday, May 13, 2025 – Committee of the Whole (4:00p) – Regular City Council (7:00p)
- Tuesday, May 27, 2025 – Committee of the Whole (4:00p) – Regular City Council (7:00p)

CERTIFICATE OF POSTING

I certify that the foregoing agenda was posted at the principal office of the public body, on the Utah Public Notice website <https://www.utah.gov/pmn/>, on West Jordan City's website <https://westjordan.primegov.com/public/portal>, and notification was sent to the Salt Lake Tribune, Deseret News, and West Jordan Journal.

Posted and dated April 17, 2025 Cindy M. Quick, MMC, Council Office Clerk



REQUEST FOR COUNCIL ACTION

Action: Need Council to take action	Meeting Date Requested : 04/22/2025
Presenter: Patrick Boice, Senior Assistant City Attorney	Deadline of item :
Applicant: Scott Langford/Brock Hudson	
Department Sponsor: Comm. Devel - Bus. Licensing	
Agenda Type: PUBLIC HEARINGS	
Presentation Time: 10 Minutes	<i>(Council may elect to provide more or less time)</i>

1. AGENDA SUBJECT

Ordinance No. 25-16 Amending the Good Landlord Program and Short-Term Rentals and Corresponding Amendments to the Consolidated Fee Schedule

2. EXECUTIVE SUMMARY

The proposed text amendment addresses the regulation of rentals within the City of West Jordan.

The changes are categorized into three main areas:

1. Revisions to the Good Landlord Program. West Jordan is one of the few municipalities that offers a good landlord discount. Changes have been made to the code to reflect clearer and more impactful expectations on behalf of the City and potential landlords.
2. Creation of a licensing program for Short-Term Rentals. Short-Term rentals would be allowed across the city and are regulated through business licensing. Specific requirements are added in order to ensure neighborhoods are not adversely impacted.
3. Revisions to the Consolidated Fee Schedule for rental licensing. The fee structure for the Good Landlord Program has been increased. Standard rental fees have been made uniform. A fee for a short-term rental has been added.

The Council has worked on this text amendment at multiple prior council work sessions. Most recently on March 25, 2025.

3. TIME SENSITIVITY / URGENCY

No significant time urgency. Changes to these provisions will impact budget planning for the coming year.

4. FISCAL NOTE

Increased fees will aid in the City’s ability to increase the level of oversight.

5. PLANNING COMMISSION RECOMMENDATION

N/A

6. MAYOR RECOMMENDATION

7. COUNCIL STAFF ANALYSIS

Timeline & Background Information

- [January 28, 2025 COTW Meeting](#): After a lengthy discussion, four council members indicated support of restarting the program, rather than shutting it down completely.
 - **Outcome:** Staff committed to returning in a future COTW meeting to propose a draft of the program.
- [February 25, 2025 COTW Meeting](#): Staff presented a draft of the program to Council, specifically that the proposed landlord program aimed to reduce code enforcement needs, lowered license fees, and ensured compliance through inspections and possible revocation for violations, addressing landscaping and parking issues. The short-term rental program, as proposed, allowed rentals not limited to owner-occupied properties, required on-site parking, mandated neighbor notification, and included landscaping standards. Council members debated landscaping uniformity and zoning for short-term rentals, leaning towards allowing them citywide with monitoring. They also discussed potential fee increases for participation and emphasized the need for data collection for future decisions.
 - **Outcome:** It was determined that staff would again return to a future COTW meeting for further discussion.
- [March 25, 2025 COTW Meeting](#): Staff presented proposed language for a landlord program and short-term rentals code, incorporating previous feedback from the council. Key points included a recommendation to maintain the program fee at \$50 (despite suggestions to increase it), the goal of adding a full-time employee to oversee the program, and the possibility of linking property maintenance compliance to program participation. The council debated various elements, such as the implication of fee increases for renters, the necessity of listing all adult occupants on lease agreements, and the inclusion of property inspection consent. Concerns were raised about enforcement and the need for clear regulations, particularly regarding violations that could lead to removal from the program.
 - **Outcome:** Council members agreed to refine the proposed language for the landlord program and short-term rentals code, with an emphasis on making enrollment straightforward while ensuring compliance with property maintenance and other requirements. Staff committed to revising the document based on the Council's feedback, and see it proposed for final action in a future Council meeting.

Additional Information & Analysis

With an extensive overhaul reflected in the Redline/Legislative version, the proposed amendments to Title 4, Chapter 2, Article R can be summarized in the following bullet points:

- **License and Fee Requirements** (Section 4-2R-1): All residential landlords must obtain a general business license and a special rental license. A per-rental unit fee is required, with reduced fees available for participants in the Good Landlord Program.
- **Rental Property License** (Section 4-2R-2): Landlords not part of the Good Landlord or Short-Term Rental Programs must obtain a rental property license and pay associated fees.
- **Good Landlord Program** (Section 4-2R-3): To participate, landlords must complete an application, undergo four hours of training, remain current on fees, and sign a binding agreement with the city. Landlords have specific obligations, such as conducting tenant screenings, maintaining off-street parking, and providing utility repair contact information. In return, the city offers reduced fees and notifies landlords of any criminal activity or code violations.
- **Short-Term Rentals** (Section 4-2R-4): Defined as accommodations for less than 30 days, short-term rentals require a separate license, adherence to parking regulations, and notification to

neighboring property owners. Landlords must pay a license fee and display their license number in online listings.

- **Inspections** (Section 4-2R-5): Licensed properties are subject to inspections, which require advance notice or a warrant for interior checks.
- **License Denial, Revocation, or Suspension** (Section 4-2R-6): Licenses may be denied or revoked for various reasons, including noncompliance with city regulations, violations of site plans, or refusal to allow inspections. Landlords can appeal such decisions.

Overall, the document establishes a framework for regulating rental housing, looking to ensure landlord accountability and promote good practices in property management.

8. POSSIBLE COUNCIL ACTION

The Council may choose to take one of the following actions:

1. Approve the Ordinance as written and proposed OR with stated amendments;
2. Not Approve the Ordinance;
3. Continue the item to a future specified date;
4. Move the item to an unspecified date;
5. Refer the item back to a Committee of the Whole Meeting, Council Subcommittee, or an Ad Hoc Committee;
6. Refer the item back to Council Staff or Administrative Staff.

9. ATTACHMENTS

Ordinance No. 25-16

Attachment A – Title 4, Chapter 2, Article R (Redline)

Attachment B – Title 4, Chapter 2, Article R (Clean)

Attachment C – Fee Schedule (Redline)

Attachment D – Fee Schedule (Clean)

Attachment E – March 25, 2025 COTW Minutes

Attachment F – February 25, 2025 COTW Minutes

2
3 **ORDINANCE NO. 25-16**

4 **AN ORDINANCE AMENDING THE 2009 WEST JORDAN CITY CODE**
5 **(RENTAL LICENSES, GOOD LANDLORD PROGRAM, AND SHORT-TERM RENTALS);**
6 **Title 4, Chapter 2, Article R**

7 WHEREAS, the City of West Jordan (“City”) adopted West Jordan City Code (“City Code”) in
8 2009; and the City Council of the City (“Council” or “City Council”) desires to amend Title 4, Chapter 2,
9 Article R of the City Code (“**proposed City Code amendments**”); and

10 WHEREAS, the City Council desires to amend the Consolidated Fee Schedule to reflect the changes
11 to the City Code; and

12 WHEREAS, the City Council held a public hearing on April 22, 2025, regarding the proposed City
13 Code amendment and amendment to the Consolidated Fee Schedule, and finds it to be in the best interest
14 of the public health, safety, and welfare of the residents of the City to adopt the proposed City Code
15 amendment.

16 NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST
17 JORDAN, UTAH AS FOLLOWS:

18 **Section 1. Amendment of City Code Provision.** City Code Title 4, Chapter 2, Article R is amended
19 as shown in Attachments A (Legislative Version) and B (Clean Version) to this Ordinance.

20 **Section 2. Amendment of the Consolidated Fee Schedule.** The Consolidated Fee Schedule is
21 amended as shown in Attachments C (Legislative Version) and D (Clean Version) to this Ordinance.
22

23 **Section 3. Severability.** If any provision of this Ordinance is declared to be invalid by a court of
24 competent jurisdiction, the remainder shall not be affected thereby.

25 **Section 4. Effective Date.** This Ordinance shall become effective immediately upon posting or
26 publication as provided by law and upon (i) the Mayor signing the Ordinance, (ii) the City Council duly
27 overriding the veto of the Mayor as provided by law, or (iii) the Mayor failing to sign or veto the Ordinance
28 within fifteen (15) days after the City Council presents the Ordinance to the Mayor.

29
30 PASSED BY THE CITY COUNCIL OF THE CITY OF WEST JORDAN, UTAH, THIS
31 _____ DAY OF _____ 2025.

32
33 CITY OF WEST JORDAN

34
35 By: _____
36 Chad Lamb
37 Council Chair

38 ATTEST:

39 _____
40 Cindy M. Quick, MMC
41 Council Office Clerk

42 *[See next page.]*

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44
45 **Voting by the City Council**

"YES" "NO"

46 Council Chair Chad Lamb

47 Council Vice-Chair Kayleen Whitelock

48 Council Member Bob Bedore

49 Council Member Pamela Bloom

50 Council Member Kelvin Green

51 Council Member Zach Jacob

52 Council Member Kent Shelton

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PRESENTED TO THE MAYOR BY THE CITY COUNCIL ON _____.

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Mayor's Action: _____ Approve _____ Veto

60 By: _____
61 Mayor Dirk Burton Date

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ATTEST:

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67 _____
68 Tangee Sloan, CMC
69 City Recorder

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STATEMENT OF APPROVAL/PASSAGE (check one)

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76 _____ The Mayor approved and signed Ordinance No. 25-16.

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78
79 _____ The Mayor vetoed Ordinance No. 25-16 on _____ and the
80 City Council timely overrode the veto of the Mayor by a vote of _____ to _____.

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83 _____ Ordinance No. 25-16 became effective by operation of law without the
84 Mayor's approval or disapproval.

85
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87 _____
88 Tangee Sloan, CMC
89 City Recorder

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CERTIFICATE OF PUBLICATION

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95 I, Tangee Sloan, certify that I am the City Recorder of the City of West Jordan, Utah, and that a
96 short summary of the foregoing ordinance was published on the Utah Public Notice Website on the _____
97 day of _____ 2025. The fully executed copy of the ordinance is retained in the Office
98 of the City Recorder pursuant to Utah Code Annotated, 10-3-711.
99

100
101 _____
102 Tangee Sloan, CMC
103 City Recorder
104

105
106 *(Attachment on the following pages.)*
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118 **Attachments A and B to**
119 **ORDINANCE NO. 25-16**
120 **AN ORDINANCE AMENDING THE 2009 WEST JORDAN CITY CODE**
121 **(RENTAL LICENSES, GOOD LANDLORD PROGRAM, AND SHORT-TERM RENTALS);**
122 **Title 4, Chapter 2, Article R**
123

124
125 **Attachment A – Legislative Version**
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127 **Attachment B - Clean Version**
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129 *(See the following pages for the attachments.)*
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Attachments C and D to

ORDINANCE NO. 25-16

**AN ORDINANCE AMENDING THE 2009 WEST JORDAN CITY CODE
(RENTAL LICENSES, GOOD LANDLORD PROGRAM, AND SHORT-TERM RENTALS);
Title 4, Chapter 2, Article R**

Attachment C – Consolidated Fee Schedule Legislative Version

Attachment D - Consolidated Fee Schedule Clean Version

(See the following pages for the attachments.)

1 **ARTICLE R. RENTAL HOUSING/GOOD LANDLORD PROGRAM**

2 SECTION:

3 4-2R-1: License ~~Andand~~ Fee Required

4 4-2R-2: ~~Good Landlord Program~~Rental Property License

5 4-2R-3: ~~Inspections~~Good Landlord Program

6 4-2R-4: ~~Additional Grounds For License Denial, Revocation Or Suspension~~Short Term
7 Rentals

8 4-2R-5: ~~Administration Of Rental Dwelling Unit Business Licensing And Good Landlord~~
9 ProgramInspections

10 4-2R-6: ~~Real Property Maintenance~~Additional Grounds for License Denial, Revocation,
11 or Suspension

12 ~~4-2R-7: Landscaping~~

13
14 4-2R-1: LICENSE AND FEE REQUIRED:

15 All terms used in this article shall have the same meaning as those used in Section 10-
16 1-203.5 of the Utah State Code or its successor provisions.

17 A. ~~License: Notwithstanding anything in chapter 1 of this title or this article to the~~
18 ~~contrary: required~~

19 1. A residential landlord shall obtain and maintain a current general business
20 license in addition to a special rental license as described herein. An exempt business
21 must obtain a general business license~~An owner of a rental dwelling unit shall obtain~~
22 ~~and maintain a current general business license or a special landlord license. Owners of~~
23 ~~exempt rental dwelling units shall obtain a general business license and all other~~
24 ~~owners of rental dwelling units shall obtain a special landlord license.~~

25 2. Residential landlords of more than one rental unit shall be required to obtain
26 only one general business license ~~Owners of more than one rental dwelling unit shall~~
27 ~~be required to obtain only one type of business license unless one of the rental dwelling~~
28 ~~units is an exempt rental dwelling unit.~~

29 3. ~~All owners of rental dwelling units in the City shall provide to the City all owner~~
30 ~~contact information as well as a current, complete list of all of the rental dwelling units~~
31 ~~owned and operated within the City~~ All residential landlords shall provide their contact
32 information as well as a current, complete list of all of the rental units owned and
33 operated within the City.

34 B. ~~Fee Schedule~~required: There is hereby imposed upon the owner of any rental
35 dwelling unit, other than an exempt rental dwelling unit, a disproportionate per rental
36 unit fee based upon a study conducted by the City in accordance with State Statute.

37 1. A per rental unit fee shall be paid according to the consolidated fee schedule
38 Disproportionate Per Rental Unit Fee And Study: ~~The disproportionate per rental unit~~
39 ~~fee shall be adopted by resolution as part of the City's comprehensive fee schedule only~~
40 ~~after completion of a study in accordance with State law and updated accordingly as~~
41 ~~required by State law. No disproportionate rental fee shall be collected by the City until~~
42 ~~such study is complete and adopted as provided in this subsection.~~

43 2. All fees are due and payable upon license application or renewalTime Of
44 Payment: ~~An owner of any rental dwelling unit shall pay the business license fee and~~
45 ~~disproportionate per rental unit fees set forth in the fee schedule at the time of~~
46 ~~application for a new or renewal license.~~

47 3. A reduced per rental unit fee is available to members of the Good Landlord
48 Program as set forth in this articleFailure To Make Payment: ~~Failure to timely make a~~
49 ~~payment of required fees will result in the suspension or revocation of the business~~
50 ~~license and the imposition of penalty fees as set forth in this title.~~

51 4. If there is more than one owner of a rental unit, including purchases under
52 contract, each owner shall be jointly and severally liable to pay the business license
53 fees and per rental unit fees set forth in the fee schedule. Fee Discount: ~~A discount from~~
54 ~~the per rental unit fees is available to members of the Good Landlord Program as set~~
55 ~~forth in this article.~~

56 ~~—5. Joint And Several Liability: If there is more than one owner of a rental dwelling~~
57 ~~unit, including purchases under contract, each owner shall be jointly and severally liable~~
58 ~~to pay the business license fees and per rental unit fees set forth in the fee schedule.~~
59 (Ord. 12-13, 6-13-2012)

60

61 4-2R-2: GOOD LANDLORD PROGRAM RENTAL PROPERTY LICENSE:

62 A residential landlord that is not part of the Good Landlord Program or the Short-Term
63 Rental Program, must obtain a rental property license and pay the fees as established
64 in the consolidated fee scheduleThe owner, or an authorized designee for and on behalf
65 of an owner, of any rental dwelling unit may apply for admission into the West Jordan
66 City Good Landlord Program.

67 ~~—A. Program Admission Requirements:~~

68 ~~—1. Completion and approval of the good owner application.~~

69 —2. Completion of at least four (4) hours of property management education that is:
70 —a. Sponsored by the City or its designated provider.
71 —b. Sponsored by another jurisdiction with curriculum and a program similar to the
72 program set forth in this article.
73 —c. Another third party provided course that is preapproved by the licensing
74 authority before making application.
75 —3. The owner is current as to any and all fees, fines or penalties theretofore
76 assessed by or due to the City.
77 —4. Execution of a written, binding agreement with the City regarding landlord's
78 obligations as set forth in this article.
79 —B. Landlord's Obligations: Each owner participating in the program shall perform the
80 following:
81 —1. Tenant Screening: Owner shall perform all of the following screening
82 requirements for all tenants prior to move in:
83 —a. Application: Owner shall require each prospective tenant to complete a rental
84 application which shall include the tenant's personal and pertinent financial information.
85 Owner shall keep the application on file for the full term of the lease.
86 —b. Driver's License Or State Identification: Owner shall require every prospective
87 tenant as well as each occupant of the premises, who is eighteen (18) years or older, to
88 provide a driver's license or state identification card which owner shall copy and keep on
89 file for the full term of the lease.
90 —c. Credit Check: Owner shall obtain a credit history from every prospective
91 contract signing tenant over the age of eighteen (18). Owner shall keep the credit
92 application on file for the full term of the lease.
93 —d. Income/Employment Verification: Owner shall obtain income/employment
94 verification from every prospective contract signing tenant.
95 —e. Rental References: Owner shall obtain contact information for all of a
96 prospective tenant's previous landlords within the last three (3) years, and the owner
97 shall contact these previous landlords to determine the credit and tenant history of each
98 prospective tenant.
99 —2. Tenant Selection: Owner shall consider the following criteria, at a minimum, for
100 tenant selection and will refuse to rent to any prospective tenant or other proposed
101 occupant who:

102 ~~— a. Provided false information to the owner on the application or otherwise.~~

103 ~~— 3. Eviction: Owner will promptly evict tenants that do not meet the requirements of~~
104 ~~this article or are or become involved in illegal activities.~~

105 ~~— 4. Executed Lease: Owner shall execute a valid, written lease agreement or rental~~
106 ~~agreement with each tenant, which shall include the provisions listed in any owner~~
107 ~~training packet prepared by the licensing authority, and those set forth in this article.~~

108 ~~— 5. Owner Training: As part of the continuing education requirement in subsection~~
109 ~~A2 of this section, owner agrees to attend and complete a City approved four (4) hour~~
110 ~~owner training program every four (4) years.~~

111 ~~— C. City's Obligations: The City shall perform the following for each owner~~
112 ~~participating in the Good Landlord Program:~~

113 ~~— 1. Per Rental Unit Fee Discount: If admitted into the program, the owner shall~~
114 ~~receive the discounted per rental unit fees for members of the program as set forth in~~
115 ~~the fee schedule.~~

116 ~~— 2. Discretionary Waiver: The City reserves the right to waive, amend or otherwise~~
117 ~~forgive a landlord's violation of their agreement, if, at the City's sole discretion, grounds~~
118 ~~exist for such a determination.~~

119 ~~— 3. Notification Of Problems: The City will promptly notify the owner concerning any~~
120 ~~criminal activity or City Code violations by a tenant.~~

121 ~~— D. Program Eligibility Deadline: Within two (2) months of the initial approval or an~~
122 ~~annual renewal of a business license, an owner is eligible to seek admission into the~~
123 ~~Good Landlord Program. Landlords who miss the admission deadline may request a~~
124 ~~late admission waiver from the city administrator who shall promptly review all such~~
125 ~~requests and make a determination of late admission waiver based upon the undue~~
126 ~~circumstances resulting in the missed deadline and for good cause shown.~~

127 ~~— E. Termination And Effect:~~

128 ~~— 1. An owner may be terminated from the Good Landlord Program if:~~

129 ~~— a. Owner fails to fulfill its obligations under the written, binding agreement with~~
130 ~~the City.~~

131 ~~— b. Owner has any unresolved violations of this article, the other provisions of this~~
132 ~~Code, and any other law of a governing authority for more than ninety (90) days.~~

134 ~~— c. Owner has two (2) or more total violations of this article, the other provisions of~~
135 ~~this Code, and any other law of a governing authority within the most recent twelve (12)~~
136 ~~consecutive months.~~

137 ~~— 2. In the event of termination of participation in the program, an owner shall not be~~
138 ~~relieved of liability to the City for damages sustained by virtue of any breach of the~~
139 ~~program agreement by landlord.~~

140 ~~— 3. A terminated owner shall immediately pay the City its accrued annual per rental~~
141 ~~unit fee, less the discount already paid, plus any other penalties provided by this~~
142 ~~chapter for breach or violation. (Ord. 12-13, 6-13-2012; Ord. 17-46, 8-9-2017; Ord. 19-~~
143 ~~27, 10-09-2019; Ord. 19-47, 12-04-2019, Effective at 12 noon on January 6, 2020)~~

144 4-2R-3: INSPECTIONS GOOD LANDLORD PROGRAM:

145 — A. Program Requirements:

146 1. Completion and approval of the Good Landlord application.

147 2. Completion of at least four hours of good landlord training. A certificate of
148 completion must be provided with application.

149 3. Be current as to all fees, fines, or penalties assessed by or due to the city.

150 4. Execution of a written, binding agreement with the city regarding the obligations
151 of the residential landlord and the city.

152 B. Residential Landlord's Obligations:

153 1. Residential landlord shall perform all the following screening requirements for all
154 tenants prior to move in:

155 a. Require each prospective tenant to complete a rental application.
156 Residential landlord must keep the application on file for the full term of the
157 lease.

158 b. Execute a valid, written lease agreement or rental agreement with each
159 tenant.

160 2. Attend and complete a city-approved four-hour good landlord training program
161 every four years. Proof of completion must be provided to the city when license is
162 renewed. A list of city-approved programs can be obtained from the business licensing
163 division.

164 3. Provide to the city the names and contact information for the residential landlord's
165 desired utility repair providers for after-hour services.

166 4. Provide at least one off-street parking space per rental unit at no additional
167 charge to the tenant. Designated parking shall comply with all city laws.

168 C. City's Obligations:

169 1. City shall assess a reduced per-unit rental fee as established in the consolidated
170 fee schedule.

171 2. City will notify the residential landlord concerning any criminal activity or city
172 code violations at the subject property. A. Generally: City officials shall be permitted to
173 make an inspection to enforce any of the provisions of this article or any other
174 applicable statute or ordinance, and may enter any building or may enter upon any
175 premises during regular business hours; or, if there are no regular business hours, the
176 officers or their authorized representatives shall first make a reasonable effort to locate
177 the owner or other persons having charge or control of the building or premises and
178 request entry. If the property owner or other responsible person refuses to allow the
179 enforcement officers to enter and inspect the property, the officer may obtain and
180 execute a search warrant.

181 —B. Entry Upon Proper Request: No owner, occupant or any other person having
182 charge, care or control of any building or premises shall fail or neglect, after proper
183 request or warrant is made, to properly permit entry therein by the City officer for the
184 purpose of inspection and enforcement of this title. (Ord. 12-13, 6-13-2012)

185 4-2R-4: ADDITIONAL GROUNDS FOR LICENSE DENIAL, REVOCATION OR
186 SUSPENSIONSHORT-TERM RENTALS:

187 A. A short-term rental is a dwelling or portion thereof available for use or is used for
188 accommodating or lodging of guests, paying a fee or other compensation for a
189 period of less than 30 consecutive days.

190 B. Short-term rentals are only allowed if:

191 1. The dwelling or portion thereof is available for accommodations or lodging of
192 each guest or guests, for a period of less than 30 consecutive days.

193 2. Parking areas and access to parking areas are maintained and available for
194 use at all times. Parking for this use shall be contained on the site, and shall
195 not be allowed on the public rights-of-way.

196 3. The application for a short-term rental license must be signed by the
197 residential landlord.

198 4. The residential landlord of a short-term rental must pay the license fee as set
199 forth in the consolidated fee schedule.

200 C. The license number issued for a short term rental must be displayed in any
201 online listing for each short-term rental dwelling.

- 202 A. Prior to a license being issued, the residential landlord of a short-term rental shall
203 provide written notice to all property owners within 100 feet of their intent to
204 operate a short-term rental. The notice must include a reference to this section
205 of the City Code, the phone number and email address of the residential
206 landlord, and the phone number for West Jordan Code Enforcement.
207 B. The residential landlord of a short-term rental dwelling must remit all taxes due to
208 the city prior to a license renewal being approved.

209 ~~In addition to the grounds provided in chapter 1 of this title, a business license for the~~
210 ~~owner of one or more rental dwelling units in the city may be denied, revoked, or~~
211 ~~suspended for any one of the following reasons:~~

- 212 ~~—A.— The applicant does not meet the qualifications for a licensee as provided under~~
213 ~~this title.~~
- 214 ~~—B.— Applicant's failure to pay:~~
- 215 ~~—1.— Applicable license and per rental unit fees; and~~
- 216 ~~—2.— Late fees or other penalties that may apply.~~
- 217 ~~—C.— A returned check is given by an owner for required fees.~~
- 218 ~~—D.— Noncompliance with any requirement or condition set by the city's planning~~
219 ~~commission, the city administrator, mayor, or city council.~~
- 220 ~~—E.— Violation of the terms of site plan approval, conditional use permit, variance,~~
221 ~~development agreement, or similar approval.~~
- 222 ~~—F.— Noncompliance with any city, Salt Lake Valley Health Department (SLVHD), state,~~
223 ~~or federal regulations governing the applicant's business.~~
- 224 ~~—G.— The applicant or licensee has obtained or aided another person to obtain a~~
225 ~~license by fraud or deceit.~~
- 226 ~~—H.— The applicant or licensee has refused authorized representatives of the city to~~
227 ~~make an inspection or has interfered with such representatives in making such~~
228 ~~inspection.~~
- 229 ~~—I.— As a result of vicarious liability resulting in a violation of this title or other governing~~
230 ~~law by an agent or employee of the applicant or licensee. (Ord. 12-13, 6-13-2012; amd.~~
231 ~~Ord. 19-47, 12-04-2019, Effective at 12 noon on January 6, 2020)~~

232 ~~4-2R-5: ADMINISTRATION OF RENTAL DWELLING UNIT BUSINESS LICENSING~~
233 ~~AND GOOD LANDLORD PROGRAM INSPECTIONS:~~

234 ~~—All licensed premises are subject to inspection. Interior inspections may only be~~
235 ~~performed with cause and advance notice to the residential landlord, or by obtaining a~~
236 ~~warrant. A. Generally: The City's business license authority shall administer the~~
237 ~~licensing of rental real estate owners and the good landlord program.~~

238 ~~—B. Action On A License: The City may, without a hearing, deny, revoke, or suspend a~~
239 ~~license for the reasons provided in chapter 1 of this title or in this article. Any~~
240 ~~suspension or revocation shall take effect only after any appeal period has elapsed.~~

241 ~~—C. Investigation: The City may, on its own initiative or in response to complaints from~~
242 ~~the general public, investigate and gather evidence of violations of this article or other~~
243 ~~circumstances which may give rise under chapter 1 of this title or this article to a denial,~~
244 ~~suspension or revocation of a business license.~~

245 ~~—D. Adverse Action: For any violation of this article, the City may take adverse action~~
246 ~~and issue a notice of violation (NOV) under title 16 of this Code, and/or criminal citation~~
247 ~~in accordance with the penalties prescribed in this Code. When taking adverse action~~
248 ~~the City may consider:~~

249 ~~—1. Whether owner or licensee participates in the good landlord program.~~

250 ~~—2. The severity of the violation(s).~~

251 ~~—3. The history of prior violation(s) or adverse action(s) connected with the owner or~~
252 ~~licensee.~~

253 ~~—4. The conduct and demeanor of the individual or entity involved.~~

254 ~~—5. The likelihood of obtaining compliance by the specific contemplated action.~~

255 ~~—6. Any other information obtained as part of enforcement or investigation relating to~~
256 ~~the violation(s). (Ord. 12-13, 6-13-2012)~~

257 4-2R-6: REAL PROPERTY MAINTENANCE ADDITIONAL GROUNDS FOR LICENSE
258 DENIAL, REVOCATION, OR SUSPENSION:

259 A. In addition to the grounds provided in chapter 1 of this title, a license issued
260 under this article may be denied, revoked, or suspended for any one of the
261 following reasons:

262 1. Noncompliance with any requirement or condition set by an appropriate city
263 authority.

264 2. Violation of the terms of site plan approval, conditional use permit, variance,
265 development agreement, or similar approval.

266 3. Noncompliance with any city, county, health department, state, or federal
267 regulations. Violations of law must pertain to the property itself, or the rental
268 of the property.

- 269 4. The residential landlord has refused authorized representatives of the city to
270 make a lawful inspection or has interfered with such representatives in
271 making such inspection.
272 5. Residential landlord fails to fulfill its obligations under an agreement with the
273 city.
274 6. There have been two or more law enforcement or code enforcement cases at
275 any one of the owner's rental properties within the most recent 12
276 consecutive months.
277 A. A residential landlord may appeal a license denial, revocation, or suspension by
278 following the procedures outlined in title 4, chapter 1, article C of this code.

279 ~~All real property used for a rental dwelling unit must have proper landscaping, regular~~
280 ~~cleaning, securing, ongoing repair, and maintenance of the premises in a manner that~~
281 ~~will:~~

- 282 ~~—A.—Prevent fire hazards.~~
283 ~~—B.—Prevent insect, rodent and other vermin harborage.~~
284 ~~—C.—Prevent introduction of hazardous pollutants into the air.~~
285 ~~—D.—Prevent spreading of vegetation that threatens the public health, safety, or~~
286 ~~welfare.~~
287 ~~—E.—Enhance the appearance of property, increase property values and encourage~~
288 ~~neighborhood creation and maintenance within the City.~~
289 ~~—F.—Foster or improve the City's image, property values, and neighborhood success.~~
290 ~~—G.—Lawfully dispose of cuttings from grass, weeds or solid waste.~~
291 ~~—H.—Effectively secure any vacant structure.~~
292 ~~—I.—Lawfully dispose of any unsightly or deleterious objects or structures.~~
293 ~~—J.—Promptly remove or erase graffiti on any structure located on the premises. ((Ord.~~
294 ~~12-13, 6-13-2012))~~

295 ~~4-2R-7: LANDSCAPING:~~

296 ~~All rental dwelling units in the City shall have and maintain landscaping in front yards~~
297 ~~between the front line of the house and the sidewalk on the entire width of the lot~~
298 ~~excluding the driveway. On corner lots, landscaping shall be installed in all areas~~
299 ~~between the sidewalk and the side line of the house between the front property line and~~
300 ~~the rear property line which are visible from the public right-of-way. All landscaping shall~~
301 ~~conform to applicable requirements located elsewhere in this Code. Waivers of this~~

302 landscaping requirement may be sought through the City Zoning Administrator. (Ord.
303 ~~12-13, 6-13-2012~~)

1 **ARTICLE R. RENTAL HOUSING/GOOD LANDLORD PROGRAM**

2 SECTION:

3 4-2R-1: License and Fee Required

4 4-2R-2: Rental Property License

5 4-2R-3: Good Landlord Program

6 4-2R-4: Short Term Rentals

7 4-2R-5: Inspections

8 4-2R-6: Additional Grounds for License Denial, Revocation, or Suspension

9
10 4-2R-1: LICENSE AND FEE REQUIRED:

11 All terms used in this article shall have the same meaning as those used in Section 10-
12 1-203.5 of the Utah State Code or its successor provisions.

13 A. License required

14 1. A residential landlord shall obtain and maintain a current general business
15 license in addition to a special rental license as described herein. An exempt business
16 must obtain a general business license.

17 2. Residential landlords of more than one rental unit shall be required to obtain
18 only one general business license .

19 3. All residential landlords shall provide their contact information as well as a
20 current, complete list of all of the rental units owned and operated within the City.

21 B. Fee required

22 1. A per rental unit fee shall be paid according to the consolidated fee schedule .

23 2. All fees are due and payable upon license application or renewal.

24 3. A reduced per rental unit fee is available to members of the Good Landlord
25 Program as set forth in this article.

26 4. If there is more than one owner of a rental unit, including purchases under
27 contract, each owner shall be jointly and severally liable to pay the business license
28 fees and per rental unit fees set forth in the fee schedule. (Ord. 12-13, 6-13-2012)

29
30 4-2R-2: RENTAL PROPERTY LICENSE:

31 A residential landlord that is not part of the Good Landlord Program or the Short-Term
32 Rental Program, must obtain a rental property license and pay the fees as established
33 in the consolidated fee schedule. (Ord. 12-13, 6-13-2012; Ord. 17-46, 8-9-2017; Ord.
34 19-27, 10-09-2019; Ord. 19-47, 12-04-2019, Effective at 12 noon on January 6, 2020)

35 4-2R-3: GOOD LANDLORD PROGRAM:

36 A. Program Requirements:

- 37 1. Completion and approval of the Good Landlord application.
- 38 2. Completion of at least four hours of good landlord training. A certificate of
39 completion must be provided with application.
- 40 3. Be current as to all fees, fines, or penalties assessed by or due to the city.
- 41 4. Execution of a written, binding agreement with the city regarding the obligations
42 of the residential landlord and the city.

43 B. Residential Landlord's Obligations:

- 44 1. Residential landlord shall perform all the following screening requirements for all
45 tenants prior to move in:
 - 46 a. Require each prospective tenant to complete a rental application.
47 Residential landlord must keep the application on file for the full term of the
48 lease.
 - 49 b. Execute a valid, written lease agreement or rental agreement with each
50 tenant.
- 51 2. Attend and complete a city-approved four-hour good landlord training program
52 every four years. Proof of completion must be provided to the city when license is
53 renewed. A list of city-approved programs can be obtained from the business licensing
54 division.
- 55 3. Provide to the city the names and contact information for the residential landlord's
56 desired utility repair providers for after-hour services.
- 57 4. Provide at least one off-street parking space per rental unit at no additional
58 charge to the tenant. Designated parking shall comply with all city laws.

59 C. City's Obligations:

- 60 1. City shall assess a reduced per-unit rental fee as established in the consolidated
61 fee schedule.

62 2. City will notify the residential landlord concerning any criminal activity or city
63 code violations at the subject property. (Ord. 12-13, 6-13-2012)

64 4-2R-4: SHORT-TERM RENTALS:

- 65 A. A short-term rental is a dwelling or portion thereof available for use or is used for
66 accommodating or lodging of guests, paying a fee or other compensation for a
67 period of less than 30 consecutive days.
- 68 B. Short-term rentals are only allowed if:
- 69 1. The dwelling or portion thereof is available for accommodations or lodging of
70 each guest or guests, for a period of less than 30 consecutive days.
- 71 2. Parking areas and access to parking areas are maintained and available for
72 use at all times. Parking for this use shall be contained on the site, and shall
73 not be allowed on the public rights-of-way.
- 74 3. The application for a short-term rental license must be signed by the
75 residential landlord.
- 76 4. The residential landlord of a short-term rental must pay the license fee as set
77 forth in the consolidated fee schedule.
- 78 C. The license number issued for a short-term rental must be displayed in any
79 online listing for each short-term rental dwelling.
- 80 D. Prior to a license being issued, the residential landlord of a short-term rental shall
81 provide written notice to all property owners within 100 feet of their intent to
82 operate a short-term rental. The notice must include a reference to this section
83 of the City Code, the phone number and email address of the residential
84 landlord, and the phone number for West Jordan Code Enforcement.
- 85 E. The residential landlord of a short-term rental dwelling must remit all taxes due to
86 the city prior to a license renewal being approved.

87 (Ord. 12-13, 6-13-2012; amd. Ord. 19-47, 12-04-2019, Effective at 12 noon on January
88 6, 2020)

89 4-2R-5: INSPECTIONS:

90 All licensed premises are subject to inspection. Interior inspections may only be
91 performed with cause and advance notice to the residential landlord, or by obtaining a
92 warrant. (Ord. 12-13, 6-13-2012)

93 4-2R-6: ADDITIONAL GROUNDS FOR LICENSE DENIAL, REVOCATION, OR
94 SUSPENSION:

- 95 A. In addition to the grounds provided in chapter 1 of this title, a license issued
96 under this article may be denied, revoked, or suspended for any one of the
97 following reasons:

- 98 1. Noncompliance with any requirement or condition set by an appropriate city
99 authority.
- 100 2. Violation of the terms of site plan approval, conditional use permit, variance,
101 development agreement, or similar approval.
- 102 3. Noncompliance with any city, county, health department, state, or federal
103 regulations. Violations of law must pertain to the property itself, or the rental
104 of the property.
- 105 4. The residential landlord has refused authorized representatives of the city to
106 make a lawful inspection or has interfered with such representatives in
107 making such inspection.
- 108 5. Residential landlord fails to fulfill its obligations under an agreement with the
109 city.
- 110 6. There have been two or more law enforcement or code enforcement cases at
111 any one of the owner's rental properties within the most recent 12
112 consecutive months.
- 113 B. A residential landlord may appeal a license denial, revocation, or suspension by
114 following the procedures outlined in title 4, chapter 1, article C of this code.

115 (Ord. 12-13, 6-13-2012)

1 **BUSINESS LICENSING**

2 *Pursuant to West Jordan Municipal Code 4-1B-1 and 2, every person engaging*
3 *in business within the City shall apply for and maintain in full force and effect a*
4 *valid City business license. (Ord. 12-13, 6/13/2012)*

5

6 6) Rental Dwelling Units (annual fee)

7 a) Application (one-time) \$55

8 ~~b) License \$44~~

9 ~~eb) Good Landlord Program Rental License Fee.....\$2150 per~~
10 ~~rental unit~~

11 ~~dc) Standard Fee\$325~~
12 ~~per rental unit~~

13 ~~d) Short-Term Rental License Fee\$325 per~~
14 ~~rental uniti) Condominium/Townhouse\$171 per~~
15 ~~unit~~

16 ~~ii) Duplex\$34 per unit~~

17 ~~iii) Multi-Unit\$171 per unit~~

18 ~~iv) Mobile Home\$32~~

19 ~~v) Single Family Home\$168~~

1 **BUSINESS LICENSING**

2 *Pursuant to West Jordan Municipal Code 4-1B-1 and 2, every person engaging*
3 *in business within the City shall apply for and maintain in full force and effect a*
4 *valid City business license. (Ord. 12-13, 6/13/2012)*

5

6 6) Rental Dwelling Units (annual fee)

7 a) Application (one-time) \$55

8 b) Good Landlord Program Rental License Fee.....\$50 per rental
9 unit

10 c) Standard Fee\$325
11 per rental unit

12 d) Short-Term Rental License Fee\$325 per
13 rental unit



MINUTES OF THE CITY OF WEST JORDAN
COMMITTEE OF THE WHOLE
Tuesday, March 25, 2025 – 4:00 pm
Approved April 8, 2025
8000 S Redwood Road, 3rd Floor
West Jordan, UT 84088

1. CALL TO ORDER

COUNCIL: Chair Chad Lamb, Vice Chair Kayleen Whitelock, Bob Bedore, Pamela Bloom, Kelvin Green, Zach Jacob, Kent Shelton

STAFF: Council Office Director Alan Anderson, Senior Assistant City Attorney Patrick Boice, Mayor Dirk Burton, City Attorney Josh Chandler, Public Works Director Brian Clegg, Policy Analyst & Public Liaison Warren Hallmark, Code Enforcement Manager Brock Hudson, Assistant City Administrator Paul Jerome, Community Development Director Scott Langford, City Administrator Korban Lee, Council Office Clerk Cindy Quick, Deputy Police Chief Jeremy Robertson

Chair Chad Lamb called the meeting to order at 4:00 pm.

2. DISCUSSION TOPICS

a. Discussion Regarding the Good Landlord Program and Short-Term Rentals

Senior Assistant City Attorney Patrick Boice presented proposed language for the Good Landlord Program and short-term rentals code with previous feedback from the Council and staff incorporated. He noted that Council feedback included the suggestion to increase the Good Landlord Program fee from \$50 to \$75 but explained that staff recommended keeping the fee at \$50.

Chair Lamb advocated that any revenue increases from the program should be allocated toward its administration. Mr. Boice said the goal was to add a full-time employee to oversee the Good Landlord Program and short-term rentals. Responding to a question from Council Member Bloom, Mr. Boice said current participants would be phased in at time of renewal.

The Council discussed the possibility that landlords might pass the cost of increased fees to the renters. Mr. Boice noted that State law did not allow the City to prohibit passing costs to tenants. Council Member Green suggested offering property owners a discount if they hired a property management company. Council Member Whitelock commented that it had been her experience that property management companies did not always respond to the needs of renters. Council Member Bloom believed corporations would be able to hire property management however mom-and-pop situations may not.

Council Member Green mentioned that one reason the Council wanted the Good Landlord Program was to keep units from becoming deteriorated. He suggested including a requirement for rental properties to be maintained appropriately under City Code

(including landscaping) for participation in the program. Vice Chair Whitelock believed that such a requirement would make some neighborhoods happier. Mr. Boice agreed with requiring compliance with existing codes. Council Member Green suggested including reference to Code Enforcement.

Council Member Green believed the reference to violation of “City, County Health, State, or Federal regulations” was too nebulous and should be revised. Mr. Boice noted it was similar language to that used for business licenses. Council Member Green suggested the language should clarify that violation of regulations, related specifically to the West Jordan rental property, would be grounds for removal from the program, and suggested the same clarification should be made for business licenses. Mr. Boice commented that the Good Landlord Program was meant to encourage landlords to spend more time selecting tenants. Mr. Boice said staff could amend the language to state that violation of regulations tied to the property or rental of the property would be grounds for removal from the program.

Council Member Green believed property owners had a constitutional right to refuse an inspection of their property and was uncomfortable with language indicating that refusal of an inspection would be grounds for removal from the program or revocation of a business license. City Attorney Josh Chandler suggested participation in the program could include consent to property inspections. Council Member Green would be comfortable with the grounds for removal if agreement to waive the Fourth Amendment right was included in the participation document. Mr. Boice said language could include interference with a lawful warrant or consent-type inspection could be grounds for removal.

Council Member Green referred to language stating a participant could not have more than two violation incidents within a 12-month period, and asked if the 12-month period was a calendar period or a rolling 12-month period. He asked how the incidents would be tracked with multiple City departments involved. Mr. Boice noted the language specified twelve consecutive months, and referenced the Cityworks GIS program that could help with coordination between departments. Community Development Director Scott Langford said staff recognized the need for communication between departments, and asked the Council not to get caught up in the administrative function of how it would be done.

Vice Chair Whitelock questioned how the City would know if a home was still being used as a business if a business license was revoked. Mr. Boice said a lot of code enforcement came from complaints. He said the City had access to Granicus, which could pull online short-term and long-term listings and look for addresses in West Jordan. Vice Chair Whitelock suggested the Good Landlord Program and business licenses should be considered separately. Mr. Boice said participation in the Good Landlord Program was part of a rental business license, providing a significant discount in fees.

Council Member Green asked if proposed language in the document would prohibit a landlord or tenant from being able to sublet with the requirement for all occupying adults to be listed on a lease agreement. Mr. Boice said he believed a landlord needed to be aware of who would be living in a home and if an adult were going to stay at a rental participating

in the Good Landlord Program for more than a certain number of nights, the name would need to be added to the lease. Council Member Jacob agreed with Council Member Green that the language requiring the name of all resident adults to be listed on a lease should not be included.

Chief Robertson said a big challenge with enforcement was individuals responsible for a property not taking action. Vice Chair Whitelock asked if he saw a reason to require the names of all residents over 18 to be listed on a lease agreement, and Chief Robertson responded he did not. Council Member Green suggested letting the landlord decide who should be listed on a lease. Council Member Jacob suggested lease agreements should state that the lessee would be responsible for the actions of everyone they allowed to stay on the property. Mr. Boice said he had marked and could strike the language in question.

Mr. Boice said an objective of the Good Landlord Program was to reduce the number of incidents and need for code enforcement through specific requirements, with increased incentives. He said South Salt Lake City required the names of all occupying adults to be listed on a rental unit lease agreement, with background checks, to qualify for participation in the Good Landlord Program. Council Member Green said he would prefer membership in the Good Landlord Program to be more broad, with the City focusing on enforcement.

Council Member Bedore asked if other members of the Council were comfortable with language requiring at least one parking space on-site per rental unit. Council Member Shelton said the City did not want cars on the street. The Council and staff discussed different rental scenarios. Council Member Bedore said he did not think the proposed language fit both apartment complex and single-family home scenarios. Vice Chair Whitelock believed landlords should not be allowed to charge residents for parking spaces required by City Code. Mr. Langford said staff could adjust the language for the Good Landlord Program and tie the requirement to City Code.

Mr. Boice said it was his understanding from the discussion that the Council wanted the Good Landlord Program to be fairly easy to enroll in, with the City working on enforcement, and membership revoked for violation of requirements.

Responding to a question from Council Member Bloom, Mr. Boice said training would be available for landlords and tracked by the City. Council Member Green said the training certificates should be uploaded to the City system by the landlords.

Council Member Green suggested the PC Hillside Zone Use Table needed to be amended for allowance of short-term rentals citywide. The Council discussed issues with short-term rentals, and resident concerns that had been expressed to them. Council Member Green thought some of the concerns would be alleviated by the requirement to provide notice of a short-term rental to neighbors.

Mr. Boice said staff would work on the language and bring the document back to the City Council for action.

b. Discussion of proposed amendments to Council Policies and Procedures

Chair Lamb commented that proposed amendments to Council Policies and Procedures had been discussed by the Council at a previous meeting, with desire expressed for further discussion of Section 2.6 Town Hall Meetings and Section 3.5 Public Comment Period.

Policy Analyst & Public Liaison Warren Hallmark noted that the proposed language was currently written to allow any member of the Council to call for a Town Hall meeting. Council Member Bedore suggested requiring two members of the Council to call for a Town Hall meeting to avoid the use of Town Hall meetings for campaign purposes. Council Member Jacob said everything Council Members did could be seen as campaigning once they were elected. He believed the existing requirement for support of two members of the Council to place an item on a Council meeting agenda provided the necessary backstop.

Council Member Jacob agreed with the suggestion that all members of the Council must be informed about a Town Hall meeting. Council Member Green suggested requiring notice to other members of the Council two weeks prior to a Town Hall meeting. Vice Chair Whitelock said she did not think two weeks was necessary but would agree with a one-week courtesy notice to members of the Council.

Council Member Jacob pointed out the discussion was specifically about Town Hall meetings with staff support. Council Member Green agreed with requiring support of two members of the Council for a Town Hall meeting if staff support was involved. He suggested adding language to 2.6A clarifying that such a meeting would in no way be considered an official meeting of the City Council.

Vice Chair Whitelock commented that with the proposed rule, she would be able hold a Town Hall meeting as an at large Council Member without using any staff time, and she would not need to inform any other member of the Council. Council Member Bedore believed other members of the Council should be informed. Council Member Green believed the issue involved common courtesy. Vice Chair Whitelock believed the language as drafted was sufficient. Council Member Bedore wanted a unified Council.

Council Member Green suggested requiring that any member of the Council must inform Council staff of a planned Town Hall meeting. Two members of the Council must be involved if staff time was engaged for organization or scheduling of the meeting. Staff would inform the rest of the Council of the meeting whether or not staff were involved. Council Office Director Alan Anderson agreed with members of the Council informing Council staff of plans to hold a meeting so staff could give accurate information to members of the public who called in.

Council Member Jacob suggested Section 2.6 should include a definition of Town Hall meeting. Mr. Hallmark commented that language could be added stating it was prohibited under State law to use time or work of public employees for campaigning. Council Members Shelton, Green, Lamb, Jacob, and Bedore indicated support for adding language to require support of two members of the Council to hold a Town Hall meeting if staff time

was needed. Council Member Green requested staff send proposed language to the Council with sufficient time for review.

Referring to Section 3.5, Chair Lamb commented that he would support proposed language imposing a one-hour time limit for the public comment period, with option to extend. Council Members Bedore, Green, and Jacob expressed agreement. Council Member Bloom believed it was the residents' right to speak to whatever topic they wanted, even if the same thing was said over and over again.

Mr. Hallmark showed a list of cities in the area and whether they had a public comment time limit, allowed virtual participation, and required registration. Mr. Hallmark noted that proposed language had not yet been changed, but staff agreed with the Council that members of the public providing public comment should be able to fill out a comment card at any time during the meeting. Council Member Green referred to the Open Public Meetings Act (OPMA) and emphasized that the comment cards were important for preparation of meeting minutes. Chair Lamb expressed concern that members of the public could put down a name that was not their own.

Council Member Jacob said in the past, those who filled out and submitted a comment card prior to the meeting were invited to give public comment first. He expressed the opinion that it was not unreasonable to ask for the names of those addressing the Council during the public comment period. Chair Lamb said the option could be provided, but he did not want to require people to fill out a card and Council Member Bloom agreed. Council Member Jacob suggested placing a sign-in sheet at the podium for those who provided public comment to sign. A majority of the Council appeared to support providing the options of a comment card and a sign-in sheet at the podium.

Council Member Shelton said he was against allowing online public participation during Council meetings. Council Member Bloom felt that while the goal of promoting accountability was understandable, such a policy could have significant unintended consequences, both practical and legal. She said such a policy could violate ADA protections of individuals with disabilities or individuals uncomfortable appearing on camera. She said individuals uncomfortable with or unable to operate video technology needed to be considered, as well as those unable to make it to a Council meeting in person. She mentioned that low-income individuals could also be disproportionately impacted and did not want any barriers to participation. She believed the public forum should be safe and accessible to all. She suggested camera use could be encouraged, but not mandatory to participate.

Council Member Jacob stated the public forum was public, and expressed the opinion that individuals should not be allowed to participate in the public forum anonymously. Council Member Bloom believed the City could collect names without requiring participation by camera. Council Member Shelton pointed out that a number of cities in the area did not allow virtual participation. Council Member Bloom noted that representatives of several of those cities had asked West Jordan representatives how to improve their virtual participation.

Council Member Green noted there was no legal requirement to allow virtual public participation in the public comment period of a meeting. He said ADA compliance became applicable when individuals entered the building. However, Council Member Green said the Legislature had decided to require cities going through Truth in Taxation to hold a public meeting virtually. He would prefer cameras to be off for public comments because he did not want the cameras to be used for signs or anything inappropriate.

Council Member Green would like phone participation to be handled on a case-by-case basis, with those needing ADA accommodation allowed to dial in by phone. City Attorney Josh Chandler said the more consistent the rules, the easier it would be to apply. He commented there were other formats in which residents could submit comments. Council Member Jacob said disallowing someone who met established requirements from speaking would be troublesome and noted the Council was not required to allow virtual participation.

Mr. Chandler said the term “public forum” carried legal significance, and said there were other terms that would better describe the Council meeting public comment period.

Council Office Director Alan Anderson demonstrated how online registration for participation in public comments could work. Staff explained that registration and joining the meeting could occur at any time during the meeting. Council Members Lamb, Jacob, Green, and Whitelock indicated support of online registration to participate in public comments.

Staff confirmed the City would be able to turn off view of an individual’s camera if needed. The Council and staff discussed panelist versus attendee designations on Zoom. Council Member Green suggested that online public comment participants remain “attendees”, in which case the question of cameras became moot. The Council reviewed a sample public comment card for in-person registration and provided feedback.

Chair Lamb stated that the item should return to the City Council for action, with no expectation of further discussion in the Committee of the Whole meeting.

c. Discussion of Council Priorities

Chair Lamb explained that a preliminary budget discussion was scheduled for the April 8 Committee of the Whole meeting and asked members of the Council to bring their priorities for the budget to the next meeting.

Chair Lamb referred to a list of priorities generated from a Council survey. Mr. Hallmark presented vision statements provided by members of the Council. Council Member Green pointed out the words “thriving community”, “vibrant”, and “welcoming” were used in multiple statements, as well as the concept of live, work, and play.

Mr. Langford reminded the Council that the General Plan included a vision statement, and suggested any change in the vision statement should be reflected in the General Plan.

Council Member Bedore said the Council had discussed some of the businesses they would like to have in West Jordan (Costco, Trader Joe’s, a steakhouse), but said that in addition

to those businesses, West Jordan needed something different that specifically brought people to the city. Council Member Shelton reminded members of the council that West Jordan had the Wheels Park.

The Council discussed different areas of the City. Vice Chair Whitelock asked if the Council wanted to dedicate funding to get specific development going. Council Member Shelton believed it was a top priority for the city.

Responding to a question from Mr. Hallmark, Council Member Bloom believed having a vision statement was the first step in the process of determining council priorities. Vice Chair Whitelock agreed. Vice Chair Whitelock suggested figuring out how to use RDA money to help with economic development.

City Administrator Korban Lee sought feedback on developing the property across from City Hall, noting the primary challenge is relocating the School District's facilities, an estimated \$30 million expense. He suggested that moving the district facilities could attract private investment but acknowledged additional funding would be needed for parking garages and other infrastructure. A 20%-25% property tax increase might be required to initiate the project, though staff are exploring creative alternatives. Lee also proposed considering a different location. Council Member Green asked if a temporary building on City-owned property could house School District employees while a new facility is built on the west side.

Council Member Jacob was fully supportive, and suggested a bond would be the best funding option. Vice Chair Whitelock believed doing nothing was not an option and favored developing the property incrementally. Council Member Jacob believed residents wanted something to happen in the City Center. Council Member Shelton and Vice Chair Whitelock expressed concern with a 25% property tax increase. Vice Chair Whitelock suggested purchasing property to attract developers in the area. Mr. Lee asked if Council was comfortable overpaying for property to make the project work- members agreed it might be necessary. Council Member Jacob emphasized the need for visible progress, with Bedore supportive of relocating the district away from the corner to enhance the area's presence.

3. ADMINISTRATIVE ITEMS

None

4. ADJOURN

Chair Lamb adjourned the meeting at 6:38 pm.

I certify that the foregoing minutes represent an accurate summary of what occurred at the meeting held on March 25, 2025. This document constitutes the official minutes for the West Jordan Committee of the Whole meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this 8th day of April 2025



**MINUTES OF THE CITY OF WEST JORDAN
COMMITTEE OF THE WHOLE
Tuesday, February 25, 2025 – 4:00 pm
Approved March 11, 2025
8000 S Redwood Road, 3rd Floor
West Jordan, UT 84088**

1. CALL TO ORDER

COUNCIL: Chair Chad Lamb, Vice Chair Kayleen Whitelock, Bob Bedore, Pamela Bloom, Kelvin Green, Kent Shelton (arrived at 4:06 pm), Zach Jacob (arrived at 4:14 pm)

STAFF: Council Office Director Alan Anderson, Senior Assistant City Attorney Patrick Boice, Mayor Dirk Burton, City Attorney Josh Chandler, Public Works Director Brian Clegg, City Planner / Zoning Administrator Larry Gardner, Policy Analyst & Public Liaison Warren Hallmark, Code Enforcement Manager Brock Hudson, Community Development Director Scott Langford, City Administrator Korban Lee, Assistant City Attorney Duncan Murray, Council Office Clerk Cindy Quick, Deputy Police Chief Jeremy Robertson

Chair Lamb called the meeting to order at 4:00 pm, and noted that Council Members Shelton and Jacob were absent, but were expected to join shortly.

2. DISCUSSION TOPICS

a. Discussion regarding Rental and Use Rates for the new West Jordan Community and Arts Center.

Events Manager Ashley Dupler presented proposed use rates and processes for the new West Jordan Community and Arts Center. She said the reservation system and rental process would be the same as were used for other City facilities, and an event staff member would be onsite for all events open to the public. A member of the facilities team would take care of janitorial needs (with the event staff member taking care of janitorial needs during events.)

Council Member Whitelock felt strongly that something should be in place to tell West Jordan contract entities they would be responsible for damages. City Administrator Korban Lee suggested grant agreements should be updated as well. Council Member Green said it seemed confusing to give contract entities money so they could give it back. He suggested negotiating a certain monetary amount for use of the facility, and reducing the annual amount given by that much.

Council Member Shelton arrived at 4:06 pm.

Mr. Lee said facility use for a certain number of days per year could be negotiated, but suggested an entity may not manage the building as well if they were not paying for each use. He suggested that by increasing grant amounts and charging rental rates, entities

would take better care of the building. Mr. Lee said the City wanted performance groups in the facility just long enough for dress rehearsals and the run of a show, not for weeks ahead. He suggested groups would be more likely to treat the building well if they paid for what they used. Mr. Lee added that entities were able to apply for ZAP grants based on the size of their budgets. He spoke of trying to strike a balance between making the fees high enough that the building was used cautiously, and having fees low enough that West Jordan groups were not driven to use the Mid-valley Performing Arts Center.

Council Member Bloom suggested setting an initial trial period followed by adjustments as needed, with a structured annual review. The Council and staff discussed proposed use rates. Council Member Green questioned whether the proposed rate of \$150 would cover the City's custodial and utility costs. Chair Lamb pointed out the purpose was not to make money on the building, and suggested thinking about the facility like a City park. Council Member Green responded at least electricity and custodial costs should be covered with a rental fee. Vice Chair Whitelock said she believed it was understood from the beginning that the City would be subsidizing the facility.

Council Member Jacob arrived at 4:14 pm.

Mr. Lee said the hope was that the marginal earned rental revenue would match the added cost of the building being used. Responding to a question from Vice Chair Whitelock, Mr. Lee said other performance groups could be offered rental for a block of days at a time similar to what was planned for the West Jordan Cultural Arts Society (WJCAS).

Council Member Bedore said he had been involved for many years with performing arts in Midvale. He suggested allowing groups to be "partners", exchanging volunteer hours and other services for a break in the rate. Council Member Bedore said he strongly supported charging entities for every use of the building.

The Council and staff discussed security deposits, insurance requirements, and the facility's alcohol license. Mr. Lee commented the City would be providing only very basic lighting and sound equipment with the building. Entities would be able to contract with WJCAS for use of theatrical lighting and sound mixing/microphone equipment and a technician to help with operation. Council Member Bedore suggested a small fee should be charged for use of the projector and screen to cover lightbulb replacement costs. Council Member Green said the cost of replacing anything disposable should be baked into the use fee.

Mr. Lee said the proposed rate structure would mean the WJCAS would need approximately \$5,000 more annually than the current grant amount. Council Member Bedore said he believed the proposed rates were good. Vice Chair Whitelock said she would be comfortable raising the rates a bit. She compared the art center to the cemetery, and said she did not want the rates so low that non-residents took advantage of it to the point that residents could not. Council Member Green said he agreed, and suggested changing the verbiage from "performance day" to "event day". Vice Chair Whitelock said she agreed.

Chair Lamb said he did not want the rate to be so high that the group the building was built for could not afford to use the building. Mr. Lee said the WJCAS was on the agenda to make a presentation to the Council later in the evening. He said WJCAS had been advised to base their budget for the next year on the proposed rates.

Council Member Green asked if contracting with a ticket agency had been considered. Mr. Lee responded staff did not propose such an arrangement because a ticket agency would take a cut of the ticket price, and the venue was small enough that staff was unsure how many events would be ticketed. Vice Chair Whitelock said she wanted ticket prices to be affordable for the community.

Vice Chair Whitelock spoke of a perceived promise made to the WJCAS by a previous Council, and said she would not want the facility to have so many events that it was not available to the WJCAS. Council Member Bedore suggested partners have first opportunity for booking. The Council discussed the many different types of groups that may potentially want to use the facility. Ms. Dupler spoke of opportunities to spread the word.

Council Member Green said one of the initial goals had been to shift many events away from Pioneer Hall, which was architecturally sensitive. He suggested setting the rates a little lower than Pioneer Hall to encourage the transition. Mr. Lee said staff did not want to discount use rates too much, because City rates were already fairly discounted.

Vice Chair Whitelock suggested proceeding with the proposed rates, with a report to the Council in six months. Mr. Lee estimated the building could be open to the public in July, and spoke of possible grand opening events. Council Members Bedore, Shelton, Whitelock, Jacob, Lamb, and Green indicated support for moving forward as discussed.

b. Discussion on Elements of Storage of Commercial Vehicles

Community Development Director Scott Langford thanked the Council for participating in a survey provided to them. He said survey responses indicated aesthetics was important to a majority of the Council. Mr. Langford said staff needed a little more feedback from the Council before drafting proposed code language.

Assistant Planner Megan Jensen asked for Council feedback regarding allowed length of time to store/park Class 4 vehicles. Council Member Shelton said he would be comfortable with a maximum of 72 hours. Vice Chair Whitelock said she agreed, and said she had heard some resident complaints about school buses parked in their neighborhoods. Council Member Bloom said she did not feel parked school buses hurt anyone. Council Member Jacob expressed the opinion that the Class 4 vehicles shown (school bus, Greyhound bus, tour bus) were similar in appearance to a large RV.

Mr. Langford said the goal was to draft an ordinance that was enforceable. The Council was shown photos of Class 5 vehicles. Council Member Shelton suggested allowing Class 5 vehicles to be parked in a neighborhood for a maximum of 72 hours. Council Member Bloom asked why it would matter if the vehicle was parked on someone's property.

Council Member Green said it would depend on where the vehicle was parked. Council Member Jacob suggested establishing a standard that would apply to all vehicles. Council Member Bloom said she agreed that it depended on the location, and said she did not want to take freedoms and property rights away and create more drama for everyone. Council Member Whitelock said she would agree with storage of a Class 5 vehicle if screened or parked behind a house. Council Member Whitelock said it was important for a vehicle to not be visually intrusive.

Mr. Lee said it appeared a majority of the Council was comfortable with storage of Class 4 or Class 5 vehicles if fully enclosed or behind an opaque fence/screening. Council Member Bloom said she did not want to take people's rights away.

Council Member Bloom left at 5:04 pm.

Council Member Green asked if it would be easier to address the issue by use than by type of vehicle. Mr. Lee said the black-and-white nature of vehicle classification was easier to enforce than the subjective nature of use. Council Member Green said he was comfortable with one large vehicle stored on a property behind a home, but would not want back yards to turn into storage yards.

The Council and staff discussed approved surfaces on which the vehicles could be stored. A majority of the Council appeared to support storage on concrete and gravel. Council Members Shelton, Green, Whitelock, and Bedore expressed a desire to restrict the number of Class 4 or 5 vehicles stored on a residential lot to one.

Council Member Whitelock said she would be comfortable with the same storage restrictions for small earthmoving equipment. Council Member Green asked if it would be better to use classification (Class 5 or Class 6) or gross vehicle weight. Code Enforcement Manager Brock Hudson said quantity within the classification would be easier to enforce than gross vehicle weight. Council Member Shelton said he would be comfortable allowing storage of up to three small earthmoving equipment items behind a fence.

Council Member Green mentioned home-based businesses involving storage of more than three pieces of small earthmoving equipment, and said the Council would address home-based businesses with a different ordinance. He said he would be comfortable allowing up to three for personal use, and any more than three would be considered commercial use. Responding to a question from Vice Chair Whitelock, Senior Assistant City Attorney Patrick Boice said most cities were more concerned about weight than aesthetics on the issue, because residential roads were built for specific weights. Mr. Langford mentioned that traffic generation was an associated impact.

Council Member Jacob said it would be easier for him to support the principle of saving roads than concern for aesthetics. Council Members Green, Lamb, Whitelock, Bedore, and Shelton indicated support for allowing a maximum of three total small earthmoving equipment items.

Responding to a question from Mr. Langford, a majority of the Council indicated support for allowing storage of motorhomes (non-commercial) as long as they were parked behind the front of a house, screened, and on an improved surface. For Class 6 and above, Mr. Lee said weight became a serious issue. Council Member Shelton said he would be in favor of not allowing storage of Class 6 vehicles in residential zones. Vice Chair Whitelock said she agreed.

Mr. Langford thanked the Council for their feedback. Responding to a question from Council Office Director Alan Anderson, Council Members Whitelock and Green said they wanted the draft code to be brought back to the Committee of the Whole. The Council and staff discussed storage of the front of a semi-truck, which was currently allowed by City Code. Vice Chair Whitelock said she would prefer not to allow storage of the front of a semi-truck in residential zones. Council Members Shelton and Green indicated agreement. Council Members Bedore and Lamb said they would like more information before removing the existing exception. Council Member Green asked if a related question could be included on the annual citywide survey. Council Member Jacob expressed the opinion it was a big problem for a small amount of people, and the citywide survey would not be the right place for the question.

c. Presentation on Good Landlord Program and Short Term Rentals

Senior Assistant City Attorney Patrick Boice presented proposed highlights for a Good Landlord Program and Short-Term Rental Program:

Good Landlord Program

- Success of program measured by lack of code or law enforcement
- Significant reduction in license fees due to reduction in need for City involvement
- Active inspection cycle and revocation for non-compliance
- Failure to honor program agreement will be grounds to remove from program
- Landscaping and parking concerns addressed by program agreement
- Appeals go through Administrative Law Judge

Short-Term Rental Program

- Not restricted to owner occupied properties
- Parking must be on site – no street parking allowed
- Notice is required to be given to neighbors along with contact information for the owner and Code Enforcement
- Taxes and fees tracked and collected to ensure full compliance
- Landscaping requirements
- Unique license number issued

Council Member Jacob said he felt the same landscaping requirements should be applied throughout a residential neighborhood, without having different requirements for short-term rentals. Vice Chair Whitelock commented that short-term rentals were a business, and the City held businesses to a higher landscaping standard. Council Member Jacob said it felt to him like a back door for increasing landscaping requirements for existing homes. Mr. Boice said the language included in the proposed code matched the standard for new development. Vice Chair Whitelock expressed support, and said residents tended to

become more frustrated with neglected landscaping on a property that was not owner-occupied.

Council Member Bedore agreed with Council Member Jacob that the landscaping code should be across the board for residential neighborhoods, whether rented or owner occupied. Council Member Green said he would be comfortable not having a landscaping requirement for short-term rentals because he assumed property owners would not want their business to look like a dump.

Mr. Boice said the big question related to short-term rentals was where in the City they should be allowed, whether citywide with no restrictions or allowed only in certain zones (e.g., R-2 or PC). Vice Chair Whitelock said to her it mattered more whether the standards could be met, and said she would not be comfortable limiting short-term rentals to specific zones or neighborhoods. Council Member Shelton asked if it would be reasonable for the City to prohibit short-term rentals in the name of increasing housing stock and affordable housing. Council Member Jacob said he agreed with allowing short-term rentals citywide.

Mr. Boice spoke of a related bill currently pending at the State Legislature. Council Member Green said he leaned toward allowing short-term rentals citywide, with a possible restriction on the total number allowed in the City if deemed necessary after closely monitoring the data. He said he agreed that homes allowed to be used as short-term rentals meant more homes were pulled out of the regular residential housing market. Council Member Jacob said he would appreciate data to back up decisions. Council Members Bedore, Whitelock, Green, and Shelton indicated support for allowing short-term rentals citywide, with staff returning in 2026 with data collected.

Mr. Boice said staff proposed the following fee structure:

- Standard rental fee \$375
- Good Landlord Program fee \$50 (up from \$21)
- Short-term rentals \$375

Vice Chair Whitelock said she would prefer to increase the fee for those participating in the Good Landlord Program to \$75. Council Member Shelton suggested increasing to \$100. City Administrator Korban Lee said staff anticipated increasing the fee to \$50 would provide the City with enough revenue to have an employee to administer the program. He emphasized that revenue from the program was needed in order to adequately run the program.

A majority of the Council indicated support for having the same landscaping standards for short-term rentals as for all other residential. The Council and staff discussed the proposal to require property owners to provide notice and contact information to neighbors, and a majority of the Council appeared to indicate support.

d. Discussion of Council Retreat Priorities – Overview

Policy Analyst & Public Liaison Warren Hallmark showed a list of general categories identified as possible Council priorities, and asked for Council feedback. Chair Lamb referred to the first on the list, City Identity and Communication, and said he had heard a

different opinion of the City identity from each Council Member. Council Member Jacob commented that if the Council was not intentional about the City's identity, the City would have an identity assigned by others. Council Member Shelton suggested separating City Identity and Communication into two separate categories.

Council Member Green referred to Public Facilities and Amenities on the list, and said he believed there were some expenses the City could not afford to put off or skip another year, such as the rodeo arena and bleachers. He suggested the City identity was tied to some of those items.

Council Member Bedore commented there were groups that could be hired to help a city identify and share its desired identity. Vice Chair Whitelock suggested an analytics company could suggest questions that could help the Council with the City identity. Council Member Bedore suggested posting a video on social media that could prompt residents to share their vision for the City.

Vice Chair Whitelock suggested the Council spend time prioritizing the list in a future meeting. Mr. Hallmark asked if the Council would be comfortable answering out-of-meeting survey questions to help with preparation for the next discussion. Vice Chair Whitelock indicated agreement.

Council Member Green said he believed the number-one priority was to articulate what the Council wanted the City to be, and what the Council's vision was. He said articulated values and guiding principles could drive decisions and policy. Council Member Jacob said he participated on a committee when he was on the Planning Commission that drafted a vision statement for the City, which the Council adopted and put at the start of the General Plan. He suggested using a similar process in 2025. Council Member Green indicated agreement. Council Member Jacob suggested perhaps the Council needed a mission statement. Chair Lamb indicated agreement.

3. ADJOURN

Chair Lamb adjourned the meeting at 6:30 pm.

I certify that the foregoing minutes represent an accurate summary of what occurred at the meeting held on February 25, 2025. This document constitutes the official minutes for the West Jordan Committee of the Whole meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this 11th day of March 2025



Office of the City Council

8000 South Redwood Road

West Jordan, Utah 84088

(801) 569-5017

**CITY OF WEST JORDAN
NOTICE OF PUBLIC HEARING**

A public hearing will be held before the West Jordan City Council on **Tuesday, April 22, 2025 at 7:00 pm** (or as soon thereafter as possible) at **West Jordan City Hall, 8000 S. Redwood Rd, 3rd Floor, West Jordan, UT 84088.**

The purpose of the hearing is to receive input before reviewing and acting upon the following:

- Ordinance No. 25-16 amending West Jordan City Code Title 4, Chapter 2, Article R regarding the Good Landlord Program and Short Term Rentals

If you are interested in participating in the public hearing, please visit the City of West Jordan website at <https://westjordan.primegov/public/portal> approximately four (4) days prior to the meeting for packet materials and Zoom login information.

Alternatively, you may share your comments with the Council prior to the meeting by calling the 24-Hour Public Comment line at (801) 569-5052 or by emailing councilcomments@westjordan.utah.gov. For further information, please contact the Council Office at (801) 569-5017.

In accordance with the Americans with Disabilities Act, the City of West Jordan will make reasonable accommodations for participation in the meeting. Requests for assistance can be made by contacting the Council Office at (801) 569-5017 at least three working days' advance notice of the meeting.

*Posted April 10, 2025
/s/ Cindy M. Quick, MMC
Council Office Clerk*



REQUEST FOR COUNCIL ACTION

Action: Need Council to take action

Meeting Date Requested : 04/22/2025

Presenter: Deputy Chief Clint Paxton

Deadline of item : 05/01/2025

Applicant:

Department Sponsor: Fire Department

Agenda Type: BUSINESS ITEMS

Presentation Time: 5 Minutes

(Council may elect to provide more or less time)

1. AGENDA SUBJECT

Resolution No. 25-017 adopting fireworks restrictions for 2025

2. EXECUTIVE SUMMARY

The Council is being asked to approve the fireworks restrictions map that outlines the restricted areas of discharge. The intent of this information is to provide the necessary documentation to outline to the citizens of West Jordan and Salt Lake County government the restricted locations of firework discharge in an effort to avoid any unintended consequences that would negatively impact the city’s residents and property. If approved, the outcome would provide detailed clarity to residents and visitors on approved locations for the discharge of fireworks to include digital resources and visible signage.

3. TIME SENSITIVITY / URGENCY

The approved firework restrictions for the City of West Jordan are due to Salt Lake County before May 1, 2025 by State law.

4. FISCAL NOTE

There is no fiscal note associated with this request

5. STAFF ANALYSIS

N/A

6. MAYOR RECOMMENDATION

N/A

7. COUNCIL STAFF ANALYSIS

Council met to discuss amendments to the fireworks restriction map for 2025 during the [September 18, 2024, Committee of the Whole meeting](#). As a result, the Council directed staff to refine the map with a proposed restriction boundary at U111 to improve enforcement. Additional discussion focused on the need for enhanced public education on fireworks restrictions, including potential improvements in signage at fireworks stands. Council is now being asked to consider the proposed 2025 Fireworks Restriction Map attached.

8. POSSIBLE COUNCIL ACTION

The Council may choose to take one of the following actions:

1. Approve the Resolution as written and proposed OR with stated amendments;

2. Not Approve the Resolution;
3. Continue the item to a future specified date;
4. Move the item to an unspecified date;
5. Refer the item back to a Committee of the Whole Meeting, Council Subcommittee, or an Ad Hoc Committee;
6. Refer the item back to Council Staff or Administrative Staff.

9. ATTACHMENTS

Resolution No. 25-017
Fireworks Restriction Map
Press Release

1
2 THE CITY OF WEST JORDAN, UTAH
3 A Municipal Corporation
4

5 **RESOLUTION NO. 25-017**
6

7 **A RESOLUTION PROHIBITING THE USE OF IGNITION SOURCES, INCLUDING**
8 **FIREWORKS, EXPLOSIVE DEVICES, AND OPEN FLAMES, IN CERTAIN AREAS**
9 **THAT HISTORICALLY CONSTITUTE A HAZARDOUS ENVIRONMENTAL**
10 **CONDITION**
11

12 WHEREAS, pursuant to Utah Code § 15A-5-202.5(1)(b), if the fire code official has determined
13 that historical hazardous environmental conditions necessitate the controlled use of ignition sources,
14 including, but not limited to, fireworks, explosive devices, and open flames, the legislative body of a
15 municipality may prohibit the use or discharge of such ignition sources in: (1) mountainous, brush-
16 covered, forest-covered, or dry grass-covered areas; (2) within 200 feet of waterways, trails, canyons,
17 washes, ravines, or similar areas; (3) in wildland urban interface areas; and (4) in limited areas
18 outside of the areas identified by the fire code official that are necessary to facilitate a readily
19 identifiable closed area; and
20

21 WHEREAS, the City Fire Marshal has determined that on or before July 1st during at least two
22 of the preceding five years several areas in the City have constituted a hazardous environmental
23 condition necessitating the controlled use of ignition sources, including fireworks, explosive devices,
24 and open flames; and
25

26 WHEREAS, the West Jordan Fire Department recommends restricting the use of ignition
27 sources, including, but not limited to, fireworks, explosive devices, and open flames, in the areas the
28 City Fire Marshal has identified as historically containing hazardous environmental conditions; and
29

30 WHEREAS, pursuant to its authority under Utah Code § 15A-5-202.5(1)(b), the City Council
31 desires to prohibit the use of ignition sources, including but not limited to fireworks, explosive
32 devices, and open flames, in the areas identified by the Fire Marshal as containing existing hazardous
33 environmental conditions.
34

35 NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST JORDAN,
36 UTAH:
37

38 Section 1. The City Council hereby finds that historical hazardous environmental
39 conditions have existed in the areas identified on the map attached hereto
40 as EXHIBIT A ("2025 Fireworks Restriction Map") before July 1st on at
41 least two (2) of the preceding five (5) years.
42

43 Section 2. The use, ignition, or detonation of personal fireworks, including, but not
44 limited to, class C explosives as defined in Utah Code § 53-7-202(5) and
45 (6), is prohibited in the areas shown on the Fireworks Restriction Area
46 2025 Map. The areas identified on the Fireworks Restriction Area 2025
47 Map include:

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- a. All land west of SR-111 (also known as U-111 and Bacchus Highway), beginning on the southern border of the City and running to the northern border;
 - b. All land within two hundred (200) feet of both sides of the Jordan River Parkway Trail;
 - c. All land within two hundred (200) feet of Bingham Creek (located near Old Bingham Highway) running between the eastern and western borders of the City;
 - f. All City parks, unless a permit has been obtained for a professional display; and
 - g. Other areas identified on the 2025 Fireworks Restriction Map.
- Section 3. If any section, part, or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect the validity of any other portion of this Resolution and this Resolution shall be construed as if such invalid or unenforceable provision were not contained herein.
- Section 4. This Resolution shall take effect immediately upon passage. (UCA § 10-3-719)

ADOPTED by the City Council of the City of West Jordan, Utah, this ___ day of _____ 2025.

CITY OF WEST JORDAN

By: _____
Chad Lamb
Council Chair

ATTEST:

Cindy M. Quick, MMC
Council Office Clerk

Voting by the City Council

"YES"	"NO"
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
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- Chair Chad Lamb
- Vice Chair Kayleen Whitlock
- Council Member Bob Bedore
- Council Member Pamela Bloom
- Council Member Kelvin Green
- Council Member Zach Jacob
- Council Member Kent Shelton



WEST JORDAN FIRE DEPARTMENT

7602 S Jordan Landing Blvd

West Jordan, UT 84084

Phone: (801) 260-7300

Derek Maxfield

Fire Chief

May 1, 2025

For immediate release

West Jordan City Restricts Fireworks in Some Areas of the City

(West Jordan, UT) – West Jordan City is prohibiting the use of any ignition source, including fireworks, lighters and matches, in certain areas of the city (see list below and attached maps). {West Jordan City Code 6-2-5} It is a Class B Misdemeanor to violate these restrictions and may result in penalties of up to six months in jail and a \$1,000 fine. {West Jordan City Code 6-2-2}. We will be providing extra patrols and assisting our police department with the enforcement of these restrictions.

Restricted areas include:

1. All areas west of SR-111 (also known as U-111 and Bacchus Highway within West Jordan City limits.)
2. All areas within 200 feet of the Jordan River Parkway Trail east of 1300 West.
3. All areas within 200 feet of the area commonly referred to as Clay Hollow Wash that runs east and west in the area of 7800 South (approximately 4800 West to SR-111).
4. All areas within 200 feet of Bingham Creek, located near Old Bingham Highway running the length of the east/west boundaries within West Jordan.
5. All city parks, unless a permit has been obtained for a professional display.

According to the National Weather Service's three-month forecast (March through May), precipitation in the area is anticipated to be normal. However, the temperature will trend higher at 2 to 7 degrees warmer than normal. While this is a welcome change from the past several springs, our intent is to do what we can to prevent injury and property loss from fire. Therefore, we are issuing this notice of fireworks restrictions. The Fire Department will continue to monitor environmental conditions throughout the rest of the city for possible additional fireworks restrictions.

Salt Lake County has also designated lands in the unincorporated areas of the county that are consistent with these restrictions. "We put these restrictions in place to help keep people and property safe," said Deputy Chief Clint Paxton. "We encourage people to attend the city's professional fireworks show in Veterans Memorial Park on July Fourth at 10 p.m."

Fireworks may be discharged according to state code between the dates of July 2-5 and July 22-25 in non-restricted areas. Also, they may only be discharged between 11:00 am to 11:00 pm July 2-5 and July 22-25 with the time extended to midnight on July 4 and 24.

For more information, please contact Fire Marshal Paul Brockbank at 801-260-7300 or email fireprevention@westjordan.utah.gov.

Effective 5/1/2024

53-7-225 Times for sale and discharge of fireworks -- Criminal penalty -- Permissible closure of certain areas -- Maps and signage.

- (1) Except as provided in Section 53-7-221, this section supersedes any other code provision regarding the sale or discharge of fireworks.
- (2)
 - (a) Except as provided in Subsection (2)(b), a person may sell class C common state approved explosives in the state as follows:
 - (i) beginning on June 24 and ending on July 25;
 - (ii) beginning on December 29 and ending on December 31; and
 - (iii) two days before and on the Chinese New Year's eve.
 - (b) The restrictions in Subsection (2)(a) do not apply to:
 - (i) online sales to a person outside the state for use outside the state; or
 - (ii) sales to persons described in Subsection 53-7-222(1)(b)(i)(A).
- (3) A person may not discharge class C common state approved explosives in the state except as follows:
 - (a) between the hours of 11 a.m. and 11 p.m., except that on July 4 and July 24, the hours are 11 a.m. to midnight:
 - (i) beginning on July 2 and ending on July 5; and
 - (ii) beginning on July 22 and ending on July 25;
 - (b)
 - (i) beginning at 11 a.m. on December 31 and ending at 1 a.m. on the following day; or
 - (ii) if New Year's eve is on a Sunday and the county or municipality determines to celebrate New Year's eve on the prior Saturday, then a person may discharge class C common state approved explosives on that prior Saturday within the county or municipality;
 - (c) between the hours of 11 a.m. and 11 p.m. on January 1; and
 - (d) beginning at 11 a.m. on the Chinese New Year's eve and ending at 1 a.m. on the following day.
- (4) A person is guilty of an infraction, punishable by a fine of up to \$1,000, if the person discharges a class C common state approved explosive:
 - (a) outside the legal discharge dates and times described in Subsection (3); or
 - (b) in an area in which fireworks are prohibited under Subsection 15A-5-202.5(1)(b).
- (5)
 - (a) Except as provided in Subsection (5)(b) or (c), a county, a municipality, or the state forester may not prohibit a person from discharging class C common state approved explosives during the permitted periods described in Subsection (3).
 - (b)
 - (i) As used in this Subsection (5)(b), "negligent discharge":
 - (A) means the improper use and discharge of a class C common state approved explosive; and
 - (B) does not include the date or location of discharge or the type of explosive used.
 - (ii) A municipality may prohibit:
 - (A) the discharge of class C common state approved explosives in certain areas with hazardous environmental conditions, in accordance with Subsection 15A-5-202.5(1)(b); or
 - (B) the negligent discharge of class C common state approved explosives.
 - (iii) A county may prohibit the negligent discharge of class C common state approved explosives.

- (c) The state forester may prohibit the discharge of class C common state approved explosives as provided in Subsection 15A-5-202.5(1)(b) or Section 65A-8-212.
- (6) If a municipal legislative body or the state forester provides a map to a county identifying an area in which the discharge of fireworks is prohibited due to a historical hazardous environmental condition under Subsection 15A-5-202.5(1)(b), the county shall, before June 1 of that same year:
 - (a) create a county-wide map, based on each map the county has received, indicating each area within the county in which fireworks are prohibited under Subsection 15A-5-202.5(1)(b);
 - (b) provide the map described in Subsection (6)(a) to:
 - (i) each retailer that sells fireworks within the county; and
 - (ii) the state fire marshal; and
 - (c) publish the map on the county's website.
- (7) A retailer that sells fireworks shall display:
 - (a) a sign that:
 - (i) is clearly visible to the general public in a prominent location near the point of sale;
 - (ii) indicates the legal discharge dates and times described in Subsection (3); and
 - (iii) indicates the criminal charge and fine associated with discharge:
 - (A) outside the legal dates and times described in Subsection (3); and
 - (B) within an area in which fireworks are prohibited under Subsection 15A-5-202.5(1)(b); and
 - (b) the map that the county provides, in accordance with Subsection (6)(b).

Amended by Chapter 128, 2024 General Session

Amended by Chapter 438, 2024 General Session

Effective 5/1/2024

15A-5-202.5 Amendments and additions to Chapters 3 and 4 of IFC.

(1) For IFC, Chapter 3, General Requirements:

(a) IFC, Chapter 3, Section 304.1.2, Vegetation, is amended as follows: Delete line six and replace it with: "Utah Administrative Code, R652-122-1300, Minimum Standards for County Wildland Fire Ordinance".

(b) IFC, Chapter 3, Section 310.8, Hazardous environmental conditions, is deleted and rewritten as follows: "1. When the fire code official determines that existing or historical hazardous environmental conditions necessitate controlled use of any ignition source, including fireworks, lighters, matches, sky lanterns, and smoking materials, any of the following may occur:

1.1. If the existing or historical hazardous environmental conditions exist in a municipality, the legislative body of the municipality may prohibit the ignition or use of an ignition source in:

1.1.1. mountainous, brush-covered, forest-covered, or dry grass-covered areas;

1.1.2. within 200 feet of waterways, trails, canyons, washes, ravines, or similar areas;

1.1.3. the wildland urban interface area, which means the line, area, or zone where structures or other human development meet or intermingle with undeveloped wildland or land being used for an agricultural purpose; or

1.1.4. a limited area outside the hazardous areas described in this paragraph 1.1 to facilitate a readily identifiable closed area, in accordance with paragraph 2.

1.2. If the existing or historical hazardous environmental conditions exist in an unincorporated area, the state forester may prohibit the ignition or use of an ignition source in all or part of the areas described in paragraph 1.1 that are within the unincorporated area, after consulting with the county fire code official who has jurisdiction over that area.

2. If a municipal legislative body or the state forester closes an area to the discharge of fireworks under paragraph 1, the legislative body or state forester shall:

2.1. designate the closed area along readily identifiable features like major roadways, waterways, or geographic features;

2.2. ensure that the boundary of the designated closed area is as close as is practical to the defined hazardous area, provided that the closed area may include areas outside of the hazardous area to facilitate a readily identifiable line; and

2.3. identify the closed area through a written description or map that is readily available to the public.

3. A municipal legislative body or the state forester may close a defined area to the discharge of fireworks due to a historical hazardous environmental condition under paragraph 1 if the legislative body or state forester:

3.1. makes a finding that the historical hazardous environmental condition has existed in the defined area before July 1 of at least two of the preceding five years;

3.2. produces a map indicating the boundaries, in accordance with paragraph 2, of the defined area described; and

3.3. before May 1 of each year the defined area is closed, provides the map described in paragraph 3.2 to the county in which the defined area is located.

4. A municipal legislative body or the state forester may not close an area to the discharge of fireworks due to a historical hazardous environmental condition unless the legislative body or state forester provides a map, in accordance with paragraph 3."

- (c) IFC, Chapter 3, Section 311.1.1, Abandoned premises, is amended as follows: On line 10 delete the words "International Property Maintenance Code and the".
- (d) IFC, Chapter 3, Section 311.5, Placards, is amended as follows: On line three delete the word "shall" and replace it with the word "may".
- (2) IFC, Chapter 4, Emergency Planning and Preparedness:
 - (a) In IFC, Chapter 4, the following new Sections are added:
 - "401.3.1.1 Special Education Classrooms. Special education classrooms may shelter in place, or delay evacuation when all of the following conditions are met:
 - 401.3.1.1.1 There is no visible flame or evidence of products of combustion (smoke).
 - 401.3.1.1.2 The building is completely protected by an approved fire sprinkler system.
 - 401.3.1.1.3 The building is completely protected by an approved fire alarm system.
 - 401.3.1.1.4 The classroom has a minimum of one approved exit that discharges directly to the exterior.
 - 401.3.1.1.5 The classroom has been approved to shelter in place by the fire code official."
 - (b) In IFC, Chapter 4, Section 401.3.3, Delayed notification, a new exception is added:
 - "Exception: Group E Occupancies. Teachers may delay evacuation upon fire alarm activation for up to 60 seconds when all of the following conditions are met:
 - A. There is no visible flame or evidence of products of combustion (smoke).
 - B. The building is protected throughout by an approved fire sprinkler system.
 - C. The building is protected throughout by an approved fire alarm system.
 - D. Students are in the safe zone of the room lined up and prepared for immediate evacuation."
 - (c) IFC, Chapter 4, Section 403.9.2.1, College and university buildings, is deleted and replaced with the following:
 - "403.9.2.1 College and university buildings and fraternity and sorority houses.
 - (i) College and university buildings, including fraternity and sorority houses, shall prepare an approved fire safety and evacuation plan, in accordance with Section 404.
 - (ii) Group R-2 college and university buildings, including fraternity and sorority houses, shall comply with Sections 403.9.2.1.1 and 403.9.2.1.2."
 - (d) IFC, Chapter 4, Section 405.3, Table 405.3, is amended to add the following footnotes:
 - (i) "c. Secondary schools in Group E occupancies shall have an emergency evacuation drill conducted at least every two months, to a total of four emergency evacuation drills during the nine-month school year. The first emergency evacuation drill shall be conducted within 10 school days after the beginning of classes. The third emergency evacuation drill, weather permitting, shall be conducted 10 school days after the beginning of the next calendar year. The second and fourth emergency evacuation drills may be substituted by a security or safety drill to include shelter in place, earthquake drill, or lock down for violence. If inclement weather causes a secondary school to miss the 10-day deadline for the third emergency evacuation drill, the secondary school shall perform the third emergency evacuation drill as soon as practicable after the missed deadline."
 - (ii) "d. In Group E occupancies, excluding secondary schools, if the AHJ approves, the monthly required emergency evacuation drill can be substituted by a security or safety drill to include shelter in place, earthquake drill, or lock down for violence. The routine emergency evacuation drill must be conducted at least every other drill."
 - (iii) "e. A-3 occupancies in academic buildings of institutions of higher learning are required to have one emergency evacuation drill per year, provided the following conditions are met:
 - (A) The building has a fire alarm system in accordance with Section 907.2.

Utah Code

(B) The rooms classified as assembly shall have fire safety floor plans as required in Subsection 404.2.2(4) posted.

(C) The building is not classified a high-rise building.

(D) The building does not contain hazardous materials over the allowable quantities by code."

Amended by Chapter 438, 2024 General Session



REQUEST FOR COUNCIL ACTION

Action: Need Council to take action

Meeting Date Requested : 04/22/2025

Presenter: Larry Gardner, City Planner/Zoning Administrator

Deadline of item :

Applicant: West Jordan City

Department Sponsor: Community Development

Agenda Type: BUSINESS ITEMS

Presentation Time: 5 Minutes

(Council may elect to provide more or less time)

1. AGENDA SUBJECT

Ordinance No. 25-12 Amending Sections 13-13-1 Through 13-13-10 Landscaping Requirements, Including Single-Family Residential Landscaping and Removal of Landscape Bonding Requirements

2. EXECUTIVE SUMMARY

The proposed landscape ordinance reflects the City Council’s requested amendments discussed at the March 25, 2025 regular City Council meeting. At that time, the Council unanimously voted to refer the item back to staff to review substitute language provided by Council Member Green. This updated ordinance incorporated that language and Council feedback.

3. TIME SENSITIVITY / URGENCY

Not urgent.

4. FISCAL NOTE

No fiscal impact.

5. PLANNING COMMISSION RECOMMENDATION

In the [February 18, 2025 Planning Commission Meeting](#), the commission moved (via 7-0 vote) to forward a positive recommendation to the City Council for an amendment to Title 13 Chapter 13: Landscaping Requirements.

6. COUNCIL STAFF ANALYSIS

Timeline & Background Information

As noted above, this ordinance was originally proposed during the [March 25, 2025 City Council meeting](#), as a result of the Council previously voicing concerns regarding single family homes in landscaping ordinance. Specifically, there were no maintenance requirements for single family homes within the ordinance, only that they adhere to water efficiency standards.

Additional Information & Analysis

Reemphasized in the January 2025 Executive/Legislative retreat, Council has consistently stated a desired priority of city aesthetics, which has stemmed down to conversations relating to the maintenance of residential properties (as recently as the [February 25 COTW Meeting](#) – Good Landlord Program).

Revised according to council suggestions (from the 3/25/25 meeting), the proposed amendments to landscaping requirements emphasize water conservation and efficient landscaping practices, to enhance environmental, economic, and aesthetic resources. It is divided into several sections and summarized below:

1. **Purpose:** The city aims to promote water-efficient landscaping and reduce water waste.
2. **Applicability:** The regulations apply to new constructions and expansions over 1,000 square feet, with specific provisions for single-family residential properties and existing landscaping.
3. **Fees and Submittals:** Landscape and irrigation plans must be submitted alongside site plans, with associated fees.
4. **Approvals and Inspections:** Plans must be approved according to city code, with inspections required before occupancy. Separate water meters for irrigation are mandated for commercial landscapes.
5. **Water Efficiency Standards:** New constructions must meet strict water efficiency standards, including the use of drip irrigation, smart controllers, and limits on lawn areas.
6. **Landscape Requirements for Specific Land Uses:** Different requirements are outlined for multiple-family developments, business/research parks, commercial offices, manufacturing developments, and nonresidential uses in residential districts, including minimum landscaping percentages and tree planting requirements.
7. **Parking Lot Landscaping:** Landscaping is required for parking areas with 14 or more spaces, including specific design and irrigation requirements.
8. **Landscaped Buffers:** Buffers are required to mitigate impacts between different land uses, with specified planting density and size.
9. **Adopted Streetscape Plans:** Requirements for landscaping adjacent to arterial streets, including minimum landscaped areas and plant arrangements.
10. **Landscape Maintenance:** Ongoing maintenance responsibilities are assigned to property owners, including irrigation system upkeep and tree care.

Overall, the document looks to establish comprehensive guidelines to promote sustainable landscaping practices while attempting to ensure aesthetic and functional considerations in developments.

7. POSSIBLE COUNCIL ACTION

The Council may choose to take one of the following actions:

1. Approve the Ordinance as written and proposed OR with stated amendments;
2. Not Approve the Ordinance;
3. Continue the item to a future specified date;
4. Move the item to an unspecified date;
5. Refer the item back to a Committee of the Whole Meeting, Council Subcommittee, or an Ad Hoc Committee;
6. Refer the item back to Council Staff or Administrative Staff.

8. ATTACHMENTS

Ordinance No. 25-12

Attachment A – Legislative Version

Attachment B – Clean Version

Attachment C – 3/25/25 COTW Minutes

1 THE CITY OF WEST JORDAN, UTAH
2 ORDINANCE NO. 25-12

3 AN ORDINANCE AMENDING THE 2009 WEST JORDAN CITY CODE;
4 SPECIFICALLY, AMENDING SECTIONS 13-13-1 THROUGH 13-13-10 INCLUSIVE
5 (LANDSCAPING REQUIREMENTS; IN PARTICULAR,
6 ADDING REQUIREMENTS FOR SINGLE-FAMILY RESIDENTIAL LANDSCAPING
7 AND REMOVING LANDSCAPE BONDING REQUIREMENTS)

8 WHEREAS, the City of West Jordan (“City”) adopted West Jordan City Code (“City Code”) in 2009; and the City Council of the City (“Council” or “City Council”) desires to amend Sections 10 13-13-1 through 13-13-10 inclusive (Landscaping Requirements) in the City Code (“proposed City Code amendments”); and

12 WHEREAS, the Planning Commission of the City (“Planning Commission”) held a public hearing and provided a recommendation on February 18, 2025, regarding the proposed City Code amendments, which are all land use regulations in the land use titles; and determined the following, 14 pursuant to City Code Section 13-7D-6B:

16 1. The proposed City Code amendments conform to the General Plan and are consistent with the adopted goals, objectives and policies described therein;

18 2. The proposed City Code amendments are appropriate given the context of the request and there is sufficient justification for a modification to the land use titles;

20 3. The proposed City Code amendments will not create a conflict with any other section or part of the land use titles or the General Plan; and

22 4. The proposed City Code amendments do not relieve a particular hardship, nor do they confer any special privileges to a single property owner or cause, and they are only necessary to make a modification to the land use titles in light of corrections or changes in public policy; and

25 WHEREAS, the City Council held a public hearing on March 25, 2025, and an additional public meeting on April 22, 2025, regarding the proposed City Code amendments, and finds it to be in the best interest of the public health, safety, and welfare of the residents of the City to adopt the proposed City Code amendments.

29 NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST JORDAN, UTAH AS FOLLOWS:

31 **Section 1. Amendment of City Code Provisions.** With regards to the City Code, Sections 13-13-1 through 13-13-10 inclusive (Landscaping Requirements) are amended, as shown in Attachments 32 A (Legislative Version) and B (Clean Version) to this Ordinance.

34 **Section 2. Severability.** If any provision of this Ordinance is declared to be invalid by a court of competent jurisdiction, the remainder shall not be affected thereby.

36 **Section 3. Effective Date.** This Ordinance shall become effective immediately upon posting or publication as provided by law and upon (i) the Mayor signing the Ordinance, (ii) the City Council 37 duly overriding the veto of the Mayor as provided by law, or (iii) the Mayor failing to sign or veto 38 the Ordinance within fifteen (15) days after the City Council presents the Ordinance to the Mayor. 39 40

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PASSED BY THE CITY COUNCIL OF THE CITY OF WEST JORDAN, UTAH, THIS
DAY OF _____ 2025.

CITY OF WEST JORDAN

By: _____
Chad Lamb
Council Chair

ATTEST:

Cindy M. Quick, MMC
Council Office Clerk

Voting by the City Council

"YES" "NO"

Chair Chad Lamb	<input type="checkbox"/>	<input type="checkbox"/>
Vice Chair Kayleen Whitelock	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Bob Bedore	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Pamela Bloom	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Kelvin Green	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Zach Jacob	<input type="checkbox"/>	<input type="checkbox"/>
Council Member Kent Shelton	<input type="checkbox"/>	<input type="checkbox"/>

PRESENTED TO THE MAYOR BY THE CITY COUNCIL ON _____.

Mayor's Action: _____ Approve _____ Veto

By: _____ _____
Mayor Dirk Burton Date

ATTEST:

Tangee Sloan, CMC
City Recorder

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STATEMENT OF APPROVAL/PASSAGE (check one)

_____ The Mayor approved and signed Ordinance No. 25-12.

_____ The Mayor vetoed Ordinance No. 25-12 on _____ and the City Council timely overrode the veto of the Mayor by a vote of _____ to _____.

_____ Ordinance No. 25-12 became effective by operation of law without the Mayor's approval or disapproval.

Tangee Sloan, CMC
City Recorder

CERTIFICATE OF PUBLICATION

I, Tangee Sloan, certify that I am the City Recorder of the City of West Jordan, Utah, and that a short summary of the foregoing ordinance was published on the Utah Public Notice Website on the _____ day of _____ 2025. The fully executed copy of the ordinance is retained in the Office of the City Recorder pursuant to Utah Code Annotated, 10-3-711.

Tangee Sloan, CMC
City Recorder

(Attachment on the following pages.)

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Attachments A and B

ORDINANCE NO. 25-12

**AN ORDINANCE AMENDING THE 2009 WEST JORDAN CITY CODE;
SPECIFICALLY, AMENDING SECTIONS 13-13-1 THROUGH 13-13-10 INCLUSIVE
(LANDSCAPING REQUIREMENTS; IN PARTICULAR,
ADDING REQUIREMENTS FOR SINGLE-FAMILY RESIDENTIAL LANDSCAPING
AND REMOVING LANDSCAPE BONDING REQUIREMENTS)**

Attachment A – Legislative Version

Attachment B - Clean Version

(See the following pages for the attachments.)

147 ATTACHMENT A – LEGISLATIVE VERSION

148 CHAPTER 13
149 LANDSCAPING REQUIREMENTS

150 SECTION:

- 151 13-13-1: Purpose
- 152 13-13-2: Applicability
- 153 13-13-3: Fees And Submittals
- 154 13-13-4: Approvals; and Inspections ~~And Bonding~~
- 155 13-13-5: Water Efficiency Standards
- 156 13-13-6: Landscape Requirements For Specific Land Uses
- 157 13-13-7: Parking Lot Landscaping
- 158 13-13-8: Landscaped Buffers
- 159 13-13-9: Adopted Streetscape Plans
- 160 13-13-10: Landscape Maintenance

161

162 13-13-1: PURPOSE:

163 The city finds that it is in the public interest to conserve public water resources and promote
164 water efficient landscaping through planning and education. The city strives to protect and
165 enhance the community's environmental, economic, recreational, and aesthetic resources by
166 promoting efficient use of water, reducing water waste, and establishing guidelines for design,
167 installation, and maintenance of water efficient and attractive landscaping. (Ord. 21-10, 6-9-
168 2021)

169

170 13-13-2: APPLICABILITY:

171 A. Except as set forth in subsections B. and C. of this section, this chapter applies to all new
172 construction and includes all building additions, expansions, changes, or intensification of use,
173 filed after the effective date hereof, which results in a new landscaped area greater than one
174 thousand (1,000) square feet. The landscaping and irrigation plans required by this chapter shall
175 be provided as a condition of building permit issuance. In the case of building expansions, only
176 the expansion area shall be required to meet the requirements of this chapter.

177 B. New Single Family Residential Construction. New single family residential ~~is only~~
178 ~~required to follow~~ shall meet sections 13-13-5 "Water Efficiency Standards" and 13-13-6 G of

179 this chapter. As an aid, a residential landscape design guide is available from the city and is
180 located on the city's website.

181 C. Existing_Single Family Residential. Existing Single-Family Residential landscaping ~~that~~
182 ~~exists at the effective date of this chapter~~ is not required to follow the regulations of this chapter.
183 Landscaping ~~can~~ shall be maintained ~~as installed~~. When changing existing landscaping, ~~or~~ the
184 property owner is free encouraged to follow the provisions of this chapter. As an aid, a
185 residential landscape design guide available from the city located on the city's website. (Ord. 21-
186 10, 6-9-2021)

187

188 13-13-3: FEES AND SUBMITTALS:

189 A. Submittal: Landscape, irrigation, summary data, as-built drawings and planting plans shall
190 be submitted with final site plans following the checklist provided by the city.

191 B. Fees: All fees shall be submitted according to the consolidated fee schedule. (Ord. 21-10,
192 6-9-2021)

193

194 13-13-4: APPROVALS; AND INSPECTIONS ~~AND BONDING~~:

195 A. Landscape and irrigation plans are approved according to city code.

196 B. Landscaping and irrigation inspection verifying that the landscaping and irrigation system
197 was installed according to the approved plans shall be conducted by the City prior to issuance of
198 a certificate of occupancy.

199 1. Water Meter: For all commercial landscapes, a separate water meter shall be installed for
200 landscape irrigation systems. The landscape water meter shall be separate from the water meter
201 installed for indoor uses. The size of the meter shall be determined based on irrigation demand.
202 The landscape water meter shall not be a "submeter" but shall be installed and billed separately
203 from any indoor meters.

204 2. Irrigation Systems: Irrigation systems shall be pressure checked and inspected prior to
205 backfilling to obtain a final certificate of occupancy.

206 ~~C. Cash Bond: Temporary occupancy of a building may be granted by the city.~~

207 ~~—1. If the property owner desires to occupy a building or premises before landscaping or~~
208 ~~irrigation improvements are completed a cash bond or other approved financial instrument shall~~
209 ~~be made with the city according to section 13-1-9 (private projects) of this title and section 8-3C-~~
210 ~~2 (public improvements) of this code.~~

211 ~~—2. The cash bond or other approved financial instrument shall be released when a final~~
212 ~~inspection has taken place and the building or site is issued a final certificate of occupancy from~~
213 ~~the city.~~ (Ord. 21-10, 6-9-2021)

214 13-13-5: WATER EFFICIENCY STANDARDS:

215 A All new construction, for all zones and types of uses, shall comply with the water
216 efficiency standards listed below. Upgrades or relandscaping should strive to meet these same
217 standards.

218 B. All irrigation shall be appropriate for the designated plant material to achieve the highest
219 water efficiency.

220 1. Drip irrigation or bubblers shall be used except in lawn/sod/turf areas.

221 2. Drip irrigation systems shall be equipped with a pressure regulator, filter, flush-end
222 assembly, and any other appropriate components.

223 C. If installed each irrigation valve shall irrigate landscaping with:

224 1. Similar site;

225 2. Similar slopes;

226 3. Similar soil conditions; and

227 4. Plant materials with similar watering needs.

228 D. Lawn/sod/turf and planting beds shall be irrigated on separate irrigation valves if an
229 irrigation system is installed.

230 E. Drip emitters and sprinklers shall be placed on separate irrigation valves if an irrigation
231 system is installed.

232 F. Landscaped areas shall be provided with a smart irrigation controller which has the ability
233 to automatically adjust the frequency and/or duration of irrigation events in response to changing
234 weather conditions. All controllers shall be equipped with automatic rain delay or rain shut-off
235 capabilities.

236 G. A minimum of three ~~(3)~~ to four ~~(4)~~ inches of mulch, permeable to air and water, shall be
237 used in planting beds.

238 H. ~~At maturity it is recommended~~ The city recommends that landscapes have enough plants
239 (trees, perennials, and shrubs) to create at least ~~fifty percent (50%)~~ living plant cover at maturity.

240 I. Lawn/sod/turf ~~shall not be~~ are prohibited from being installed in:

241 1. Park strips;

242 2. Paths less than eight feet ~~(8')~~ wide; ~~and~~ or

243 3. On slopes with a grade greater than ~~twenty five percent (25%) or four to one (4:1) slope.~~

244 J. Lawn/sod/turf ~~areas~~ of all dwelling units ~~shall not exceed~~ are prohibited from exceeding the
245 greater of ~~two hundred fifty (250)~~ square feet or ~~thirty five percent (35%)~~ of the front yard/side
246 yard landscaped area, as defined in section 13-2-3. (Ord. 21-10, 6-9-2021; amd. Ord. 23-44, 12-
247 20-2023)

248

249 13-13-6: LANDSCAPE REQUIREMENTS FOR SPECIFIC LAND USES:

250 A. Multiple-Family Developments:

251 1. Landscaped Areas: Outside of active recreation area, lawn/sod/turf areas shall not exceed
252 twenty percent (20%) of the front yard/side yard landscaped area of the common area landscapes
253 in each multiple-family development.

254 a. Active recreation areas for a multi-family development may be planted in lawn/sod/turf
255 and may be of any size practical for active recreation area purposes.

256 b. Detention basins may also be planted entirely of lawn/sod/turf if they are part of an
257 active recreation area.

258 c. The terms in this section shall be defined pursuant to section 13-2-3.

259 2. The front yard and side yards adjacent to public streets, except those portions devoted to
260 driveways and sidewalks shall be landscaped. The minimum width of landscaped areas adjacent
261 to public streets shall be twenty-five feet (25') wide. This planting area shall meet all
262 requirements of this chapter.

263 3. Site Trees: A minimum of one tree per two thousand (2,000) square feet of landscaped
264 area is required, in addition to any park strip, parking lot landscaping or landscaped buffer
265 requirement of this chapter.

266 4. Park Strip Landscaping: Any combination of ornamental plants, shrubs, herbaceous
267 perennial, ground cover plants, pavers, ornamental gravel, ornamental concrete, boulders, bark
268 mulch and artificial turf is permitted in the park strip. Lawn/sod/turf is prohibited in park strips.
269 One tree per twenty-five feet (25') of frontage is required.

270 5. Parking Lot Landscaping: Parking lot landscaping shall meet the requirements of this
271 chapter.

272 6. Landscaped Buffer: A landscaped buffer is required for any multi-family development
273 adjacent to an existing lower density residential development. Buffers shall meet the
274 requirements of this chapter.

275 7. On site detention basins shall be considered part of the landscaped area of the site and
276 shall be landscaped unless stored underground or as part of the paved parking area.

277 B. Business/Research Park Zone:

278 1. Landscaped Areas: Landscaped areas shall comprise not less than twenty five percent
279 (25%) of the site. The front yard and side yards adjacent to public streets, except those portions
280 devoted to driveways and sidewalks, shall be landscaped. Lawn/sod/turf shall be limited to
281 twenty percent (20%) of the landscaped area.

282 2. Site Trees: A minimum of one tree per two thousand (2,000) square feet of landscaped
283 area is required, in addition to any park strip, parking lot landscaping or landscaped buffer
284 requirement.

285 3. Park Strip Landscaping: Any combination of ornamental plants, shrubs, herbaceous
286 perennial, ground cover plants, pavers, ornamental gravel, ornamental concrete, boulders, bark
287 mulch and artificial turf is allowed in the park strip. Lawn/sod/turf is prohibited in park strips.
288 One tree per twenty-five feet (25') of frontage is required.

289 4. Parking Lot Landscaping: Parking lot landscaping shall meet the requirements of this
290 chapter.

291 5. Landscape Buffers: Landscape buffers may be required in areas that abut less intense or
292 incompatible land uses or as visual barriers around parking and utility areas. Buffers shall meet
293 the requirements of this chapter.

294 6. On site detention basins shall be considered part of the landscaped area of the site and
295 shall be landscaped unless stored underground or as part of the paved parking area.

296 C. Commercial and Professional Office:

297 1. Landscaped Areas: Landscaped areas shall comprise not less than fifteen percent (15%)
298 of a commercial or professional office site. Front and side yards adjacent to a public street,
299 except those portions devoted to driveways and sidewalks, shall be landscaped. Lawn/sod/turf
300 shall be limited to twenty percent (20%) of the landscaped area.

301 2. Site Trees: A minimum of one tree per two thousand (2,000) square feet of landscaped
302 area is required, in addition to any park strip, parking lot landscaping or landscaped buffer
303 requirement.

304 3. Landscaped Buffer: A landscaped buffer is required for any commercial or professional
305 office adjacent to an existing residential development. Buffers shall meet the requirements of this
306 chapter.

307 4. Park Strip Landscaping: Any combination of ornamental plants, shrubs, herbaceous
308 perennial, ground cover plants, pavers, ornamental gravel, ornamental concrete, boulders, bark
309 mulch and artificial turf is allowed in the park strip. Lawn/sod/turf is prohibited in park strips.
310 One tree per twenty five feet (25') of frontage is required.

311 5. On site detention basins shall be considered part of the landscaped area of the site and
312 shall be landscaped unless stored underground or as part of the paved parking area.

313 D. Manufacturing Developments:

314 1. Landscaped Areas: Landscaped areas shall comprise not less than ten percent (10%) of a
315 manufacturing site. A minimum of one tree per two thousand (2,000) square feet of landscaped
316 area is required, in addition to any park strip, parking lot landscaping or landscaped buffer
317 requirement. Lawn/sod/turf shall be limited to twenty percent (20%) of the landscaped area.

318 2. Park Strip Landscaping: Any combination of ornamental plants, shrubs, herbaceous
319 perennial, ground cover plants, pavers, ornamental gravel, ornamental concrete, boulders, bark
320 mulch and artificial turf is allowed in the park strip. Lawn/sod/turf is prohibited in park strips.
321 One tree per twenty five feet (25') of frontage is required.

322 3. Landscaped Buffers: A landscaped buffer is required for any manufacturing development
323 adjacent to an existing residential development. Buffers shall meet the requirements City Code.

324 4. On site detention basins shall be considered part of the landscaped area of the site and
325 shall be landscaped unless stored underground or as part of the paved parking area.

326 E. Nonresidential Uses in Residential Districts:

327 1. Landscaped Areas: Landscaped areas shall comprise not less than fifteen percent (15%)
328 of a nonresidential site. Front and side yards adjacent to a public street, except those portions
329 devoted to driveways and sidewalks, shall be landscaped. Lawn/sod/turf shall be limited to
330 twenty percent (20%) of the landscaped area.

331 2. Site Trees: A minimum of one tree per two thousand (2,000) square feet of landscaped
332 area is required, in addition to any park strip, parking lot landscaping or landscaped buffer
333 requirement.

334 3. Landscaped Buffer: A landscaped buffer is required for any nonresidential adjacent to an
335 existing residential development. Buffers shall meet the requirements of this chapter.

336 4. On site detention basins shall be considered part of the landscaped area of the site and
337 shall be landscaped unless stored underground or as part of the paved parking area.

338 5. Exemption: Nonresidential uses in residential districts are exempt from the field
339 inspection requirements of section 13-13-4 of this chapter.

340 F. City-constructed buildings, parks, recreation, and open spaces; and recreation and open
341 spaces for educational facilities; in any zone:

342 1. Landscaped Areas: Landscaped areas shall comprise not less than twenty five percent
343 (25%) of the site containing a public building such as city hall, courts, public safety buildings,
344 public works buildings, water tanks/reservoirs, administration buildings. The front yard and side
345 yards adjacent to public streets, except those portions devoted to driveways and sidewalks, shall
346 be landscaped. Lawn/sod/turf shall be limited to twenty percent (20%) of the landscaped area
347 surrounding public buildings. This requirement does not apply to accessory buildings or
348 structures of public parks, open space, or recreation areas.

349 2. Site Trees: A minimum of one tree per two thousand (2,000) square feet of landscaped
350 area is required, in addition to any park strip, parking lot landscaping or landscaped buffer
351 requirement of this chapter. Landscaped area does not include areas used for parks, open spaces,
352 or recreation areas.

353 3. Park Strip Landscaping: Any combination of ornamental plants, shrubs, herbaceous
354 perennial, ground cover plants, pavers, ornamental gravel, ornamental concrete, boulders, bark
355 mulch and artificial turf is permitted in the park strip. Lawn/sod/turf is prohibited in park strips.
356 One tree per twenty-five feet (25') of frontage is required.

357 4. Parking Lot Landscaping: Parking lot landscaping shall meet the requirements of this
358 chapter.

359 5. On site detention basins shall be considered part of the landscaped area of the site and
360 shall be landscaped unless stored underground or as part of the paved parking area.

361 6. Parks and recreation facilities. There is no limitation on the amount of lawn/sod/turf used
362 in parks or recreation areas. Tree placement in parks, open spaces and recreation areas will be
363 according to the overall design of the park, open space, or recreation area.

364 G. New Single-Family Residential Construction Landscaping Requirements:

365 1. Lawn/sod/turf of new single-family dwelling units:

366 a. Is prohibited from being installed in park strips, paths less than eight feet wide, or on
367 slopes with a grade greater than 25%; and

368 b. Is prohibited from exceeding the greater of 250 square feet or 35% of the front yard/side
369 yard landscaped area, as defined in section 13-2-3; and

370 2. The city recommends that landscapes have at least 50% living plant cover at maturity.

371 (Ord. 21-10, 6-9-2021; amd. Ord. 23-44, 12-20-2023)

372

373 13-13-7: PARKING LOT LANDSCAPING:

374 A. Landscaping is required within automobile parking areas that have fourteen (14) parking
375 spaces or more to break up large expanses of pavement, to provide relief from reflected glare and
376 heat, and to guide vehicular and pedestrian traffic.

377 B. Materials and Installation:

378 1. Irrigation: All landscaped areas in parking lots that contain any plants or trees shall be
379 irrigated. Irrigation design shall follow the requirements of the application checklist.

380 2. Interior Parking Lot Landscaping:

381 a. Shade trees shall be provided at no less than one tree per seven (7) parking spaces (i.e.,
382 seventy (70) spaces divided by seven (7) equals ten (10) trees).

383 b. Within landscaped areas, plants shall be of sufficient number and spacing to provide
384 fifty percent (50%) surface coverage at maturity, not including tree canopies.

385 c. Interior parking lot landscaping shall be evenly dispersed throughout the parking lot.
386 Planting that is required along the perimeter of a parking lot or adjacent to buildings shall not be
387 considered as part of the interior parking lot landscaping.

388 3. Perimeter Parking Lot Landscape Areas: Where a parking lot is located within a
389 required, front, side, or rear yard or within twenty feet (20') of a property line, landscaping shall
390 be provided around the perimeter of the parking lot. The perimeter landscaping planting area
391 shall be a minimum of eight feet (8') wide and shall be designed, contained, planted and irrigated
392 according to this chapter and the application checklist.

393 4. Landscaped Areas: The minimum interior dimensions of any landscaped area or planting
394 median shall be eight feet (8') wide. Each landscaped area shall be protected by concrete vertical
395 curbs. Curbs may be designed to allow stormwater to enter the landscaped area. Where such
396 curbs serve as a wheel stop for parking spaces, thirty six inches (36") shall be provided in the
397 planting area between the curb stop and the tree locations. Other low growing plants, mulch,
398 gravel, or ornamental concrete shall be placed in this tree exclusion area. (Ord. 21-10, 6-9-2021)

399

400 13-13-8: LANDSCAPED BUFFERS:

401 A. Landscape buffers shall mitigate the transition between more intense land uses and/or
402 between different development types. Only the more intense land use shall be required to provide
403 the landscape buffer.

404 B. Materials and Installation:

405 1. Landscaped buffers shall be not less than twenty feet (20') wide. The area of this buffer
406 may be counted toward the required landscape area. Sidewalks and walking paths may be
407 included in a landscape buffer.

408 2. Buffers shall be designed with sufficient number, size and density of trees and shrubs to
409 mitigate visual and auditory impacts. A minimum of one tree for each four hundred (400) square
410 feet, or fraction thereof, of the landscaped buffer shall be planted. This requirement is in addition
411 to the required park strip landscaping and parking lot landscaping.

412 C. Exceptions:

413 1. Where a landscape buffer already exists along the property line of an abutting property,
414 the landscape buffer requirement for the subject property may be waived or reduced in width by
415 the Zoning Administrator. (Ord. 21-10, 6-9-2021)

416

417 13-13-9: ADOPTED STREETSCAPE PLANS:

418 A. A streetscape plan is required in those cases where a wall is required between a
419 development and an arterial or collector street. The plan shall show in detail the landscape
420 treatment of the space between the wall and the street curb line. A streetscape plan is also
421 required for all commercial, office, manufacturing, institutional and multi-family residential
422 developments that are five (5) contiguous acres and larger which abut arterial streets.

423 1. Where an adopted streetscape plan is in place, the developer shall follow such plan.

424 2. Where no adopted streetscape plan is in place, the developer shall coordinate with city
425 staff and receive approval from the planning commission through the subdivision or site plan
426 process on development of a streetscape plan and on the installation of the irrigation system and
427 plant materials.

428 B. Streetscape plan requirements for developed areas five (5) contiguous acres and larger
429 along arterial streets are as follows:

430 1. Adjacent to Residential Developments: Unless part of a previously approved master plan,
431 development plan or streetscape plan, single-family and two-family residential developments
432 adjacent to arterial streets shall contain a minimum ten foot (10') landscaped area, with plants
433 arranged and approved by the city's parks department and the city's urban forester. The required
434 ten foot (10') landscaped area shall be installed by the developer following provisions contained
435 in this chapter from the back of sidewalk to the adjacent property line. Waterwise plants should
436 be used extensively and may be used exclusively and shall be used as much as possible. The
437 required street wall shall be installed beyond the landscaped area adjacent to the property line.
438 The required ten foot (10') landscaped area adjacent to single-family and two-family residential
439 shall be dedicated to the City.

440 2. Adjacent to Commercial, Office, Industrial, Institutional and Multi- Family
441 Developments: Unless part of a previously approved master plan, development plan or
442 streetscape plan, commercial, office, industrial, institutional, and multi-family developments
443 adjacent to arterial streets shall contain a minimum ten foot (10') landscaped area. The required
444 ten foot (10') landscaped area shall be installed between the back of sidewalk to the adjacent
445 development line (parking area, building area, etc.) along the entire area adjacent to the arterial
446 street. Decorative or retaining walls no greater than two feet (2') in height may be installed in this
447 area. Decorative boulders may be installed in this area. The required ten foot (10') landscaped
448 area adjacent to commercial, office, industrial and multi-family developments shall be installed
449 and maintained by the commercial, office, industrial, institutional, and multi- family
450 development. This area may be counted as part of the development's overall landscaping
451 percentage requirement. The landscaped area shall comply with the provisions governing
452 landscaping in this chapter. Waterwise plants should be used extensively and may be used
453 exclusively and shall be used as much as possible. (Ord. 21-10, 6-9-2021)

454

455 13-13-10: LANDSCAPE MAINTENANCE:

456 A. **Intent:** The developer, the developer's successor, homeowner, and/or subsequent owners of
457 a site for which landscape plans or landscaping were required in this chapter, shall be responsible
458 for the maintenance, repair, and replacement of all landscaping elements. Park strips shall be
459 maintained by the owner of property abutting city easements, rights of way and park strips.

460 B. Irrigation Systems: Irrigation systems shall be maintained in good working condition and
461 adjusted to ensure optimal operation and efficient water use.

462 C. Malfunctioning systems that are no longer conveying water as specified shall be repaired
463 or replaced.

464 D. Landscaping: All landscape plants shall be maintained in good condition to present a
465 healthy, neat, and orderly appearance. Plants not in this condition shall be removed and replaced
466 when necessary.

467 E. Trees: Tree maintenance and pruning on private property shall be the responsibility of the
468 property owner or tenant.

469 1. For any tree in a park strip or within the landscape setback area where there is no park
470 strip, property owners or tenants are not permitted to remove or conduct major pruning (twenty

471 percent (20%) or more of the crown), without prior approval from the city's urban forester. As a
472 condition of such approval, the permittee may be required to replace the tree.

473 2. Protect trees against damage caused by maintenance equipment, such as lawn/sod/turf
474 mowers, weed trimmers, snowblowers and snowplows.

475 F. Grounds Maintenance: Landscaped areas shall be kept free of refuse and debris.

476 G. Clearance and Visibility. Any portion of a tree that is in the park strip public right of way
477 or that overhangs the public right of way from private property may be removed up to the
478 property line at any time without notice by the City. However, the requirements below are
479 minimums that shall be maintained.

480 1. Trees adjacent to pedestrian walkways shall have a minimum canopy clearance of eight
481 feet (8') at all possible perpendiculars between the walkway surface and tree.

482 2. Tree canopies that extend over streets shall be pruned to provide canopy clearance of at
483 least fourteen feet (14') at all possible perpendiculars between the street surface and tree.

484 3. Plants in the intersection sight triangle shall be pruned to maintain maximum heights
485 specified in this standard. (Ord. 21-10, 6-9-2021; amd. Ord. 23- 09, 3-22-2023)

486

147 **ATTACHMENT B – CLEAN VERSION**

148 CHAPTER 13
149 LANDSCAPING REQUIREMENTS

150 SECTION:

- 151 13-13-1: Purpose
- 152 13-13-2: Applicability
- 153 13-13-3: Fees And Submittals
- 154 13-13-4: Approvals and Inspections
- 155 13-13-5: Water Efficiency Standards
- 156 13-13-6: Landscape Requirements For Specific Land Uses
- 157 13-13-7: Parking Lot Landscaping
- 158 13-13-8: Landscaped Buffers
- 159 13-13-9: Adopted Streetscape Plans
- 160 13-13-10: Landscape Maintenance

161

162 13-13-1: PURPOSE:

163 The city finds that it is in the public interest to conserve public water resources and promote
164 water efficient landscaping through planning and education. The city strives to protect and
165 enhance the community's environmental, economic, recreational, and aesthetic resources by
166 promoting efficient use of water, reducing water waste, and establishing guidelines for design,
167 installation, and maintenance of water efficient and attractive landscaping. (Ord. 21-10, 6-9-
168 2021)

169

170 13-13-2: APPLICABILITY:

171 A. Except as set forth in subsections B. and C. of this section, this chapter applies to all new
172 construction and includes all building additions, expansions, changes, or intensification of use,
173 filed after the effective date hereof, which results in a new landscaped area greater than one
174 thousand (1,000) square feet. The landscaping and irrigation plans required by this chapter shall
175 be provided as a condition of building permit issuance. In the case of building expansions, only
176 the expansion area shall be required to meet the requirements of this chapter.

177 B. New Single Family Residential Construction. New single family residential shall meet
178 sections 13-13-5 "Water Efficiency Standards" and 13-13-6 G of this chapter. As an aid, a
179 residential landscape design guide is available from the city and is located on the city's website.

180 C. Existing-Single Family Residential. Existing Single-Family Residential landscaping is not
181 required to follow the regulations of this chapter. Landscaping shall be maintained. When
182 changing existing landscaping, the property owner is encouraged to follow the provisions of this
183 chapter. As an aid, a residential landscape design guide available from the city located on the
184 city's website. (Ord. 21-10, 6-9-2021)

185

186 13-13-3: FEES AND SUBMITTALS:

187 A. Submittal: Landscape, irrigation, summary data, as-built drawings and planting plans shall
188 be submitted with final site plans following the checklist provided by the city.

189 B. Fees: All fees shall be submitted according to the consolidated fee schedule. (Ord. 21-10,
190 6-9-2021)

191

192 13-13-4: APPROVALS AND INSPECTIONS:

193 A. Landscape and irrigation plans are approved according to city code.

194 B. Landscaping and irrigation inspection verifying that the landscaping and irrigation system
195 was installed according to the approved plans shall be conducted by the City prior to issuance of
196 a certificate of occupancy.

197 1. Water Meter: For all commercial landscapes, a separate water meter shall be installed for
198 landscape irrigation systems. The landscape water meter shall be separate from the water meter
199 installed for indoor uses. The size of the meter shall be determined based on irrigation demand.
200 The landscape water meter shall not be a "submeter" but shall be installed and billed separately
201 from any indoor meters.

202 2. Irrigation Systems: Irrigation systems shall be pressure checked and inspected prior to
203 backfilling to obtain a final certificate of occupancy.

204 (Ord. 21-10, 6-9-2021)

205

206 13-13-5: WATER EFFICIENCY STANDARDS:

207 A All new construction, for all zones and types of uses, shall comply with the water
208 efficiency standards listed below. Upgrades or relandscaping should strive to meet these same
209 standards.

210 B. All irrigation shall be appropriate for the designated plant material to achieve the highest
211 water efficiency.

212 1. Drip irrigation or bubblers shall be used except in lawn/sod/turf areas.

213 2. Drip irrigation systems shall be equipped with a pressure regulator, filter, flush-end
214 assembly, and any other appropriate components.

- 215 C. If installed each irrigation valve shall irrigate landscaping with:
- 216 1. Similar site;
- 217 2. Similar slopes;
- 218 3. Similar soil conditions; and
- 219 4. Plant materials with similar watering needs.
- 220 D. Lawn/sod/turf and planting beds shall be irrigated on separate irrigation valves if an
- 221 irrigation system is installed.
- 222 E. Drip emitters and sprinklers shall be placed on separate irrigation valves if an irrigation
- 223 system is installed.
- 224 F. Landscaped areas shall be provided with a smart irrigation controller which has the ability
- 225 to automatically adjust the frequency and/or duration of irrigation events in response to changing
- 226 weather conditions. All controllers shall be equipped with automatic rain delay or rain shut-off
- 227 capabilities.
- 228 G. A minimum of three to four inches of mulch, permeable to air and water, shall be used in
- 229 planting beds.
- 230 H. The city recommends that landscapes have enough plants (trees, perennials, and shrubs) to
- 231 create at least 50% living plant cover at maturity.
- 232 I. Lawn/sod/turf are prohibited from being installed in:
- 233 1. Park strips;
- 234 2. Paths less than eight feet wide; or
- 235 3. On slopes with a grade greater than 25%.
- 236 J. Lawn/sod/turf of all dwelling units are prohibited from exceeding the greater of 250 square
- 237 feet or 35% of the front yard/side yard landscaped area, as defined in section 13-2-3. (Ord. 21-
- 238 10, 6-9-2021; amd. Ord. 23-44, 12-20-2023)

239

240 13-13-6: LANDSCAPE REQUIREMENTS FOR SPECIFIC LAND USES:

241 A. Multiple-Family Developments:

242 1. Landscaped Areas: Outside of active recreation area, lawn/sod/turf areas shall not exceed

243 twenty percent (20%) of the front yard/side yard landscaped area of the common area landscapes

244 in each multiple-family development.

245 a. Active recreation areas for a multi-family development may be planted in lawn/sod/turf

246 and may be of any size practical for active recreation area purposes.

247 b. Detention basins may also be planted entirely of lawn/sod/turf if they are part of an
248 active recreation area.

249 c. The terms in this section shall be defined pursuant to section 13-2-3.

250 2. The front yard and side yards adjacent to public streets, except those portions devoted to
251 driveways and sidewalks shall be landscaped. The minimum width of landscaped areas adjacent
252 to public streets shall be twenty-five feet (25') wide. This planting area shall meet all
253 requirements of this chapter.

254 3. Site Trees: A minimum of one tree per two thousand (2,000) square feet of landscaped
255 area is required, in addition to any park strip, parking lot landscaping or landscaped buffer
256 requirement of this chapter.

257 4. Park Strip Landscaping: Any combination of ornamental plants, shrubs, herbaceous
258 perennial, ground cover plants, pavers, ornamental gravel, ornamental concrete, boulders, bark
259 mulch and artificial turf is permitted in the park strip. Lawn/sod/turf is prohibited in park strips.
260 One tree per twenty-five feet (25') of frontage is required.

261 5. Parking Lot Landscaping: Parking lot landscaping shall meet the requirements of this
262 chapter.

263 6. Landscaped Buffer: A landscaped buffer is required for any multi-family development
264 adjacent to an existing lower density residential development. Buffers shall meet the
265 requirements of this chapter.

266 7. On site detention basins shall be considered part of the landscaped area of the site and
267 shall be landscaped unless stored underground or as part of the paved parking area.

268 B. Business/Research Park Zone:

269 1. Landscaped Areas: Landscaped areas shall comprise not less than twenty five percent
270 (25%) of the site. The front yard and side yards adjacent to public streets, except those portions
271 devoted to driveways and sidewalks, shall be landscaped. Lawn/sod/turf shall be limited to
272 twenty percent (20%) of the landscaped area.

273 2. Site Trees: A minimum of one tree per two thousand (2,000) square feet of landscaped
274 area is required, in addition to any park strip, parking lot landscaping or landscaped buffer
275 requirement.

276 3. Park Strip Landscaping: Any combination of ornamental plants, shrubs, herbaceous
277 perennial, ground cover plants, pavers, ornamental gravel, ornamental concrete, boulders, bark
278 mulch and artificial turf is allowed in the park strip. Lawn/sod/turf is prohibited in park strips.
279 One tree per twenty-five feet (25') of frontage is required.

280 4. Parking Lot Landscaping: Parking lot landscaping shall meet the requirements of this
281 chapter.

282 5. Landscape Buffers: Landscape buffers may be required in areas that abut less intense or
283 incompatible land uses or as visual barriers around parking and utility areas. Buffers shall meet
284 the requirements of this chapter.

285 6. On site detention basins shall be considered part of the landscaped area of the site and
286 shall be landscaped unless stored underground or as part of the paved parking area.

287 C. Commercial and Professional Office:

288 1. Landscaped Areas: Landscaped areas shall comprise not less than fifteen percent (15%)
289 of a commercial or professional office site. Front and side yards adjacent to a public street,
290 except those portions devoted to driveways and sidewalks, shall be landscaped. Lawn/sod/turf
291 shall be limited to twenty percent (20%) of the landscaped area.

292 2. Site Trees: A minimum of one tree per two thousand (2,000) square feet of landscaped
293 area is required, in addition to any park strip, parking lot landscaping or landscaped buffer
294 requirement.

295 3. Landscaped Buffer: A landscaped buffer is required for any commercial or professional
296 office adjacent to an existing residential development. Buffers shall meet the requirements of this
297 chapter.

298 4. Park Strip Landscaping: Any combination of ornamental plants, shrubs, herbaceous
299 perennial, ground cover plants, pavers, ornamental gravel, ornamental concrete, boulders, bark
300 mulch and artificial turf is allowed in the park strip. Lawn/sod/turf is prohibited in park strips.
301 One tree per twenty five feet (25') of frontage is required.

302 5. On site detention basins shall be considered part of the landscaped area of the site and
303 shall be landscaped unless stored underground or as part of the paved parking area.

304 D. Manufacturing Developments:

305 1. Landscaped Areas: Landscaped areas shall comprise not less than ten percent (10%) of a
306 manufacturing site. A minimum of one tree per two thousand (2,000) square feet of landscaped
307 area is required, in addition to any park strip, parking lot landscaping or landscaped buffer
308 requirement. Lawn/sod/turf shall be limited to twenty percent (20%) of the landscaped area.

309 2. Park Strip Landscaping: Any combination of ornamental plants, shrubs, herbaceous
310 perennial, ground cover plants, pavers, ornamental gravel, ornamental concrete, boulders, bark
311 mulch and artificial turf is allowed in the park strip. Lawn/sod/turf is prohibited in park strips.
312 One tree per twenty five feet (25') of frontage is required.

313 3. Landscaped Buffers: A landscaped buffer is required for any manufacturing development
314 adjacent to an existing residential development. Buffers shall meet the requirements City Code.

315 4. On site detention basins shall be considered part of the landscaped area of the site and
316 shall be landscaped unless stored underground or as part of the paved parking area.

317 E. Nonresidential Uses in Residential Districts:

318 1. Landscaped Areas: Landscaped areas shall comprise not less than fifteen percent (15%)
319 of a nonresidential site. Front and side yards adjacent to a public street, except those portions
320 devoted to driveways and sidewalks, shall be landscaped. Lawn/sod/turf shall be limited to
321 twenty percent (20%) of the landscaped area.

322 2. Site Trees: A minimum of one tree per two thousand (2,000) square feet of landscaped
323 area is required, in addition to any park strip, parking lot landscaping or landscaped buffer
324 requirement.

325 3. Landscaped Buffer: A landscaped buffer is required for any nonresidential adjacent to an
326 existing residential development. Buffers shall meet the requirements of this chapter.

327 4. On site detention basins shall be considered part of the landscaped area of the site and
328 shall be landscaped unless stored underground or as part of the paved parking area.

329 5. Exemption: Nonresidential uses in residential districts are exempt from the field
330 inspection requirements of section 13-13-4 of this chapter.

331 F. City-constructed buildings, parks, recreation, and open spaces; and recreation and open
332 spaces for educational facilities; in any zone:

333 1. Landscaped Areas: Landscaped areas shall comprise not less than twenty five percent
334 (25%) of the site containing a public building such as city hall, courts, public safety buildings,
335 public works buildings, water tanks/reservoirs, administration buildings. The front yard and side
336 yards adjacent to public streets, except those portions devoted to driveways and sidewalks, shall
337 be landscaped. Lawn/sod/turf shall be limited to twenty percent (20%) of the landscaped area
338 surrounding public buildings. This requirement does not apply to accessory buildings or
339 structures of public parks, open space, or recreation areas.

340 2. Site Trees: A minimum of one tree per two thousand (2,000) square feet of landscaped
341 area is required, in addition to any park strip, parking lot landscaping or landscaped buffer
342 requirement of this chapter. Landscaped area does not include areas used for parks, open spaces,
343 or recreation areas.

344 3. Park Strip Landscaping: Any combination of ornamental plants, shrubs, herbaceous
345 perennial, ground cover plants, pavers, ornamental gravel, ornamental concrete, boulders, bark
346 mulch and artificial turf is permitted in the park strip. Lawn/sod/turf is prohibited in park strips.
347 One tree per twenty-five feet (25') of frontage is required.

348 4. Parking Lot Landscaping: Parking lot landscaping shall meet the requirements of this
349 chapter.

350 5. On site detention basins shall be considered part of the landscaped area of the site and
351 shall be landscaped unless stored underground or as part of the paved parking area.

352 6. Parks and recreation facilities. There is no limitation on the amount of lawn/sod/turf used
353 in parks or recreation areas. Tree placement in parks, open spaces and recreation areas will be
354 according to the overall design of the park, open space, or recreation area.

355 G. New Single-Family Residential Construction Landscaping Requirements:

356 1. Lawn/sod/turf of new single-family dwelling units:

357 a. Is prohibited from being installed in park strips, paths less than eight feet wide, or on
358 slopes with a grade greater than 25%; and

359 b. Is prohibited from exceeding the greater of 250 square feet or 35% of the front yard/side
360 yard landscaped area, as defined in section 13-2-3; and

361 2. The city recommends that landscapes have at least 50% living plant cover at maturity.

362 (Ord. 21-10, 6-9-2021; amd. Ord. 23-44, 12-20-2023)

363

364 13-13-7: PARKING LOT LANDSCAPING:

365 A. Landscaping is required within automobile parking areas that have fourteen (14) parking
366 spaces or more to break up large expanses of pavement, to provide relief from reflected glare and
367 heat, and to guide vehicular and pedestrian traffic.

368 B. Materials and Installation:

369 1. Irrigation: All landscaped areas in parking lots that contain any plants or trees shall be
370 irrigated. Irrigation design shall follow the requirements of the application checklist.

371 2. Interior Parking Lot Landscaping:

372 a. Shade trees shall be provided at no less than one tree per seven (7) parking spaces (i.e.,
373 seventy (70) spaces divided by seven (7) equals ten (10) trees).

374 b. Within landscaped areas, plants shall be of sufficient number and spacing to provide
375 fifty percent (50%) surface coverage at maturity, not including tree canopies.

376 c. Interior parking lot landscaping shall be evenly dispersed throughout the parking lot.
377 Planting that is required along the perimeter of a parking lot or adjacent to buildings shall not be
378 considered as part of the interior parking lot landscaping.

379 3. Perimeter Parking Lot Landscape Areas: Where a parking lot is located within a
380 required, front, side, or rear yard or within twenty feet (20') of a property line, landscaping shall
381 be provided around the perimeter of the parking lot. The perimeter landscaping planting area
382 shall be a minimum of eight feet (8') wide and shall be designed, contained, planted and irrigated
383 according to this chapter and the application checklist.

384 4. Landscaped Areas: The minimum interior dimensions of any landscaped area or planting
385 median shall be eight feet (8') wide. Each landscaped area shall be protected by concrete vertical
386 curbs. Curbs may be designed to allow stormwater to enter the landscaped area. Where such
387 curbs serve as a wheel stop for parking spaces, thirty six inches (36") shall be provided in the
388 planting area between the curb stop and the tree locations. Other low growing plants, mulch,
389 gravel, or ornamental concrete shall be placed in this tree exclusion area. (Ord. 21-10, 6-9-2021)

390

391 13-13-8: LANDSCAPED BUFFERS:

392 A. Landscape buffers shall mitigate the transition between more intense land uses and/or
393 between different development types. Only the more intense land use shall be required to provide
394 the landscape buffer.

395 B. Materials and Installation:

396 1. Landscaped buffers shall be not less than twenty feet (20') wide. The area of this buffer
397 may be counted toward the required landscape area. Sidewalks and walking paths may be
398 included in a landscape buffer.

399 2. Buffers shall be designed with sufficient number, size and density of trees and shrubs to
400 mitigate visual and auditory impacts. A minimum of one tree for each four hundred (400) square
401 feet, or fraction thereof, of the landscaped buffer shall be planted. This requirement is in addition
402 to the required park strip landscaping and parking lot landscaping.

403 C. Exceptions:

404 1. Where a landscape buffer already exists along the property line of an abutting property,
405 the landscape buffer requirement for the subject property may be waived or reduced in width by
406 the Zoning Administrator. (Ord. 21-10, 6-9-2021)

407

408 13-13-9: ADOPTED STREETSCAPE PLANS:

409 A. A streetscape plan is required in those cases where a wall is required between a
410 development and an arterial or collector street. The plan shall show in detail the landscape
411 treatment of the space between the wall and the street curb line. A streetscape plan is also
412 required for all commercial, office, manufacturing, institutional and multi-family residential
413 developments that are five (5) contiguous acres and larger which abut arterial streets.

414 1. Where an adopted streetscape plan is in place, the developer shall follow such plan.

415 2. Where no adopted streetscape plan is in place, the developer shall coordinate with city
416 staff and receive approval from the planning commission through the subdivision or site plan
417 process on development of a streetscape plan and on the installation of the irrigation system and
418 plant materials.

419 B. Streetscape plan requirements for developed areas five (5) contiguous acres and larger
420 along arterial streets are as follows:

421 1. Adjacent to Residential Developments: Unless part of a previously approved master plan,
422 development plan or streetscape plan, single-family and two-family residential developments
423 adjacent to arterial streets shall contain a minimum ten foot (10') landscaped area, with plants
424 arranged and approved by the city's parks department and the city's urban forester. The required
425 ten foot (10') landscaped area shall be installed by the developer following provisions contained
426 in this chapter from the back of sidewalk to the adjacent property line. Waterwise plants should
427 be used extensively and may be used exclusively and shall be used as much as possible. The
428 required street wall shall be installed beyond the landscaped area adjacent to the property line.
429 The required ten foot (10') landscaped area adjacent to single-family and two-family residential
430 shall be dedicated to the City.

431 2. Adjacent to Commercial, Office, Industrial, Institutional and Multi- Family
432 Developments: Unless part of a previously approved master plan, development plan or
433 streetscape plan, commercial, office, industrial, institutional, and multi-family developments

434 adjacent to arterial streets shall contain a minimum ten foot (10') landscaped area. The required
435 ten foot (10') landscaped area shall be installed between the back of sidewalk to the adjacent
436 development line (parking area, building area, etc.) along the entire area adjacent to the arterial
437 street. Decorative or retaining walls no greater than two feet (2') in height may be installed in this
438 area. Decorative boulders may be installed in this area. The required ten foot (10') landscaped
439 area adjacent to commercial, office, industrial and multi-family developments shall be installed
440 and maintained by the commercial, office, industrial, institutional, and multi-family
441 development. This area may be counted as part of the development's overall landscaping
442 percentage requirement. The landscaped area shall comply with the provisions governing
443 landscaping in this chapter. Waterwise plants should be used extensively and may be used
444 exclusively and shall be used as much as possible. (Ord. 21-10, 6-9-2021)

445

446 13-13-10: LANDSCAPE MAINTENANCE:

447 A. The developer, the developer's successor, homeowner, or subsequent owner of a site for
448 which landscape plans or landscaping were required in this chapter, shall be responsible for the
449 maintenance, repair, and replacement of all landscaping elements. Park strips shall be maintained
450 by the owner of property abutting city easements, rights of way and park strips.

451 B. Irrigation Systems: Irrigation systems shall be maintained in good working condition and
452 adjusted to ensure optimal operation and efficient water use.

453 C. Malfunctioning systems that are no longer conveying water as specified shall be repaired
454 or replaced.

455 D. Landscaping: All landscape plants shall be maintained in good condition to present a
456 healthy, neat, and orderly appearance. Plants not in this condition shall be removed and replaced
457 when necessary.

458 E. Trees: Tree maintenance and pruning on private property shall be the responsibility of the
459 property owner or tenant.

460 1. For any tree in a park strip or within the landscape setback area where there is no park
461 strip, property owners or tenants are not permitted to remove or conduct major pruning (twenty
462 percent (20%) or more of the crown), without prior approval from the city's urban forester. As a
463 condition of such approval, the permittee may be required to replace the tree.

464 2. Protect trees against damage caused by maintenance equipment, such as lawn/sod/turf
465 mowers, weed trimmers, snowblowers and snowplows.

466 F. Grounds Maintenance: Landscaped areas shall be kept free of refuse and debris.

467 G. Clearance and Visibility. Any portion of a tree that is in the park strip public right of way
468 or that overhangs the public right of way from private property may be removed up to the
469 property line at any time without notice by the City. However, the requirements below are
470 minimums that shall be maintained.

471 1. Trees adjacent to pedestrian walkways shall have a minimum canopy clearance of eight
472 feet (8') at all possible perpendiculars between the walkway surface and tree.

473 2. Tree canopies that extend over streets shall be pruned to provide canopy clearance of at
474 least fourteen feet (14') at all possible perpendiculars between the street surface and tree.

475 3. Plants in the intersection sight triangle shall be pruned to maintain maximum heights
476 specified in this standard. (Ord. 21-10, 6-9-2021; amd. Ord. 23- 09, 3-22-2023)

477



**MINUTES OF THE CITY OF WEST JORDAN
CITY COUNCIL MEETING**

Tuesday, March 25, 2025 – 7:00 pm

Approved April 8, 2025

8000 S Redwood Road, 3rd Floor
West Jordan, UT 84088

1. CALL TO ORDER

COUNCIL: Chair Chad Lamb, Vice Chair Kayleen Whitelock, Bob Bedore, Pamela Bloom, Kelvin Green, Zach Jacob, Kent Shelton

STAFF: Council Office Director Alan Anderson, Senior Assistant City Attorney Patrick Boice, Mayor Dirk Burton, City Attorney Josh Chandler, Public Works Director Brian Clegg, Budget & Management Analyst Rebecca Condie, City Planner/Zoning Administrator Larry Gardner, Policy Analyst & Public Liaison Warren Hallmark, Assistant City Administrator Paul Jerome, Community Development Director Scott Langford, City Administrator Korban Lee, Fire Chief Derek Maxfield, Council Office Clerk Cindy Quick, Deputy Police Chief Jeremy Robertson, Administrative Services Director Danyce Steck

Chair Lamb called the meeting to order at 7:00 pm.

2. PLEDGE OF ALLEGIANCE

Warren Hallmark led participants in the Pledge of Allegiance.

3. SPECIAL RECOGNITION

a. Presentation from Copper Hills High School regarding Autism Awareness

Lieutenant Joe Monson introduced Copper Hills High School Principal Rae Garrison, who presented a \$4,685.98 donation for autism awareness training for the West Jordan Police Department. She credited teacher Emilie Scotto and the PALS program students for leading the fundraiser. Detective Brummel, the school resource officer, was also recognized for his support. The Council expressed appreciation and took the opportunity for a photograph.

b. West Jordan Fire Department Badge Pinning

Fire Chief Derek Maxfield recognized firefighters receiving a Supervising Fire Officer designation, maintaining its leadership in the state. New designees included David Gray, Alex Harris, Matt Moranda, Brian Bobo, Robert Ready, Clay Mackey, Curtis Madsen, Cody Snyder, and Shawn Sandberg. Chief Maxfield introduced new hires Dillan Bartow and Ben Ho, and newly promoted Captain Zach Sumner and Engineer Brandon Benmonfranz, and supervised the badge pinning. The Council expressed congratulations and took the opportunity for photographs.

4. PUBLIC COMMENT

Chair Lamb opened the public comment period at 7:13 pm.

Comments:

Amy Motta, Salt Lake City resident and volunteer with Bailing out Benji, spoke of conditions in puppy mills, and encouraged the Council to prevent another shop sourcing puppies from puppy mills to open in West Jordan.

Chair Lamb closed public comments at 7:16 pm.

5. PUBLIC HEARINGS

a. Resolution No. 25-011 requesting the City Council waive \$1,010 in park rental fees for Itineris Early College High School's event

Council Office Director Alan Anderson presented a request from Itineris Early College High School for the Council to waive park rental fees (\$1,010) for a fun run at Veterans Memorial Park. Sessa Valasquez, Jones Niser, and Jeth Therman, representatives of the student body, said this would be the first year the students put on the fun run fundraiser for the school and the community.

Vice Chair Whitelock asked how the event would be promoted to the community. Ms. Valasquez said fliers had been posted with a QR code for event registration, and students would promote to their families and individual communities throughout the valley. She said registration would also be possible at the event. Council Member Green suggested the City help promote the event with Facebook posts. Council Member Bloom encouraged the students to return and report on the event in the public comment portion of a future meeting.

Chair Lamb opened a public hearing at 7:23 pm.

Comments:

None

Chair Lamb closed the public hearing at 7:23 pm.

MOTION: Council Member Shelton moved to APPROVE Resolution No. 25-011 waiving \$1,010 in park rental fees for Itineris Early College High School's event.

Vice Chair Whitelock seconded the motion.

The vote was recorded as follows:

YES: Bob Bedore, Pamela Bloom, Kelvin Green, Zach Jacob, Chad Lamb, Kent Shelton, Kayleen Whitelock

NO:

ABSENT:

The motion passed 7-0.

b. Resolution No. 25-013 requesting the City Council waive \$1,010 in park rental fees for Comunidad Salvadorena de Utah's Event

Council Office Director Alan Anderson introduced the request from Comunidad Salvadorena de Utah for a park rental fee waiver (\$1,010) for an event involving approximately 150 people at Veterans Memorial Park on June 21, 2025.

Victor Rodriguez, Co-Founder of Comunidad Salvadorena de Utah, said the event would celebrate Central American Independence Day and promote Central American culture on September 13, 2025. He said the volunteers lived in West Jordan and West Valley.

Council Member Bloom thanked Mr. Rodriguez for bringing the event to West Jordan.

Chair Lamb opened a public hearing at 7:28 pm.

Comments:

None

Chair Lamb closed the public hearing at 7:28 pm.

MOTION: Council Member Green moved to APPROVE Resolution No. 25-013 waiving \$1,010 in park rental fees for Comunidad Salvadorena de Utah's event.

Council Member Bloom seconded the motion.

Mr. Anderson would verify the date of the event and noted that the Resolution did not include a specific date and would therefore be fine to approve as proposed.

The vote was recorded as follows:

YES: Bob Bedore, Pamela Bloom, Kelvin Green, Zach Jacob, Chad Lamb, Kent Shelton, Kayleen Whitelock

NO:

ABSENT:

The motion Passed 7-0.

c. Ordinance No. 25-15 amending the annual budget for fiscal year 2025

Administrative Services Director Danyce Steck presented a budget amendment request for \$800,000 from the General Capital Projects Fund for a Courts Project to prepare for sharing justice court services and space with another municipality, and to increase efficiency and service level. She said the project would be contracted in pieces and managed in house. Ms. Steck responding to a question from Council Member Jacob said that there would be cost recovery from the other municipality for half of the project cost.

Council Member Green expressed concern that managing the project in house would burden a member of staff with an additional duty, and the project could get stretched out. Ms. Steck said the Council would soon see a request for a position to be reclassified as a project management position. City Administrator Korban Lee said he did not think the project would be held up by not using a third-party general contractor.

Chair Lamb opened a public hearing at 7:37 pm.

Comments:

None

Chair Lamb closed the public hearing at 7:38 pm.

Vice Chair Whitelock voiced concerns with the dollar amount. She said Google provided a range of \$50-\$250 per square foot for standard commercial, and a local developer told her the high end would be \$105 per square foot. Vice Chair Whitelock would only feel comfortable approving half the requested amount, and suggested staff could come back for more if needed. She shared an experience with the School Board putting out a description of what they wanted and asked what contractors could do for them, and suggested a different approach could be used for the Court Project.

Council Member Green shared Vice Chair Whitelock's concern, and suggested the City runs the risk of not getting low responsible bids by starting with a budget of \$800,000. He asked if the budget included change orders and cost-overruns. Mr. Lee explained that the City did not yet have complete designs and had not yet bid out the project. He said the estimate was based on phone calls and a comparison from a recent Third District Court project. He said money needed to be set aside in order to get started on the project, and said Taylorsville City was anxious to move to the building. Mr. Lee hoped the project did not cost \$800,000, but staff were confident the project could be done for that amount, including any cost overruns. He noted that court rooms tend to be very expensive per square foot due to requirements set by the Administrative Office of the Courts (AOC). He said the project would include completion of a second court room, as well as technology upgrades to the first court room.

Council Member Jacob expressed confidence in City staff, and support for the requested budget amendment. Vice Chair Whitelock believed subcontractors would look at the budgeted amount and set their bids accordingly. Chair Lamb expressed support for the proposed budget amendment.

MOTION: Council Member Jacob moved to APPROVE Ordinance No. 25-15 amending the annual budget for fiscal year 2025.

Chair Lamb seconded the motion.

The vote was recorded as follows:

YES: Bob Bedore, Pamela Bloom, Kelvin Green, Zach Jacob, Chad Lamb, Kent Shelton

NO: Kayleen Whitelock

ABSENT:

The motion Passed 6-1.

d. Ordinance No. 25-12 amending West Jordan City Code Title 13 Chapter 13: Landscaping Requirements adding requirements for single-family residential landscaping and removing landscape bonding requirements

City Planner/Zoning Administrator Larry Gardner said the proposed amendment to Title 13 Chapter 13 would add landscaping requirements for single-family residential both existing and new, and remove landscape bonding requirements. The City had not previously required a homeowner to maintain landscaping by Code. The proposed landscaping requirements followed water efficiency standards.

Chair Lamb opened a public hearing at 7:50 pm.

Comments:

Ash, West Valley resident but said a family member lived in West Jordan. Ash understood the desire for a property to look nice, but said a lot of people did not have the ability or the money to keep up their landscaping. Ash felt the proposed requirements did not seem fair to those who did not have the funds or were unable to physically do the work themselves.

Chair Lamb closed the public hearing at 7:52 pm.

Council Member Green noted that the ordinance presented by staff had a number of wording problems, and he had prepared a substitute ordinance for consideration. He explained his proposed language. Council Member Jacob was comfortable with the language in either proposed version.

Council Member Bloom asked if hardship options had been considered, such as temporary hardship waivers, alternative compliance passes, or a volunteer yard assistance program. Mr. Lee said the City did not have such a program, and said the bulk of the proposed changes would apply to new development. Mr. Langford said Code Enforcement did not like to be punitive, and took a soft approach with the initial contact.

Vice Chair Whitelock agreed with Council Member Green's suggestions. She suggested the Council refer the matter back to staff to review his suggestions. She asked for staff to send proposed language to the Council for review prior to distribution of the next Council meeting packet. Chair Lamb agreed.

MOTION: Council Member Green moved to REFER Ordinance No. 25-12 back to staff for review.

Vice Chair Whitelock seconded the motion.

The vote was recorded as follows:

YES: Bob Bedore, Pamela Bloom, Kelvin Green, Zach Jacob, Chad Lamb, Kent Shelton, Kayleen Whitelock

NO:

ABSENT:

The motion Passed 7-0.

6. REPORTS TO COUNCIL

a. City Council Reports

- Vice Chair Whitelock presented a gift of Peel Mortuary Pens that had been distributed at a recent ChamberWest meeting. She thanked the Police Department for arranging for the Council to receive the virtual autism training.
- Council Member Jacob reported the Jordan Valley Water Conservancy District would propose a modest property tax increase for the next fiscal year.
- Council Member Green thanked the Police Department for the opportunity to attend the autism training. He congratulated Paul Dodd for his recent admission to the United States Supreme Court Bar, provided an update on the Youth Council, and congratulated Judge Holtan on his swearing in.
- Council Member Shelton reported on a recent Town Hall meeting where residents raised traffic concerns about a proposed commercial development.

b. Council Office Report

None

c. Mayor's Report

Mayor Dirk Burton reported on recent grand openings and events and spoke of upcoming events and activities in the community.

d. City Administrator's Report

City Administrator Korban Lee reported the Community Arts Center was almost complete, and a public open house was scheduled for June 20, 2025.

7. CONSENT ITEMS

a. Approve Meeting Minutes

- **March 11, 2025 - Committee of the Whole Meeting**
- **March 11, 2025 - Regular City Council Meeting**

MOTION: Chair Lamb moved to APPROVE the consent agenda as listed.
Council Member Jacob seconded the motion.

The vote was recorded as follows:

YES: Bob Bedore, Pamela Bloom, Kelvin Green, Zach Jacob, Chad Lamb, Kent Shelton, Kayleen Whitelock

NO:

ABSENT:

The motion Passed 7-0.

8. ADJOURN

Chair Lamb noted that the Council would convene in a Redevelopment Agency meeting following the Council meeting, and adjourned the Council meeting at 8:16 pm.

I hereby certify that the foregoing minutes represent an accurate summary of what occurred at the meeting

held on March 25, 2025. This document constitutes the official minutes for the West Jordan City Council meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this 8th day of April 2025



MINUTES OF THE CITY OF WEST JORDAN
COMMITTEE OF THE WHOLE
Tuesday, April 08, 2025 – 4:00 pm
Waiting Formal Approval
8000 S Redwood Road, 3rd Floor
West Jordan, UT 84088

1. CALL TO ORDER

COUNCIL: Chair Chad Lamb, Vice Chair Kayleen Whitelock, Bob Bedore, Kelvin Green, Zach Jacob, Kent Shelton

STAFF: Council Office Director Alan Anderson, Senior Assistant City Attorney Patrick Boice, Public Works Director Brian Clegg, Budget & Management Analyst Rebecca Condie, Utilities Manager Greg Davenport, Economic Development Director David Dobbins, Public Services Director Cory Fralick, Policy Analyst & Public Liaison Warren Hallmark, Community Development Director Scott Langford, City Administrator Korban Lee, Council Office Clerk Cindy Quick, Deputy Police Chief Jeremy Robertson, Administrative Services Director Danyce Steck, Attendee Joe Bryant, Attendee Tyler Crawford, Attendee Marie Magers, Attendee Jeff Mulcahy

ABSENT: Pamela Bloom

Chair Lamb called the meeting to order at 4:00 pm, noting that Council Member Bloom was absent and Council Member Jacob would arrive shortly.

2. DISCUSSION TOPICS

a. Discussion of Proposed West Jordan Recreation Center

Public Services Director Cory Fralick reported the City hired Method Studio to put together an architecture proposal for a recreation center. He introduced Holly Yocom with the Pathway Group. Mr. Fralick spoke of visiting other recreation centers in the valley, and said the County had reported a decrease in the need for competition swimming pools, and an increase in the need for ice rinks. Chair Lamb said his son was on a swim team, and suggested the new recreation center should have a pool at least the size used by high school teams with bleachers. Mr. Fralick said he had reached out to the Smith Group about a potential financial contribution.

Council Member Jacob arrived at 4:07 pm.

Ms. Yocom believed a competition pool would be included in the project as an add-alternate, and pointed out a new pool was being built in South Jordan. The Council and staff discussed ice rinks versus swimming pools. Ms. Yocom said the City's financial contribution to the recreation center would not need to be earmarked for a particular element. She said the County had made it clear in the last five years that competition pools were really only used for the school districts, and the County found it difficult to justify putting additional funding into building more competition pools. Ms. Yocom suggested

the Council invite a representative of the County to a Council meeting to give a presentation and answer questions.

Mr. Fralick reiterated that the recreation center would be a County-run facility, and the County had expressed a need for more ice sheets, not competition pools. Council Member Green said he would not want the County to back out of running the facility or to move the planned facility to a different city. Council Member Jacob said he was in favor of having a separate lap pool, whether or not it was a competition pool.

City Administrator Korban Lee said it was his understanding that partnering with the County for a County-owned and operated recreation facility in West Jordan was a priority. The land would be part of the City's contribution. A majority of the Council appeared to be in agreement. The Council and staff discussed possible school district funding and ZAP Tax funding.

Mr. Lee expressed concern that the next County GO Bond may be heavily weighted toward deferred maintenance projects, not toward a recreation center. He asked if the Council would support staff preparing a "Plan B" that would include construction of at least one element at Ron Wood Park, whether an ice rink, a swimming pool, or something else, if the County ended up scaling back new projects. Council Members Whitelock and Green said they believed the City needed a Plan B.

Mr. Lee suggested the City partner with the County on a ZAP application, which would require the application involving something the County identified as a need. Ms. Yocom said she could provide the Council with a detailed summary of the last three rounds of County ZAP Tax distribution to demonstrate the types of projects that received funding.

Mr. Lee said staff wanted confirmation they were moving in the direction desired by the Council. Vice Chair Whitelock said she believed the residents really wanted a recreation center on the west side. Chair Lamb said he had hoped the facility would include one ice rink, and said he would rather have a nice pool than two ice rinks. Vice Chair Whitelock asked about the possibility of a sprung structure for one of the ice rinks.

Mr. Lee said staff had been cautious with creative thinking to that point, feeling a need to hear Council opinion. He said he wanted to make sure the City stayed in step with the County, and partnered with the County in applications. Mr. Lee asked if the Council would be open to supporting creative, non-traditional options such as the City doing its portion of a recreation center earlier than the County portion. Council Members Whitelock and Shelton expressed support for creative thinking. Chair Lamb said he would not be supportive of a sprung structure for a hockey rink.

b. Presentation of the West Jordan Emergency Management Plan

Emergency Manager Jeff Mulcahy presented the West Jordan Comprehensive Emergency Management Plan (CEMP), and spoke of the City Council's role in emergency management.

Council Members Green and Shelton left at 4:48 pm. Council Member Shelton returned at 4:49 pm.

Mr. Mulcahy said the primary focus of the Council during a disaster would be governance, public communication, and policy oversight, avoiding operational and tactical involvement. He advised the Council to share only verified information and counter misinformation. Mr. Lee emphasized that the Council's role was very important during the recovery phase. Responding to a question from the Council, Mr. Mulcahy said a three-year training plan was in place, and spoke of a planned evacuation exercise. Council Member Jacob suggested active shooter training for the City Council. The Council and staff discussed emergency response training.

c. Discussion of Council Budget Priorities

Chair Lamb said with the coming budget process, or possibly the following budget year, he hoped for the opportunity to look into either replacing the main stands at the rodeo arena or replacing the whole arena.

Council Member Green said the Council had talked about the rodeo arena year after year, and said he was ready to move forward. Council Members Whitelock, Lamb, Green, and Shelton expressed support for asked staff to bring back an estimate of the cost to replace rodeo arena bleachers.

Chair Lamb was excused for a family emergency at 5:16 pm.

Council Member Bedore said he would like to see the Council put money into events that would start laying ground work for the City identity, and suggested allocating funds for communication of events. Council Member Bedore spoke of a multi-cultural event at Veterans Park with a holiday tree, and a photo opportunity with the mountains and the city in the background. Vice Chair Whitelock suggested building on the international flags that were placed in the park during the pandemic. Council Member Bedore suggested a small iceless skating rink, and spoke of wanting to draw individuals from outside the community. He said he believed there were many things that could be done without needing a lot of money.

Council Member Shelton said his first priority was roads. Vice Chair Whitelock said she wondered if it would work to put all road funding for one year into maintenance on roads instead of putting in new roads. Mr. Lee responded that West Jordan did not use maintenance money for new roads. Council Member Shelton said he believed improving the pavement condition index (PCI) deficit was a priority. Council Member Shelton said another priority for him was the bridge over the Jordan River at 7800 South, although he knew Mayor Burton was not interested in putting the project in the FY2026 Budget. He acknowledged that the project would require coordination with other entities. Council Member Shelton said the West Jordan downtown area was also a priority for him. Mr. Lee referred to Cottonwood Heights as an example of investment in a town center.

Council Member Green said he agreed with Chair Lamb that it was time to do something to improve the rodeo grounds and make it inviting to improve the experience. He

suggested the arena might be used more if it was nicer. Council Member Bedore expressed agreement. Council Member Green suggested looking outside the box for how to use the rodeo grounds. The Council discussed improving the rodeo grounds to increase the use. Council Member Bedore pointed out the location may not be an appropriate place for loud sounds on a regular basis. Council Member Jacob mentioned the Council's desire for a new recreation facility and an improved downtown, and spoke of opportunity costs.

Council Member Green said budgeting software for the Finance Department was a top priority for him. Vice Chair Whitelock said she agreed with including funds for budgeting software in the budget as a restricted line item. Council Members Shelton, Bedore, and Green expressed agreement.

Responding to a comment from Council Member Green, staff confirmed the City was participating in a rain barrel program in 2025. Council Member Green said he would like to see City-owned property beautified. He suggested starting with detention ponds.

Council Member Jacob said the City had a lot of trails on the west side that could not be biked in the summer because of goat head weeds. Council Member Jacob said maintenance and beautification of trails was a priority for him. He suggested a \$2 million park bond for water wise landscaping along trails. Council Member Green commented the Department of Agriculture had a reseeding program. Council Members Shelton, Bedore, Green, Jacob, and Whitelock expressed support for asking staff to bring back information about improving west side trails and improving City-owned property.

Council Member Jacob said he wanted to see the arts program accelerated, with more funding allocated. Council Member Jacob said he agreed with Council Member Bedore's idea for a large holiday tree event in the park. He suggested the tree could be made of lights. Council Members Shelton, Bedore, Green, and Jacob expressed support for a Christmas celebration in the park. Council Member Green said he liked the First Friday program, but would like something more for Christmas. Staff referred to holiday light displays in Draper and Murray that cost those cities around \$100,000 each year. Mr. Lee asked if the Council were willing to spend that much, and said the City currently spent around \$20,000 on lights each year. Council Member Bedore spoke of throwing together a low-budget Christmas Carol program. Council Member Jacob suggested event staff bring back ideas and options. The Council discussed hosting some kind of Christmas market.

Mr. Anderson summarized that rodeo grounds, City identity, communications, and budget software were priorities for members of the Council. He advised the Council to keep in mind as they moved into the budget process that some items were one-time expenses, and some were ongoing.

Council Member Jacob left at 6:08 pm.

Vice Chair Whitelock repeated that she wanted budget software to be purchased in the current or next budget year. She suggested the purchase of a fingerprint machine for the Passport Office as a one-time expense that would bring in revenue. Council Members Green, Bedore, Shelton, and Whitelock expressed support.

Mr. Lee said the Mayor's Proposed Budget would come to the Council on May 6th. Vice Chair Whitelock said Council Member Jacob had several times suggested zero-based budgeting, and said she thought the City should consider using zero-based budgeting.

Council Member Jacob returned at 6:12 pm.

3. ADMINISTRATIVE ITEMS

Council Office Director Alan Anderson asked the Council to select a member to serve on the Community Development Block Grant (CDBG) Committee. Council Member Shelton suggested the Committee Member should be a representative of Districts 1 or 2, because those were the areas in which redevelopment was needed. Vice Chair Whitelock said in her experience the discussions had more of a citywide focus, and suggested the representative should be someone who had not yet had the opportunity. Council Member Shelton expressed willingness to serve on the Committee. Council Members Whitelock, Jacob, and Bedore expressed support.

4. ADJOURN

Vice Chair Whitelock adjourned the meeting at 6:19 pm.

I certify that the foregoing minutes represent an accurate summary of what occurred at the meeting held on April 8, 2025. This document constitutes the official minutes for the West Jordan Committee of the Whole meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this ___ day of ___ 2025



MINUTES OF THE CITY OF WEST JORDAN
CITY COUNCIL MEETING
Tuesday, April 08, 2025 – 7:00 pm
Waiting Formal Approval
8000 S Redwood Road, 3rd Floor
West Jordan, UT 84088

1. CALL TO ORDER

COUNCIL: Chair Chad Lamb, Vice Chair Kayleen Whitelock, Bob Bedore, Kelvin Green, Zach Jacob, Kent Shelton

STAFF: Council Office Director Alan Anderson, Senior Assistant City Attorney Patrick Boice, Public Works Director Brian Clegg, Public Utilities Director Greg Davenport, Economic Development Director David Dobbins, Public Services Director Cory Fralick, Policy Analyst & Public Liaison Warren Hallmark, Community Development Director Scott Langford, City Administrator Korban Lee, Assistant City Attorney Duncan Murray, Council Office Clerk Cindy Quick, Deputy Police Chief Jeremy Robertson

ABSENT: Pamela Bloom

Chair Lamb called the meeting to order at 7:00 pm.

2. PLEDGE OF ALLEGIANCE

Alan Anderson led participants in the Pledge of Allegiance.

3. SPECIAL RECOGNITION

a. West Jordan Police Department Badge Pinning

West Jordan Deputy Chief Jeremy Robertson introduced newly hired Officers Osama Omad, Austin Campbell, Danny Fellingham, Spencer Herman, Ewon Monotonui, and Oscar Rodriguez, and supervised their badge pinning. The City Council took the opportunity for photos.

4. PUBLIC COMMENT

Chair Lamb opened the public comment period at 7:05 pm.

Comments:

Colleen Schow, West Jordan resident, said her family chose to build a home in West Jordan forty-one years ago because it was an affordable, new, well-maintained neighborhood. She said there were no rental properties in the neighborhood at that time. Ms. Schow encouraged the City Council to reevaluate policies in place for rental homes, Airbnb's, and sublets within apartments. She said some landlords were profiting commercially while not appropriately maintaining residential rental properties and commented that West Jordan was the "home of the good neighbor".

John Boyle said he would like to see non-compliance addressed with a substantial sting to effect change, including interest on unpaid fines. He commented that non-compliance negatively affected area resale values.

Noni Boyle, West Jordan resident, spoke of a residential rental property neighboring her property that was not maintained by the landlord or the renters. She asked the Council to make some kind of ordinance to keep neighborhoods beautiful, and said she did not want to have to sell her home. Ms. Boyle stated rental properties were businesses and said Code Enforcement would not let other businesses be negligent. She said she appreciated the commercial business adjacent to her property at the back for perfectly maintaining their landscaping. Ms. Boyle said she and the tenants had been unable to contact the landlord in times of emergency, and said she did not think the landlord should be allowed to not take care of his property.

Bart Robbins, West Jordan resident, said he lived in the same neighborhood as previous commenters. He spoke of a home in the neighborhood that was not maintained and was a complete eyesore.

Samuel Winkler provided an update on the 9000 South construction project, reporting the project would wrap up in July. He encouraged residents to support businesses in the construction area.

Joan Rond, West Jordan resident, said she agreed with a previous commenter that some landlords did a good job of taking care of rental properties, and some did not. She said the landlords who did not take care of their properties were difficult to get ahold of. Ms. Rond said she agreed with the suggestion that fines should be high enough to encourage a change.

Carl Rich, West Jordan resident, showed a photograph of the backyard next to his property that was filled with weeds. He said he would like Code Enforcement to be stronger for rental properties, and said it was getting bad in his neighborhood.

Ann Marie Barrett, Draper resident and Bingham Creek Library Manager, thanked residents of West Jordan for supporting a recent blood drive. She spoke of upcoming activities and events at the library.

Chair Lamb closed public comments at 7:24 pm.

Vice Chair Whitelock asked those attending with concerns about rental properties to raise their hands. A majority of the attendees raised their hands. Vice Chair Whitelock said she knew rental properties were of concern in several neighborhoods in West Jordan.

5. PUBLIC HEARINGS

- a. Resolution No. 25-012 requesting the City Council waive several fees totaling \$4,902 for a Jordan Education Foundation Event***

Council Office Director Alan Anderson spoke of grants approved by the Jordan Education Foundation, and said 2025 was the 9th year the planned event would be held in West Jordan.

Jordan Education Foundation Volunteer Board Member Jason Casto, accompanied by Kristina Leikam and Jenna Miller, shared details about the planned challenge obstacle course event, and said the Foundation had approved \$7.1 million in grant funds over the years. Mr. Casto said the service in lieu of fees option through the City had provided a fantastic connection between the Foundation and school clubs in the area.

Vice Chair Whitelock thanked the representatives for putting on the event, and said it had been fun to attend in previous years. Mr. Casto said 100% of the money raised went straight to classroom grants.

Chair Lamb opened a public hearing at 7:32 pm.

Comments:

None

Chair Lamb closed the public hearing at 7:33 pm.

MOTION: Vice Chair Whitelock moved to APPROVE Resolution No. 25-012, waiving several fees totaling \$4,902 for the Jordan Education Foundation Event.

Council Member Jacob seconded the motion.

The vote was recorded as follows:

YES: Zach Jacob, Chad Lamb, Bob Bedore, Kelvin Green, Kent Shelton, Kayleen Whitelock

NO:

ABSENT: Pamela Bloom

The motion Passed 6-0.

b. Resolution No. 25-014 requesting a fee waiver in the amount of \$1,010 for the American Foundation for Suicide Prevention Event

Council Office Director Alan Anderson explained the fee waiver request for an American Foundation for Suicide Prevention-Utah event. Sergio de Chazal, representing the American Foundation for Suicide Prevention-Utah, shared suicide statistics for Utah. Catina Struble, Executive Director of the American Foundation for Suicide Prevention-Utah, said the Out of the Darkness Walk was the Foundation's signature event, and the event in question would be the first Hispanic walk.

Responding to a question from Council Member Shelton, Ms. Struble and Mr. de Chazal explained how funds raised were used. Mr. de Chazal said information on classes offered by the Foundation was available on AFSP.org.

Chair Lamb opened a public hearing at 7:40 pm.

Comments:

None

Chair Lamb closed the public hearing at 7:40 pm.

MOTION: Council Member Green moved to APPROVE Resolution No. 25-014 approving a fee waiver in the amount of \$1,010 for the American Foundation for Suicide Prevention Event.

Vice Chair Whitelock seconded the motion.

The vote was recorded as follows:

YES: Zach Jacob, Chad Lamb, Bob Bedore, Kelvin Green, Kent Shelton, Kayleen Whitelock

NO:

ABSENT: Pamela Bloom

The motion Passed 6-0.

c. *Resolution No. 25-018 requesting the City Council waive \$2,500 for the security deposit of the rodeo arena for South Oquirrh Hills Western Riding Club*

Council Office Director Alan Anderson explained the request for security deposit waiver for the South Oquirrh Hills Western Riding Club to use the rodeo arena for practice sessions for twelve members in preparation for the upcoming parade season. The Club would pay to rent the arena, but requested waiver of the security deposit because much of the arena facilities would not be used for the practice sessions. Mr. Anderson said the security deposit would typically be returned to a renting entity following use.

Council Member Jacob said waiving a security deposit was very different from waiving a fee, and asked what the City's position would be if an incident occurred. Senior Assistant City Attorney Patrick Boice said the City would have to pursue legal remedies contractually under the rental agreement. He said the same would be necessary in any situation in which damages exceeded a security deposit.

Vice Chair Whitelock asked what the entity's \$1 million insurance policy would cover. Alena Liddle, President of South Oquirrh Hills Western Riding Club, introduced Cristy Spencer, Drill Director. Ms. Liddle said the policy would cover the rodeo grounds and any Club individuals or guests. Ms. Spencer said the charter was intended to be a civic organization.

Mr. Boice said the City would want to be listed as an insured on the policy, and said he had not yet reviewed the policy. He said at a quick glance the policy looked comparable to the format submitted by other groups for use of City facilities. Responding to a question from Council Member Shelton, Ms. Liddle said the policy did not have a deductible. She said the Club would probably hold fewer than 28 practices during the season.

Chair Lamb opened a public hearing at 7:55 pm.

Comments:

Will Spencer, West Jordan resident, said he loved the Western Stampede. He said it had become more and more difficult for equestrians to find space in the valley. He said the Club had very little money, and had done everything they could just to cover the fee to use the arena for the season.

Chair Lamb closed the public hearing at 7:57 pm.

Council Member Green said there were some situations for which the security deposit did not make sense, and suggested reviewing the Consolidated Fee Schedule. Ms. Spencer commented that the security deposit had been a barrier for the volunteer Salt Lake County Sheriff's Mounted Posse in the past.

Vice Chair Whitelock said she appreciated the Club's willingness to serve the City. She said she knew riding horses was helpful for individuals with autism.

**MOTION: Vice Chair Whitelock moved to APPROVE Resolution No. 25-018.
Council Member Shelton seconded the motion.**

The vote was recorded as follows:

**YES: Zach Jacob, Chad Lamb, Bob Bedore, Kelvin Green, Kent Shelton,
Kayleen Whitelock**

NO:

ABSENT: Pamela Bloom

The motion Passed 6-0.

d. Ordinance No. 25-14 amending West Jordan City Code Section 14-5-5 regarding Stub Streets

Council Office Director Alan Anderson provided background, and explained the Council had discussed amendments regarding stub streets at previous meetings. He said the Planning Commission reviewed the proposed amendments and forwarded a positive recommendation.

Chair Lamb opened a public hearing at 8:07 pm.

Comments:

None

Chair Lamb closed the public hearing at 8:07 pm.

Council Member Green thanked staff for working with the Council on the amendments, and said he believed they had come to a good result. Vice Chair Whitelock thanked Council Members Green and Shelton for their work on the amendments.

**MOTION: Council Member Green moved to APPROVE Ordinance No. 25-14
amending West Jordan City Code Section 14-5-5 regarding Stub
Streets.
Council Member Shelton seconded the motion.**

The vote was recorded as follows:

YES: Zach Jacob, Chad Lamb, Bob Bedore, Kelvin Green, Kent Shelton,
Kayleen Whitelock

NO:

ABSENT: Pamela Bloom

The motion Passed 6-0.

6. BUSINESS ITEMS

c. Resolution No. 25-009 approving amendments to Council Policies and Procedures

Chair Lamb said the Council discussed the proposed amendments to Council Policies and Procedures at multiple previous meetings. Vice Chair Whitelock said she would vote against the proposed amendments because she did not agree with limiting the public comment period to one hour. Chair Lamb said he agreed with putting the mechanism in place as a preventative measure.

MOTION: Council Member Green moved to APPROVE Resolution No. 25-009 approving amendments to Council Policies and Procedures.
Council Member Jacob seconded the motion.

The vote was recorded as follows:

YES: Zach Jacob, Chad Lamb, Bob Bedore, Kelvin Green

NO: Kent Shelton, Kayleen Whitelock

ABSENT: Pamela Bloom

The motion PASSED 4-2.

7. REPORTS TO COUNCIL

a. City Council Reports

Council Member Green spoke of a recent Applebee's grand opening. He reported on a recent meeting of the Association of Municipal Councils. Council Member Green encouraged residents with concerns about rental properties to look at proposed amendments to the Good Landlord Program and provide feedback to the Council.

Vice Chair Whitelock reported on the final Legislative Wrap-Up Meeting.

Council Member Jacob provided an update on a proposed Jordan Valley Water Conservancy District (JWCD) rate increase.

b. Council Office Report

Council Office Director Alan Anderson encouraged residents to contact the Council via email at councilcomments@westjordan.utah.gov or voicemail at 801-569-5052. He showed yellow comment cards available to the public during Council meetings, and thanked staff for time spent on the online meeting registration option.

c. Mayor's Report

None

d. City Administrator's Report

City Administrator Korban Lee provided an update on a water tank project. He spoke of the annual Fire Station Run on May 3, 2025, and reported collection of seasonal waste had begun for the 2025 season.

8. CONSENT ITEMS

a. Meeting Minutes

- **March 25, 2025 – Committee of the Whole Meeting**
- **March 25, 2025 – Regular City Council Meeting**

**MOTION: Council Member Jacob moved to APPROVE consent items as listed.
Chair Lamb seconded the motion.**

Vice Chair Whitelock asked if requested changes were made to meeting minutes. Staff responded that changes had been made.

The vote was recorded as follows:

**YES: Zach Jacob, Chad Lamb, Bob Bedore, Kelvin Green, Kent Shelton,
Kayleen Whitelock**

NO:

ABSENT: Pamela Bloom

The motion Passed 6-0.

9. CLOSED MEETING

MOTION: Chair Lamb moved to convene in a closed session for discussion regarding deployment of security personnel, devices, or systems as provided by Utah Code §52-4-205.

Vice Chair Whitelock seconded the motion.

The vote was recorded as follows:

YES: Zach Jacob, Chad Lamb, Bob Bedore, Kelvin Green, Kent Shelton, Kayleen Whitelock

NO:

ABSENT: Pamela Bloom

The motion Passed 6-0.

The closed meeting began at 8:36 pm. Those present included Council Members Bob Bedore, Kelvin Green, Zach Jacob, Chad Lamb, Kent Shelton, and Kayleen Whitelock, and staff members City Administrator Korban Lee, Senior Assistant City Attorney Patrick Boice, Policy Analyst & Public Liaison Warren Hallmark, Council Office Clerk Cindy Quick, Council Office Director Alan

Anderson, Deputy Chief Jeremy Robertson, Deputy Richard Chief Bell, and Detective Christopher Martinez.

City Council Members discussed deployment of security systems as follows:
Security System #1: 8:37 pm to 9:13 pm

Council Member Green moved to adjourn the closed session. Council Member Shelton seconded the motion, which passed by unanimous vote (6-0).

The closed meeting adjourned at 9:14 pm.

10. ADJOURN

Council Member Jacob moved to adjourn the Council meeting. Council Member Shelton seconded the motion, which passed by unanimous vote (6-0).

The meeting adjourned at 9:14 pm.

I hereby certify that the foregoing minutes represent an accurate summary of what occurred at the meeting held on April 8, 2025. This document constitutes the official minutes for the West Jordan City Council meeting.

Cindy M. Quick, MMC
Council Office Clerk

Approved this ____ day of ____ 2025