

# BRIGHTON TOWN COUNCIL MEETING AGENDA

Tuesday, May 13<sup>th</sup>, 2025, at 6:30 pm

**NOTICE** is hereby given that the Brighton Town Council will meet on Tuesday, May 13<sup>th</sup>, 2025, for its regular meeting at 6:30pm, in a hybrid format. In person at Fire Station 108, 7688 S Big Cottonwood Canyon Road, and electronically via Zoom.

## TO JOIN THE ZOOM MEETING

<https://us02web.zoom.us/j/82823985587>

Meeting ID: 828 2398 5587

Passcode: 785011

One tap mobile: (253) 215-8782

### 1. CALL TO ORDER AT 6:30 PM.

### 2. ANNOUNCEMENTS

#### a. Election Dates:

- **June 2-June 6** Municipal Candidate Declaration period
- **August 1** Last day to register to vote
- **August 12** Primary Election
- **November 4** Municipal General Election

3. **PUBLIC INPUT** You can email your comment to [townclerk@brighton.utah.gov](mailto:townclerk@brighton.utah.gov) ahead of time to be read during the public input section. You may also use the raise hand feature and wait to be called to speak at this time. All comments during the meeting shall be held until section 9.

4. **MINUTES** Approval of Town Council Minutes for April 8<sup>th</sup>, 2025, and the Visioning Meeting on April 14<sup>th</sup>, 2025. Pages 4-21.

5. **UPD** Anna Walker

6. **UFA** Dusty Dern. Page23-24.

### 7. SKI RESORTS

Solitude

Brighton

### 8. BUSINESS

- a. Presentation related to potential donation during budget process for a request of \$20,000 to Wasatch Transit Solutions (WATS) to support efforts to promote transit regionally along the Wasatch Front and Back. Presented by Ralph Becker. (Pages 25-28).
- b. OAM2024-001259 - Consideration and possible action on an Ordinance amending Titles 5 and 19 of the Brighton Code of Ordinances in order to: Clarify the definitions of "kitchen," "second kitchen," "dwelling unit," and "owner occupancy;" and to create reasonable regulations for the use of a portion of a home with an accessory dwelling unit or nonconforming apartment as a licensed short-term rental. Planner: Curtis Woodward. For discussion and possible action. (Pages 29-44).
- c. Approve a resolution adopting the Tentative Budget for the Town of Brighton, Utah for the Fiscal Year 2026 beginning July 1, 2025, and ending June 30, 2026, and set a time and place for a public hearing on

June 10, 2025, at 6:30 PM at Fire Station 108, 6788 S. Big Cottonwood Canyon Rd, and electronically via Zoom. Presented by Nate Rockwood. For discussion and adoption. (Pages 45-67).

- d. Re-appointment of planning commissioner, Ulrich Brunhart, with advice and consent from the council. For discussion and possible action.
- e. MSD alternate trustee appointment. For discussion and possible action. (Page 68).
- f. An ordinance to address minor changes to STR licenses including but not limited:
  - 1. Review criteria for STR cap calculations to include certificates of occupancy issued in the last year. For discussion and possible action.
  - 2. Excluding Solitude Village from water requirements on initial applications for short-term rentals. For discussion and possible action.
  - 3. Consideration for Unifying the Requirement for Property Owners to hold both Long-Term License, and Short-Term License. For discussion and possible action. (Public Comment, Page 22)
- f. Explore possibilities of the town reimbursing the plow fee for homes on town roads. For discussion.

**9. PUBLIC INPUT** Please use the raise hand feature and wait to be called to speak at this time.

#### **10. REPORTS**

- a. Mayor's Report
- b. Council Members' Reports
- c. Emergency Management Report
- d. BCCA Report

#### **11. PROPOSALS FOR FUTURE AGENDA ITEMS**

- a. June: Engineering Standard Drawings and Specifications
- b. June: Proposed Fiscal Year 2026 Brighton Fee Schedule. For discussion and possible action
- c. June: Public Hearing and Adoption of Final Budget for FY 2026.
- d. Gathering Permit Ordinance. Presented by Daniel Torres.
- e. Arcadis presentation on Brighton Neighborhood Nodes Study.
- f. OAM2025-001354 amending Chapter 15.16 "Additional Technical Building Code", of Title 15 "Building and Construction", to include section 15.16.040, "Public Sanitary Sewer". For discussion and possible action.
- g. Legislative amendments for speed limit designations and town road speed limits.

#### **12. CLOSED SESSION**

- a. Discussion of pending or reasonably imminent litigation, personnel matters, and/or sale or acquisition of real property pursuant to Utah Code §52-4-205.

#### **13. ADJOURN**

## **TOWN OF BRIGHTON – RULES OF CONDUCT AT PUBLIC MEETINGS**

#### **IN PERSON:**

- 1. Speakers will be called to the podium by the Mayor or Mayor Pro Temp.
- 2. Each speaker, before talking, shall give his or her name and address.

3. All comments should be directed to the Council, not to the staff or to members of the audience. There should be no back and forth dialogue between the speaker and Council. If a question arises, the Mayor/Council can request staff to answer it and report back.
4. For items where there are several people wishing to speak, the Mayor may impose a time limit, usually 3 minutes per person, or 5 minutes for a group spokesperson. If a time limit is imposed on any member or spokesperson of the public, then the same time limit is imposed on other members or spokespersons of the public, respectively.
5. Unless otherwise allowed by the Mayor, no questions shall be asked by the speaker.
6. Only one speaker is permitted before the Council at a time.
7. The discussion must be confined to essential points about the agenda item.
8. The Mayor may cease any presentation or information that has already been presented and acknowledge that it has been noted in the public record.
9. No derogatory or personal attacks shall be permitted, and such action shall be sufficient cause for stopping the speaker from proceeding.
10. No applause or public outbursts shall be permitted.
11. The Mayor or supporting agency staff may request police support to remove offending individuals who refuse to abide by these rules.
12. After the public comment portion of a meeting or hearing has concluded, the discussion will be limited to the Council and Staff.

#### ON ZOOM

1. All attendees must give their actual name. No spoof names will be permitted and that person will be removed from the meeting.
2. Attendees shall be muted unless called on to speak.
3. Be respectful and polite and respect the opinions of others. Any disrespectful, personal attacks, disruptive speech or behavior, shocking imagery or profanity will be cause the attendee to be removed from the video conference immediately.
4. All conduct for in person listed above apply to online attendees.
5. These rules apply to comments if the comment/chat function is enabled.

## BRIGHTON TOWN COUNCIL MEETING MINUTES

Tuesday, April 8<sup>th</sup>, 2025, at 6:30 pm

### ATTENDANCE

Dan Knopp (Mayor and meeting chair)

Council Members: Keith Zuspan, Lise Brunhart, Jeff Bossard, Carolyn Keigley

Staff: Polly McLean, Cameron Platt, Nate Rockwood, Jane Martain, Kara John

Partners: UPD- Justin Hoyle, UFA- Troy Prows, Mike Doyle, BCCA- Barbara Cameron, MSD- Tolin Hessel, Curtis Woodward, Solitude- Nick Sieckowski, Brighton Resort-

Public: Chad Smith, Don Despain, Ulrich Brunhart, Gwen Gushee, Morgan Sigafos, Wendy Smith, Kim's iPhone, Jennifer Brinton, Nichola's iPhone, Sydnie Walker, W., Kurt Slaughter, Jan Slaughter, Sarah Langridge, Tom Ward, Brent Ludlow, Daniel Schleuber

### ANNOUNCEMENTS

a. **Visioning Meeting** April 14<sup>th</sup>, 2025, from 11am-4pm.

b. **Election Dates:**

- **May 1** notice of municipal offices to be voted on in the municipal general election.
- **June 2-June 6** Municipal Candidate Declaration period
- **August 1** Last day to register to vote
- **August 12** Primary Election
- **November 4** Municipal General Election

### PUBLIC INPUT. RECORDING 1:01.

- 1) **Ulrich Brunhart** commented on item 8d, amending the code to require water and sewer company approval of the floor plan. He thanked Polly, Curtis, and the staff who worked on this in time for tonight. As a planning commission member, he and Tom Ward advocated for this code addition. It will strengthen the ability of the water companies to control development in their respective service areas. The objective is to prevent over subscription to water shares and prevent water shortages in the not-so-distant future. It will also help the Sewer District in their mission to provide reliable sanitary service to the canyon. Please vote yes on this amendment.
- 2) **Chad Smith** thanked the town council for the focus group last night. Although he was unable to attend, he loves that we are proactively looking for goals to set for the next three to five years. He loves that they solicit input from the community. He doesn't want feedback limited to the few people that were able to be there in person or speak up in a timely way. He'd still like to write something to submit. He commented on the agenda item for short term rental rules. He's a strong proponent of being precise and disallowing a few things but not trying to specifically enumerate all the things that are allowed. We'll never think of all the property rights and ways that people use their



property that the town has no interest in restricting. He worries that when we try to say this is what is allowed that we end up restricting rights unintentionally. For example, someone should never be able to have two short-term rentals in the same house at the same time. When we became a town, we were all hoping for less onerous rules and having the town be very precise in restricting the things that need to be restricted and not getting into people's business when it isn't needed.

**MINUTES. RECORDING: 5:32.**

Lise Brunhart moved to approve the minutes for the Town Council Meeting on March 11<sup>th</sup>, 2025, and Jeff Bossard seconded the motion. The minutes were approved unanimously. Jeff Bossard moved to approve the STR Subcommittee Minutes for March 18<sup>th</sup>, 2025, Carolyn Keigley seconded the motion. The minutes were approved unanimously.

**UPD- Dispatch 801-840-4000. RECORDING: 6:40.**

Chief Hoyal reported on traffic stats for March. There were 181 calls. The top five categories were traffic, health and safety, larceny or thefts, public peace, and trespassing. In the valley, we're seeing a rise in copper thefts because the value of it is going up. He encouraged residents to call UPD for a property check if they're away from their property for a while with valuables that somebody could access. Regarding the precinct, they transferred Officer Tom Stavansa out because he wanted to work in the valley, and brought up Officer David Wilson. He started his first shift yesterday. He was a part of the canyon patrol previously and then worked in Emigration Canyon. It's exciting to have him, and he'll be a great asset to the community. On May 10<sup>th</sup>, there is the Vigor half marathon. It's first thing in the morning, and the canyon will be closed for about 15 minutes while everybody gets started on the run, but then we'll start shuttling cars one lane up and down the canyon while the race is happening.

**UFA. RECORDING 9:30.**

Troy Prows attended on behalf of Dusty Dern. He's been a captain in Brighton for about 6 years. He didn't have anything specific to report on, but he's available to report back to Chief Dern on anything needed after the meeting.

**SKI RESORTS**

**Solitude. RECORDING 10:27.**

Nick Sieckowski, director of lodging, filled in for Amber. He provided an update: Solitude is open for normal spring hours, which are 9am-4pm, Monday through Thursday, 9am-5pm, Friday through Sunday, and that's going to take place through Easter on April 20<sup>th</sup>. At that point, it will switch from 9am till 3pm through May 11<sup>th</sup>. Then, they're looking to open for two extra weekends after that, with limited lifts, Apex and Link. They'll close the winter season on May 26<sup>th</sup> and then reopen for summer season on June 12<sup>th</sup>. This spring, there is a Beach Bash, which is a concert every Saturday in April at Last Chance. The employee pond skim is on the 11<sup>th</sup>, and the actual pond skim is on the 12<sup>th</sup>. The Easter Bunny will show up on Easter. There is a mogul competition the weekend after that, and then a closing day party on May 11<sup>th</sup>, when daily operations end. Restaurants will mostly close after May 5<sup>th</sup> which is when the hotel closes. Stone Haus will be open for pizza 365 days a year and from 8am till 4pm in the shoulder season.

**Brighton. RECORDING 14:38.**

Kim Doyle reported they've closed normal operations for night skiing, but they're offering night skiing Friday and Saturday this coming weekend only. Normal operating hours will be 9am-4pm, and 9am-5pm on Sundays. There will be an Easter egg hunt at 8:30am on Easter morning. There will be breakfast at the Alpine Rose, \$12 for pancakes, bacon, and sausage, and drinks available additionally.

**BUSINESS**

**a. UFA budget. Presented by Chief Burchette.**

This item was added to the agenda by mistake.

**b. Engineering Standard Drawings and Specifications. Presented by Tamaran Woodland, MSD. For discussion. Pages 32-66. RECORDING 15:53.**

Tolin Hessel presented in place of Tamaran Woodland. It was explained that the Engineering Standards need to be presented to the Planning Commission before council approval. The PC will hear this in May, and the council may approve this in June.

Dan noted we don't need to include standards for curb, gutter, sidewalks, and streetlights since those don't exist in Brighton. There have been discussions about how to handle storm water retention basins. When people apply for building permits, they must get a variance to exclude those standards.

Tolin explained these were previously adopted by the county, but now that the engineering department is a part of the MSD, it's possible for each jurisdiction to adopt specific standards. This applies to public infrastructure and development projects. The MSD recommends adopting the industry standards. Exclusions will be made, but they were not reflected in this draft. Another exception could be made for small excavation projects such as road repairs or access needed to utilities. In these cases, a T-patch is used, and exceptions could be made for sections under 300 feet. Dan noted that most roads are private, so this will only apply to a few roads in town.

**c. OAM2025-001352 - Amendment to the Town of Brighton Land Use Ordinance, Chapter 19.46.070 General Site Standards, to include a standard on accumulation of junk on private property. For discussion and possible action. Pages 67-75. RECORDING 23:52.**

Curtis Woodward explained this section was deleted instead of moved when the Title 19 code was amended and reorganized. It will now be in the Site Standards section. The provisions are the same. The number of items to qualify it as a junkyard was removed in the drafting of the ordinance. The Planning Commission recommended adoption of the ordinance.

Lise Brunhart moved to approve Ordinance 2025-O-4-1 and Keith Zuspan seconded the motion. The motion passed unanimously.

Lise Brunhart: Aye

Keith Zuspan: Aye

Dan Knopp: Aye

Carolyn Keigley: Aye

Jeff Bossard: Aye

**d. An Ordinance Amending Sections 5.02.030, 5.19.030 And Chapter 15.04 To Require Water Company Approval of Floor Plans for All Business Licenses and Building Permits. For discussion and possible action. Pages 76-80. RECORDING 27:39.**

Curtis Woodward explained the Planning Commission has been working to update the IADU/STR codes. The amendments include water company approval on floor plans for all building permits on new construction, additions, long-term and short-term rentals, and business license applications. They've been working with Trent Sorensen, the Planning Director, through these changes because the state code is very specific about what constitutes a complete application as well as what a jurisdiction is allowed to do during a plan check review. There was a question whether the sewer district should also be providing approval. There are times when a building gets approved but then the owners learn where the connection is, and it may require an easement from a neighbor or installing a pump station. If the sewer company could be included in the plan review it would improve the planning process for the owner and simplify the building process.

Dan Knopp had concerns about the water companies reviewing plans since they aren't trained that way. He also doesn't want the process to become more onerous than it already is, and he doesn't want the water companies to require changes. It was confirmed the water companies will not be marking up plans. The intent is for the water companies to determine capacity before plans are approved. The water companies will be included in the initial application, so they are aware of what is coming, and to confirm that the property has water. They will also be included in the final approval since plans often change throughout the process. There are 16 water companies, and this way, it is up to the individual water company to provide a letter to the shareholder based on the unique threshold their system can handle. If needed, they will have the authority to limit the allowable buildings of their shareholders.

Carolyn Keigley moved to approve Ordinance 2025-O-4-2 Amending Sections 5.02.030, 5.19.030 And Chapter 15.04 To Require Water Company Approval of Floor Plans for All Business Licenses and Building Permits with amendments as described by Polly McLean to require a copy of the proposed floor plan that have been approved by the Sewer District, verifying access to the sewer. Jeff Bossard seconded the motion. The motion passed unanimously.

Carolyn Keigley: Aye

Jeff Bossard: Aye

Dan Knopp: Aye

Lise Brunhart: Aye

Keith Zuspan: Aye

**e. An Ordinance granting an electric utility franchise and general utility easement to Rocky Mountain Power. For discussion and possible action. Pages 81-87. RECORDING 44:16.**

Dan Knopp introduced Brad Knolls, and explained RMP are the only providers, and they've been great partners. They've invested a lot of money in our community over the last few years with

the project to bury the powerlines the entire way up the canyon. It's a fire safety effort to remove overhead lines, and they were willing to extend the burial to the secondary lines in the neighborhoods. Brad Knolls was grateful for the pleasure and honor to serve this community. Wildfire mitigation for the safety of the community is their number one priority. They wouldn't have had funds to do this 10 years ago, but he is glad to see them go underground in a beautiful area such as this. Discussions for a franchise agreement began 6 years ago. It was written for a 20-year term and there is enough capacity for growth for the amount left in the canyon including the potential changeover of high-speed chair lifts that the resorts may do in the future.

Keith Zuspan moved to authorize the mayor to sign the franchise agreement with Rocky Mountain Power. Lise Brunhart seconded the motion. The motion passed unanimously.

Keith Zuspan: Aye  
Lise Brunhart: Aye  
Dan Knopp: Aye  
Carolyn Keigley: Aye  
Jeff Bossard: Aye

**f. Resolution Finding Hazardous Environmental Conditions and Restriction of Fireworks Within All Portions of the Town of Brighton. For discussion and possible action. Pages 88-90. RECORDING 51:50.**

Cameron Platt explained this is an annual requirement that the legislature has for municipalities to restrict fireworks. It's the same resolution as last year. However, the legislature changed the terms on how they refer to fireworks, but that doesn't go in effect until May 7<sup>th</sup>. This will cover us for this year. Essentially, if the council finds that there are hazardous environmental conditions, meaning that there's a fire risk within two of the previous five years, we can restrict fireworks over the 4<sup>th</sup> of July and 24<sup>th</sup> of July. The other days that we can restrict are New Year's and Chinese New Year. Generally, fire risk is low in Brighton at that time of year, so we just refer to July 4<sup>th</sup>, and July 24<sup>th</sup>. This must be provided to the county by May 1<sup>st</sup>.

Jeff Bossard moved to approve Resolution 2025-R-4-1, Finding Hazardous Environmental Conditions and Restriction of Fireworks Within All Portions of the Town of Brighton, and Lise Brunhart seconded the motion. The motion passed unanimously.

Jeff Bossard: Aye  
Carolyn Keigley: Aye  
Lise Brunhart: Aye  
Dan Knopp: Aye  
Keith Zuspan: Aye

**g. Legislative Update. Presented by Cameron Platt. For discussion. RECORDING 53:49.**

Cameron Platt provided a spreadsheet of legislative changes in the packet. There were 962 bills drafted this year, and 582 passed. He highlighted some to review with the council.

- HB 20 amends the tax property code section to give some relief for property tax for people to defer or delay their taxes. It also gives an exemption for property tax for certain members of the armed forces.
- HB 48 requires that we pass the wildland urban interface within two years, and that we amend that when the state amends that. If we don't follow the guidelines under this one the state may not pay the shared costs that we have in the agreement with the state.
- HB 59 changed the terms and definitions referring to the types of fireworks.
- HB 64 requires that the council pass an ordinance designating levels of insurance coverage for crime coverage for elected and appointed officials. It's my understanding that we already have that level of coverage through the town's insurance, and so we just need an ordinance that sets that.
- HB 69 restricts government access to some voter information, such as whether a voter returns a ballot with postage.
- The flag display amendments are generally directed at schools, but also governments. It includes a list of approved flags, which are generally the US flag, state flags, college flags.
- HB 81 prohibits adding fluoride to any public water system, but they did allow pharmacists to prescribe fluoride without a doctor's prescription.
- The municipal election amendments prohibit us from passing an ordinance for dismissing a town manager or making it more difficult to appoint a town manager between municipal elections. The concern was that when a council member is not elected, they don't want the existing council members before the end of their term to be able to change who the town manager is until the newly elected council member comes in. It's not an issue for us, but it could be if the council chose to take that route.
- Traction control devices. HB, 196 allows UDOT to require additional traction control measures for predicted or existing weather conditions
- HB 198 deals with billboards: where they can be relocated, under what conditions. If they're not allowed or if the municipality refuses to allow them to be relocated, it requires compensation under a certain market valuation.
- HB 274, setting water rates. It requires municipalities with a public water system to take conservation into consideration when they are setting water rates. The intent here was that if you have a tiered water usage rate, you want the higher rates to be correspondingly more expensive to encourage conservation.
- The zoning amendments relate to STRs. A municipality can contact a listing entity and ask them to require a business license if the town requires a business license for short-term rentals.
- HB 285, public water systems must adopt the capital asset management plan.
- SB 95 requires a quorum of council members to be present at a public hearing for truth in taxation. Previously, we had to hold a hearing. We didn't necessarily have to have a quorum.
- SB 154 has to do with Legislative Audit and whether the request for information from the municipality is privileged.

- SB 165 requires voter approval for a revenue bond that funds municipal broadband infrastructure.
- SB 179, regulation of business, requires us to pass an ordinance indicating what we will use to evaluate a new unlisted business and what the time frame is for when we approve or deny that use.
- SB 215 emergency medical services. This grants municipalities the authority to ensure a minimum level of ambulance service and requires that the minimum level of service is met.
- SB 220, construction site storm water runoff controls. This applies to the Department of Environmental Quality, but it expands their ability to issue fines and update those fines. It clarifies when they can issue a stop work order and gives application timelines.
- SB, 277, Government Records Access Management Act. Before this statute, there was a records committee, and it was comprised of government officials, members of the media, private, members of the public. They heard appeals when a records request was denied by a government agency. The problem with that committee is that it was sometimes not staffed. They couldn't meet frequently, and they developed a very large backlog. This change established a government records office and a director of that office who will hear the appeal. It required that that director be a lawyer and that they have experience in government records, access requests and denials. That director will hear appeals. The intent is to reduce the backlog and become streamlined.
- SB 280 outlines when a municipality can offer retail facility incentives.
- SB 340 is a protective person amendment. This allows people to make security improvements to their home without submitting or gaining approval of the plan. It does require that the Department of Public Safety Director approve the security proposal, and they do still have to comply with building codes, fire codes, etc.

**h. STR Subcommittee Updates and STR Topics. Presented by Cameron Platt.**

Cameron Platt explained that the STR subcommittee recommended changing the language so that the caps will be recalculated as of May 1 of each year, depending on how many residential properties are built to completion.

The subcommittee recommended the Solitude Village should not be included in the water requirements on initial application.

The third recommendation is that the MSD issue a conditional license if the application is complete except for the inspection from SLCPU. We don't have a conditional license process in our code.

The final issue is whether a property owner can have a short-term rental license and a long-term rental license at the same time. Some owners expressed interest in renting out their home long-term in one season and short-term in another season of the same year.

The mayor and council agreed to bring these issues to the agenda for action next month.

**i. Appoint a hiring committee. For discussion and possible action. RECORDING 1:19:51.**

It was noted we've received a few applications for the position of Community Engagement Coordinator. Jeff Bossard moved to appoint Lise Brunhart, Carolyn Keigley and Barbara Cameron as the hiring committee. Keith Zuspan seconded the motion. The motion passed unanimously.

## **PUBLIC INPUT**

- 1) Wendy Smith commented on the STR/ IADU code amendments in progress. She thanked Polly and Curtis for their work on this because it seems to be moving in the right direction. Her concern is that the language didn't have a provision for a home with an IADU to be able to rent their entire property. A second kitchen automatically designates an IADU, and people must determine which unit to rent out short-term.

## **REPORTS**

### **Mayor's Report**

Dan Knopp reported there is a new nonprofit group working for a global approach to public transportation. Members include Ralph Becker, former SLC mayor, and Mike Allegra, former head of UTA. Dan recommended they come to a council meeting to present next month. Dan attended the Wasatch Front Regional Council meeting for the informational Wasatch Choice presentation. We need another presentation from UDOT on the development of the BCC EIS. They are engaging the ski areas, and the Forest Service is on board. There would be a transit hub at Solitude Entry 1 and the maintenance shop at Brighton. The Willow Heights trailhead is expected to move so it's across from Solitude Entry 1 so visitors can use bathrooms. The town has become a funding source for other entities, which Dan is in support of for prioritized projects. We will help the Forest Service repair the roof on the restrooms at Silver Lake and rebuild the parking lots at Spruces since they aren't strong enough for plows to drive over them.

### **Council Members' Reports**

**Keith Zuspan** reported we received revenue from resort community tax and STR tax which was \$307,648 for January's distribution. The balance from Interstate was \$8,981. Zion's bank account has \$14,205. At the end of March, the PTIF account was \$5.92M. We earned \$20,525 in interest in March, which equated to approximately 4.5% annualized return.

The MSD relocated. Their new phone numbers are on MSD.utah.gov. The new address is 860 Le Voy Avenue, Taylorsville. At the last MSD meeting, there was a presentation on cellphone data from Placer.AI. They don't give out personal information, but they track cell phone travel patterns. We can subscribe to the platform for information on where people come from to get into the canyon, how long they stay and where they stop. They also provide geofencing which could be used for emergency communications for everyone in the canyon.

WFWRD will return the bins to the Cardiff area when the weather permits. They are reprinting signs for the exterior and hoping to make the "recycle" signs larger. UPD was instructed to keep an eye out for people hauling large truck loads of waste up the canyon to dump in our residential dumpsters.

**Lise Brunhart** reported she attends the newsletter meeting with Barbara, Jane and Kara. She attended the UPD PIO meeting. They help us with social media promos that we can put on our social media outlets. She attends the BCCA meeting. She attended the STR subcommittee meeting and noted that complaints need to be reported to Granicus or the town to be tracked. 2 violations in 6 months can result in license suspension. She attended the Association of Municipal Councils, attended by GayLynn Bennion, Carolyn Moss, and presenter, Will Summercorn, a planning officer. He talked about land use bills that went through the legislature; 40 were introduced, and 25 bills passed. Pertaining to us, Senate Bill 195, transportation and traffic circulation, which gives UDOT oversight of local transportation planning. HB 355, gravel pit regulation, is a problem of air, noise and safety versus cheaper road building materials. HB 256 STR enforcement, we can now use advertisements as evidence of rental activity.

**Carolyn Keigley** presented a slide show demonstrating the differences between our two service districts, SLVLESA and UFSA. These acronyms are on our property tax notices. There are 12 entities that are UFSA members and 4 entities that have UFA services but are not part of the service district. Among the members are cities with large populations like Mill Creek and Midvale, mixed with very small cities and towns. The chart reflected entities that are part of SLVLESA and UFSA. SLVLESA has 7 members, opposed to UFSA 12, which notes the difference in economy of scale. The mill rate is the same in all districts despite population size. The unincorporated area has a huge population. The money brought into a district is distributed by need, but the needs don't always equate to what is being paid. Overall, the two districts can't be compared because they are so different in the membership population and where the taxes are being collected

**Jeff Bossard** reported the mosquito abatement meeting will be next week. He encouraged anyone with STR questions to read the meeting minutes to understand what was discussed. He attended the Focus Group last night and thanked the 40 people who attended and gave input. The Neighborhood Nodes group will present their findings at the visioning meeting next week.

### **Emergency Management Report**

Nothing to report

### **BCCA Report**

Barbara Cameron thanked Brad Knolls with Rocky Mountain Power for donating \$1,000 to the Brighton Institute. It will go towards Brighton Days and the Wildflower Festival.

Some upcoming events are:

April 17, is a bike tune up and repair event at the fire station, sponsored by the Brighton Institute.

April 29, the Brighton Institute is sponsoring the art and essence of Chi Gong, which is a kind of Tai Chi exercise.

July 12 and 13<sup>th</sup> Brighton Days

July 28 chipper days. The chipper crew will be working for about two weeks in the community.

September 13, Revel marathon



**PROPOSALS FOR FUTURE AGENDA ITEMS**

- a. Proposed Fiscal Year 2026 Brighton Fee Schedule. For discussion and possible action.
- b. Explore possibilities of the town reimbursing the plow fee for homes on town roads.
- c. OAM2025-001354 amending Chapter 15.16 "Additional Technical Building Code", of Title 15 "Building and Construction", to include section 15.16.040, "Public Sanitary Sewer". For discussion and possible action.
- d. Special Events- possibly setting a limit on for profit events that require a road closure.
- e. Tentative Budget.
- f. Legislative amendments for speed limit designations and town road speed limits.

**CLOSED SESSION**

- a. Discussion of pending or reasonably imminent litigation, personnel matters, and/or sale or acquisition of real property pursuant to Utah Code §52-4-205.

None.

**ADJOURN**

Keith Zuspan moved to adjourn the meeting and Jeff Bossard seconded the motion. The meeting was adjourned unanimously.

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Submitted by Kara John, Town Clerk

# Town of Brighton

## 2025 Strategic Planning Session Meeting Minutes

**Location:** Event Room - Silver Fork Lodge

**Date & Time:** Monday, April 14<sup>th</sup>, 2025, 11:00AM – 4:00PM

**ATTENDANCE:** Mackey Smith (facilitator), Dan Knopp, Keith Zuspan, Carolyn Keigley, Jeff Bossard, Lise Brunhart, Polly McLean, Nate Rockwood, Kara John, Barbara Cameron, Wendy Smith, Brian Reynolds

### Key Meeting Objectives:

- 1) Discuss long-range goals and needs of the Town

Prioritize community input, improve communication with residents and visitors, community engagement, thoughtful future development, maintain natural aesthetics, and continue partnerships with other agencies. Specific initiatives discussed were enhancing trail connectivity, public transportation efficiency, and potential civic center locations. The meeting also highlighted the importance of stakeholder relationships, fire prevention, and preserving the town's rustic environment.

- 2) Identify strategic initiatives for the Town over the next five years

Preserve the community and environment through land acquisitions and partnerships. Identify potential locations for a community gathering place. Contingency plans for service districts. Explore communication channels. Advocate for additional bathrooms. Prioritize adopting a highway, adopting a trail, evaluate strategies to preserve view sheds, traffic calming, staffing plan. Eliminate roadside parking, improve transportation. Resident shuttles. Potential geofencing tools.

- 3) Continue to build trust, cohesion, and alignment as a team

Community connectivity, transparency, educate the community on the emergency response plan.

### Discussion:

**Setting Expectations.** Today's meeting identified overarching missions, strategic imperatives, action items, and metrics for success. The importance of community involvement and feedback was emphasized in the strategic planning process. The meeting will not result in a fully adopted strategic plan but will provide a draft for feedback and refinement.

### Review Community Input.

Over the last year, the Brighton Neighborhood Nodes study drafted a trail system as a major focus, aiming to connect four nodes with a multi-purpose trail. The trail would parallel Big Cottonwood Road to connect the communities of Cardiff, Pine Tree and Silver Fork, Solitude, and the Brighton Loop. Community feedback shows concerns about the trail coming into the

neighborhoods and past private residences, especially in Silver Fork. There was a concept depicting a dedicated transit lane around the Loop. With UDOT's support, there could be a reversible lane for public transportation during peak hours. The plan must align with transportation and environmental studies. The nodes survey showed mixed results about a civic center. The most feasible location is at Brighton Loop. The goal for the Nodes study is to have a draft ready by the end of the month, and the final report by the end of May.

Council interviews prioritized many of the same goals as the community. Also mentioned were to lower taxes, maintain service levels, and plan for density and growth, create a connected community, preservation, recreation economy, public safety, and financial stability.

### **Strategic Intent and Visioning.**

The overall mission is to preserve the rustic quality of life by making needed investments in the community. Maintain what we have, preserve our community and environment and help to manage our recreation economy. Emphasize the importance of communication and transparency, creative connectivity, and maintain public safety services. Preserve our community and environment through land acquisitions, both for open space and strategic assets. Also, continue partnerships.

### **Strategic Imperatives.**

Communication and partnerships.

### **What Does Success Look Like?**

Continuing the things we've established: collaborating with CCF on restrooms, fuels mitigation projects, coordinating utilities, advocating for funding, noise management, traffic calming, set a staffing plan, continued compliance for STRs, carry out the neighborhood nodes plan, collaborate with UDOT on transportation plans, resident shuttles, engage the ski resorts as partners.

### **Wrap Up & Next Steps**

Mackey noted the amount of time it takes in the beginning to make changes, but once there is momentum, changes happen exponentially. Mackey will follow up with a plan outline for review.

### **Adjourn**

### **PUBLIC INPUT RECEIVED IN ADVANCE:**

#### **1) Chad Smith**

Dear Mayor and Council,

I love that you're holding a visioning meeting. So much is changing in our town, it's very important

to step back, collect feedback, and set goals for the future! Thanks especially for encouraging community involvement in general, and specifically for hosting Monday's Public Focus Group to gather input. Our family was out of town during the in-person input collection, but I see that those unable to attend can also send in feedback, which we really appreciate.

As you have seen over the last few years, I've got plenty of specific ideas for our town, but I will try to keep this list high level and easy to reference for the purposes of your visioning meeting. I'm speaking for myself here, though I know many other community members who feel similarly. Following are my hopes and concerns, which I hope will be helpful as you continue your important work to make our town the best it can be!

Also, I hope that one goal coming out of this meeting will also be flexibility, and continued transparency and involvement of the community. Thanks!

### **Connectivity and traffic**

I realize this is not entirely within Brighton's control. Organizations like UDOT and UTA can't always respond quickly, or in the ways we would prefer. That said, both the livability and safety of our town are declining significantly due to excessive traffic, despite the resorts requiring parking reservations. Please lean heavily and continually on our various partners—the resorts, county, UDOT, etc—to address these unsustainable problems, particularly with traffic on Big Cottonwood Canyon Road. This is a multifactorial issue, and subsequently it requires an arsenal of partial solutions. Not only increased bussing, canyon tolling, etc (as contemplated in the BCC EIS), but also solutions currently being contemplated by both UDOT and the Brighton Nodes study, including the potential addition of a third lane between Solitude and Brighton resorts and around the Brighton Loop (hopefully a directional lane specifically for busses, emergency vehicles, and local traffic). Again, I know this problem is not entirely within our town's purview to solve, but we do have influence, and the need is urgent, especially considering that big solutions will take a long time to implement. Our town should launch a concerted advocacy effort here.

Additionally, we should prioritize and implement the Brighton Nodes plan, which calls for foot/bike paths that will connect our town from Brighton Resort all the way to Cardiff.

Please, let's be creative in finding multi-pronged solutions to connect our town and to avoid unsafe and unlivable traffic gridlock!

### **Community gathering options**

Other than the fire station, our community is occasionally provided gathering space at the church, Silverfork Lodge, and Brighton Resort (Rose or Chalet). As the canyon gets more crowded and the opportunity costs rise for private businesses when they graciously provide space for public events, we will need our own gathering spaces. If we don't plan for this immediately, we will miss our window.

Personally, I really like the ideas designed by the Brighton Nodes group, including both indoor and outdoor community spaces where the Store parking lot currently is. (With this being private property, clearly there are some things that would need to be worked out.) But whether it is there or elsewhere, it really is vital to move on this now, or forever hold our peace. Let's add the facilities that will help us maintain a well-connected community here in our town!

### **Balance in our regulations**

We all want the town to promote a sustainable, livable community here in Brighton. And yet none of us wants to create a bureaucratic nightmare of onerous code that negatively impacts property owners while requiring heavy-handed enforcement from the town. When Brighton became a town, most residents expected a shift toward less onerous government involvement in their lives. Most of us want only minimal ordinances, those specifically necessary to live here sustainably and enjoyably. We don't want restrictions that don't directly achieve these goals, particularly when they come at a significant cost to our time, money and stress.

Many times, particularly when adopting burdensome and controversial code, we have heard that these issues can be revisited and updated later. I truly hope this is the case, and this is provided for during the next 3-5 years. And for all new regulations, I hope we can set a goal to clearly and simply define what is *not* allowed and to make our code precise enough to prohibit *only* that. (I would hope we discontinue adopting overly-broad or indirectly-related restrictions to property rights, hoping for potential and indirect improvements while imposing real and immediate burdens on so many owners who already care deeply about our town and who are trying to do the right thing.)

Please let's not justify over-reaching regulations because they are technically legal or likely defensible in court. Let's justify them because they are clearly needed and would not impose burdens beyond what is required to achieve their clear and direct goal.

### **Areas of differing character**

Speaking of revisiting and updating controversial or overly-broad code, please let's take the time to address and treat different areas differently, as called for in our General Plan. I totally get how we've had to customize and adopt county code in a way that is specific for Brighton, and how it has been a case of shutting the barn door before more horses get out. We've had to act quickly and paint with an overly broad brush in some cases. Over the next 3 to 5 years, I would hope that we can take the time to be more nuanced in some of our current solutions. The issue of house size comes to mind here. As we have recognized with STRs, different areas within our town should have differing restrictions. I think this should also be the case with building size. (While 5000 sq' including a garage is much too large in many areas of our town, I hate to see garage space included in this restriction in other areas. This passed by an extremely close, controversial vote for a reason.) Let's remember that property rights, STRs, etc are not just legally-required evils that we hope to restrict as much as possible. We should truly value these kinds of things, and strive to restrict them in some ways, but also promote them in some ways. Let's envision the positive: what we want to foster, as well as what we want to avoid.

### **Improvement in our process**

There have been requests and subsequent effort regarding the timely publication of agendas and meeting packets. While the law may only require brief item descriptions on an agenda to be published 24 hours before a meeting, and important supporting documents can be dropped later (sometimes even during the meeting and after public comment has been closed), we should do better than what is minimally required by law. With the intent and your desire being to have enough time to read, consider, research and solicit community input, *please* require staff to have agendas and packets published a full week in advance of meetings. If we can't get this, particularly on important or potentially controversial decisions, it is probably best to delay the discussion as well as action to the next month's meeting. Staff typically works on town requests for a month

between meetings. Instituting a straw deadline of one week earlier should not be onerous, and it would make a world of difference!

This extra time would also result in less reliance on our attorney for policy recommendations. We should use her as counsel regarding the legality of how we might achieve the Town Council's stated directions, and not for presenting de facto policy decisions into a vacuum created by too little time to explore other options and a rush to adopt something. This is a touchy subject, and I don't intend it personally, but many in our town feel it's an unaddressed elephant in the room when it comes to good governance, transparency and accountability in our town process. Thanks for understanding.

And thanks again for planning so conscientiously for our town. You care about our town and our canyon and our community, and it shows! We truly appreciate your hard work on our behalf!

-Chad Smith

## **2) Helen Hooper**

My name is Helen Hooper, and I am the owner of the cabin located at 7850 S. Big Cottonwood Canyon Rd., Brighton. I have proudly owned this cabin since 2016 and, with the help of Carole McCalla have successfully rented it each ski season. I've spent many days enjoying the canyon, actively supporting the community, and serving as treasurer for the BCA for the past eight years. I've also attended every water meeting, and many business meetings via Zoom or in person. I am writing to express my concern regarding the involvement of the Salt Lake City Public Utilities (SLCPU) in the short-term rental licensing process.

In May, 2024, while seeking a renewal of my business license, I was informed that SLCPU requirements had been added to the process. Initially, I was asked to provide historical information about the cabin, including details on water and sewer usage and location. I complied and submitted the requested documents, including the original survey to both SLCPU and the SLCO Health Department. A site visit was made in June, 2024.

I was then asked by SLCPU to have another certified survey done that was in more detail and showed a 50-foot set back from water sources. I complied and submitted another survey with this information.

I was then asked to complete a series of three questions. In compiling the documentation for these questions, I was able to easily complete the first two concerning if I could change the property boundaries and how to protect the water quality but the third question concerning specific conditions SLCPU deemed necessary was not clarified and the agencies that I contacted (Isabella Leopard at SLCPU, and Mathius Neville at SLCO Health Department) were not able to help me address what they felt were specific conditions. Mr. Neville questioned why he was involved in this decision as the cabin had been a rental since 2006.

Shortly afterward, I was informed by SLCPU that a certified wetland survey was now also required. The closest companies offering this type of survey are located in Logan, Utah, and Colorado, making the process burdensome and costly. Despite the inconvenience, I proceeded with arranging for the survey and submitting it in July. However, I was then told that a completely new survey submission was required—one that combined both the wetland and original information. At that point, I stopped pursuing additional documentation, as I had already been granted a business license for the 2024–2025 season.

**My concern extends beyond my own experience.** These additional and evolving requirements from SLCPU create a significant barrier for all cabin owners—particularly when it comes time to get a new license, renewal or to sell. The uncertainty around short-term rental licensing eligibility could deter potential renters following the guidelines provided by Brighton City and potential buyers, ultimately reducing property values.

I am not requesting that the number of short-term rentals be increased or that all requirements be eliminated. I believe Brighton has been able to cover those requirements for safety and percentages of short-term rentals in each area. However, I am respectfully requesting that SLCPU's involvement be reconsidered, and that their requirements be removed to allow more clarity, fairness, and consistency for all property owners in the area.

Thank you for your time and consideration.

Sincerely, Helen Olabarri Hooper

### 3) Heather Moore

Sadly I missed the focused meeting on Monday. I would like to see a fee station in high cottonwood canyon. Silverlake is over run in the summer months and it would be nice to see some improvements made with those funds. I would like to see some summer activities offered on the mountain like...mountain trikes, scooters. trottibikes etc

<https://www.jungfrau.ch/en-gb/grindelwaldfirst/first-mountain-cart/>

We have the people, let's capitalize on the traffic in a small way.

The light at Donut Falls is a major traffic problem in the winter. I'd like to see that managed better with a shorter stop and less times the button can be pushed to stop traffic.

Thank you.

Heather Moore

### 4) Tara Paras

Dear Mayor and City Council Members,

Thank you so much for all your hard work and the time you've dedicated to the Town. I truly appreciate the effort that goes into shaping a thriving community. Unfortunately, I was unable to attend the focus group this evening, but I wanted to take a moment to share some thoughts and general feedback on how things have been progressing in Brighton.

I recently had a conversation with my father, Nick Paras, and another property owner in the area. When the decision was made to vote for Brighton to become a town, one of the key promises that resonated with many was the idea of moving away from the County's more restrictive zoning policies. Sadly, it feels as though that promise has not been fulfilled. In fact, the direction the Town has taken seems to be increasingly restrictive, making it more difficult for property owners to maintain and enjoy their properties.

I respectfully urge you to consider a more balanced approach—one that supports thoughtful regulation without making it burdensome for homeowners. It's important that all property owners feel heard and represented when decisions and ordinances are being made. Many of us chose to live and invest in Brighton because of its unique character and community spirit, and it would be

encouraging to see that same spirit reflected in how governance is carried out.

As both a resident and property owner, I've voiced concerns previously about the need to evaluate each neighborhood based on its unique needs and characteristics. Unfortunately, ordinances have been passed without sufficient consideration for these differences. We've even been told that things can always be fixed later—but in reality, that's a very difficult and often costly process. Ordinances should be passed with the mindset of getting it right the first time—not just for efficiency, but out of respect for those impacted.

With that in mind, I respectfully offer the following points for consideration:

1. **Remove Salt Lake City Public Utilities from the Short-Term Rental Process:** Their involvement appears unnecessary and duplicative, especially since they're already engaged in building oversight in the canyon. The rationale for including them in STR regulation remains unclear.
2. **Allow One STR Per Property:** Where approval is available, homeowners should be allowed one short-term rental, whether it's a portion of the home or the entire house. Additionally, allowing a long-term rental in the remaining portion should be considered—this is already permitted in places like Park City.
3. **Revise the 5,000 Sq. Ft. Ordinance:** The current blanket ordinance, which includes garage space, doesn't account for the practical needs of homeowners in this environment. Lot sizes and neighborhood characteristics vary, and the ordinance should reflect that. Garages are essential here—not just for vehicles but for equipment like snow blowers and skid steers that are necessary in our canyon setting.
4. **Offer Incentives for Local Employee Housing:** Encourage property owners to rent to long-term tenants who work in the canyon. Overly restrictive policies are discouraging this kind of local support. Also, the current square footage limitations make it harder to add ADUs, which could be vital for workforce housing.
5. **Address Traffic and Emergency Access:** Consider infrastructure improvements like adding a turnaround or a second lane on the loop specifically for emergency vehicles, buses, and pass-holding property owners. This would significantly improve safety and flow.
6. **Ensure Objectivity in Governance:** Please make sure that all council members and ordinance decision-makers are acting in the best interest of the community as a whole, without personal agendas influencing policy.

I hope this feedback is received in the spirit it's intended—with respect and a genuine desire to support a more inclusive and sustainable approach to town governance. Thank you again for your commitment to Brighton, and for taking the time to consider the perspectives of residents and property owners alike.

Warm regards,

Tara Paras

5) Wes Greaves



With Brighton now being its own official town, why do we not have tax financed snow removal? Is this something that can be implemented? If not, why?

Thanks!

-Wes

6) Laura Bossard

1. The aesthetics: First, I'd like to say that whenever I have traveled (and I have traveled quite a bit), there are certain things that endear me to a town or place. Not only is the place beautiful in its natural state (surrounding mountains, fauna and flora), but also the town itself, has kept its buildings and public places consistent in theme, architecture and flow. Brighton certainly has a great backdrop of mountains, fauna and flora, but we need to work on maintaining the quaint mountain feel. Buildings need to be built in "alpine" style...all buildings. Exteriors need to be somewhat uniform to what an alpine community would look like. Europe does such a great job maintaining their small towns to look so quaint and welcoming, that you always want to come back because of that charm. Please keep the architecture alpine.

2. The Center: The Neighborhood NODES has been working on a "community/central center." I think this is a great idea (again, as long as it has that Alpine feel). People love to "gather." Let's make a welcoming "gathering" spot. Let's have coffee, and quaint restaurant spots. Let's have a spot where we can talk shop over a great cup of coffee, any time of the year. Let's have a town Christmas tree in the center of that spot (with a tree lighting ceremony in early December). Let's have brightly colored umbrellas to shade our guests and residents as they sip coffee, eat lunch, and enjoy a deep conversation. Let's have benches (people love benches) and overflowing flower barrels.

3. The services: Our trash and recycling center is in desperate need of "some quaintness." I hear that is in the works. I hope it is, and that it is hidden under a building with an Alpine feel. It would also be nice to have a self-serve post office...where you can purchase stamps, weigh, mail and post packages and mail letters.

Thank you for reading my words and considering my vision.

Laura Bossard

April 17<sup>th</sup> 2025

Dear Members of the Brighton Town Council,

I am writing to address the requirement for property owners to hold both a long-term and a short-term rental license, even when the short-term license includes stricter standards. This dual licensing requirement creates unnecessary hurdles while adding little value to the community.

There is no information or requirement for the long-term rental license that is not already addressed in the short-term rental application, inspection, and approval process, nor is there any reason for there to be any differentiation.

Short-term rental licenses already involve thorough safety inspections, precise occupancy regulations, and strict short term rental compliance rules. These comprehensive measures ensure properties meet high standards, making a separate long-term rental license redundant.

The need for both licenses places an undue burden on property owners, and the administration who are forced to navigate repetitive processes and incur additional costs.

Streamlining the process by recognizing short-term rental licenses as sufficient for long-term rentals would alleviate this unnecessary strain while maintaining oversight.

I respectfully urge the council to adopt a unified licensing approach to simplify compliance and support a dynamic housing market in Brighton. Thank you for considering this proposal. I am happy to discuss these ideas further.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Langridge', with a stylized, cursive script.

Sarah Langridge

847 767 5555

11148 E. Big Cottonwood Canyon Rd, Silver Fork, UT 84121



UNIFIED FIRE AUTHORITY  
QUARTERLY REPORT

# TOWN OF BRIGHTON

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## QUARTER 1

JAN. 1, 2025 - MAR. 31, 2025

**TOWN OF BRIGHTON LIAISON**

Assistant Chief Dustin Dern  
(801) 819-5004  
[ddern@unifiedfire.org](mailto:ddern@unifiedfire.org)





## Call Volume

276

TOTAL INCIDENTS

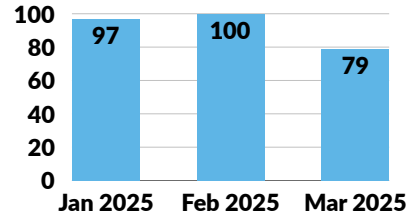
236

EMERGENT

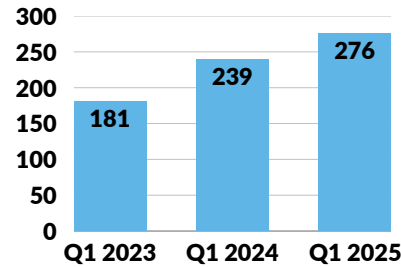
86%

% EMERGENT

## Q1 Monthly Incident Counts



## Q1 Yearly Total Incident Counts



## Call Type



### TOP FIRE CALLS

Structure Fire 1



### TOP EMS CALLS

Traumatic Injury 67

Head Injury 29

Short Fall 15

Sick Person 10

Seizure 10



### TOP OTHER CALLS

False Alarm/False Call 8

Unintentional Detector 7

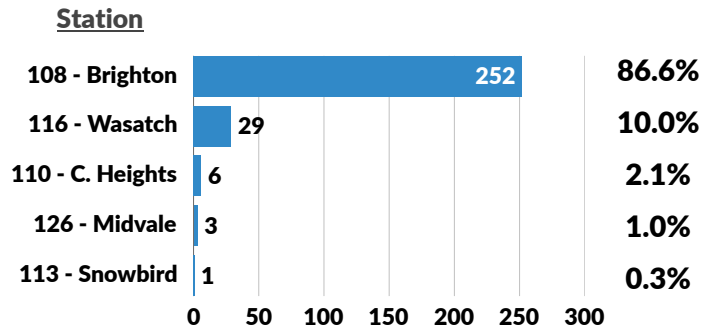
Flammable Spills & Leaks 3

Explosive Bomb Removal 1

Special Incident Type 1

## Incoming Units

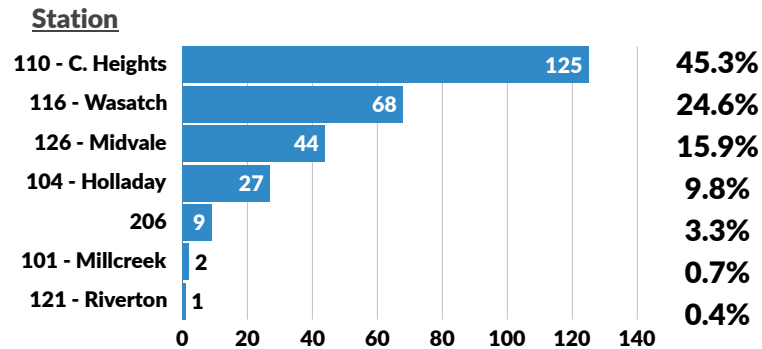
### Top Engine/Truck Responses



291

TOTAL UNIT RESPONSES

### Top Ambulance Responses



276

TOTAL UNIT RESPONSES

## Emergent Total Time

07:18

50th PERCENTILE

11:07

90th PERCENTILE

\*Dispatch to Arrival (does not include call processing time)



**WAsatch Transit Solutions (WATS) is a 501(c)(3) private/public transit advocacy group creating a long range multi modal transit vision focused on advocating, funding and delivering high quality transit in Utah.**

## **Mission Statement**

WAsatch Transit Solutions (WATS) is committed to advancing an efficient, effective, accessible and sustainable regional transit network across Utah, with a focus on integrating rail transit as a core transportation solution. WATS will foster private-public collaboration, advocate for smart infrastructure investments, and engage communities. **WATS seeks to enhance the quality of life by reducing congestion, improving air quality, enhancing safety and increasing mobility in the Wasatch Region and beyond.**

WATS aims to support a Wasatch regional transit system with a strong rail network by:

1. **Substantially increasing traveling public transit use** through convenient, accessible improvements in infrastructure and service.
2. Using rail transit as a backbone, developing a comprehensive transit system incorporating all modes of transport
3. Within the Mountain areas, WATS will be a.) Focusing on the development of a **rail-related transit system** that provides a viable solution including transit serving the **southeast part of the Salt Lake Valley** and the **Central Wasatch Mountains**.

## **Vision Statement**

WATS envisions a future where Utah's transit system is seamlessly connected, offering reliable, high-capacity rail options that serve urban centers, residential communities, and recreational destinations. Our goal is to establish a **world-class, multi-modal transit network** that supports economic growth, environmental stewardship, and quality of life for all Utahns. In our most vulnerable transportation arteries, such as **I-15, I-215** and **Little Cottonwood Canyon**, we strive for an **equal modal split (rail vs. cars)**.



# Value Proposition & Conceptual Framework

## The Need for Transit Expansion in Utah

Utah's population is projected to nearly double by **2060**, with the Wasatch Front expected to absorb the majority of this growth. We have one of the highest growth rates in the country and the best GDP. This rapid expansion presents significant challenges, including increased traffic congestion, worsening air quality, and strain on existing infrastructure. The state's primary transit provider, Utah Transit Authority (UTA), has made progress in expanding bus and light rail services, but further investments in high-capacity, efficient transit solutions—specifically **rail**—are needed to ensure long-term mobility and sustainability in the state.

## Rail as Integral to the Solution: Addressing Key Challenges

### 1. Congestion Mitigation

- a. The Wasatch Front experiences some of the **fastest-growing commuter traffic** in the nation, with I-15 seeing over **315,000 daily vehicle trips** in peak areas. Expanding rail transit will provide an alternative to driving, reducing congestion and improving travel reliability. As I-15 has little room for added capacity, rail line has the travel volume equivalent of 10 lanes of highway.

### 2. Economic Growth & Tourism Support

- a. Efficient rail transit connects **workforce hubs, residential communities, and key economic zones**, including business districts, universities, and ski resorts.
- b. Tourism is a major economic driver in Utah, contributing over **\$10 billion annually**. Rail investments can revitalize the mode as a transportation solution while enhancing access to recreational destinations such as the **Little Cottonwood Canyons, Park City, and southern Utah's national parks will benefit the user experience**.
- c. The American Public Transit Association states that every \$1 invested in public transit generates \$4-5 in returns or and ROI exceeding 4:1

### 3. Public Health & Safety

- a. Expanding transit options improves community health by promoting **active transportation** and reducing **traffic-related accidents**.
- b. Rail-based transit has **significantly lower accident rates** than personal vehicle travel, enhancing roadway safety.

### 4. Environmental & Air Quality Benefits

- a. Utah consistently faces air quality challenges, with Salt Lake City frequently experiencing **winter inversions** that trap pollutants. A robust rail system would reduce vehicle emissions by shifting trips away from personal automobiles. Data from the Federal Transit Administration suggests that public transit users contribute **72.34% less CO2 per mile traveled** compared to car commuters.

- b. Electrified and hydrogen-powered rail systems can further reduce transit's carbon footprint, aligning with Utah's clean energy initiatives.

## Strategic Advocacy Goals

WATS will work with stakeholders, including state and local governments, private industry, and advocacy groups, to advance the following priorities:

- **Statewide Rail Vision:** Collaborating with the private sector and regional planners to develop a comprehensive **rail plan** that integrates intercity connections, commuter lines, and freight corridors for sustainable economic development including High Speed Rail Corridors.
- **Urban Rail Connectivity:** Exploring **streetcar and light rail expansions** in Salt Lake City, Provo, and Ogden to enhance urban mobility.
- **FrontRunner Expansion:** Supporting and expanding Utah's long-term goal of increasing **FrontRunner frequency**, extending service to underserved regions, providing higher speeds and transitioning to an **electrified rail system**.
- **Cottonwood Canyon Transit Initiative:** Advocating for a modern rail system connecting **Salt Lake City to recreational areas and ski resorts**, reducing reliance on single-occupancy vehicles in the sensitive mountain corridor.

## Public Engagement & Target Audiences

To successfully advocate for a regional rail solution, WATS will develop a comprehensive outreach program including social media, websites, community meetings and fact based information. WATS will have targeted messaging strategies for different stakeholder groups. Our core message will emphasize **rail's renaissance in the region, sustainability, economic benefits, and long-term feasibility**, while tailoring engagement to specific audiences:

- **Residents & Commuters:** Emphasizing convenience, affordability, and reduced traffic congestion.
- **Business & Economic Leaders:** Showcasing transit's role in workforce development and tourism growth.
- **Government & Policy Makers:** Presenting data-driven solutions for transportation funding and regional planning.
- **Ski Resorts & Outdoor Enthusiasts:** Demonstrating how rail preserves the canyon experience as a scalable transportation solution while improving accessibility and mobility.
- **Environmental Advocates:** Highlighting air quality improvements and carbon reduction.

## Conclusion

The Wasatch region stands at a pivotal moment in its transportation future. By investing in **rail-based and other transit solutions**, Utah can ensure long-term mobility, economic resilience, and environmental stewardship. WASatch Transit Solutions is dedicated to leading this charge, building partnerships, and advocating for smart transit policies that benefit all Utahns.

For more information or to get involved, visit **[WATS website]**

DRAFT





# Town Council Staff Report

**Meeting Body:** Brighton Town Council

**Meeting Date:** May 13, 2025

**File Number & Project Type:**  
OAM2024-001259 Business License and Zoning Ordinance Amendments

**Planner:** Curtis Woodward, Senior Planner

**Key Findings:**

- Many existing homes in Brighton have second kitchens or accessory apartments.
- Water usage concerns do not appear to be a valid reason for preventing a long-term resident from living in a home with a Short-term Rental.

**Recommendation:** The Planning Commission has recommended approval of the ordinance as attached to this staff report. They have also recommended the Town Council (through the short-term rental subcommittee) consider potential ordinance amendments to limit the ability of large corporations from owning short-term rental units within the Town of Brighton.

**Exhibit:**

**A. Proposed Ordinance  
OAM2024-001259**

## PROJECT DESCRIPTION

The Brighton Town Council, planning commission, and short-term rental subcommittee have considered some of the current conflicts between the purpose and intent of the internal accessory dwelling unit (IADU) code, the short-term rental (STR) code, and the fact that many of the homes and cabins within the Town of Brighton have, for various reasons, more than one kitchen. In an effort to resolve the matter not only for existing but for future property owners and applicants, the planning commission and short-term rental subcommittee held a joint meeting to discuss the issues important to Brighton, including conservation of resources, preservation of the integrity of the town, and respect for property rights. Based on the discussion at the joint meeting, planning staff drafted ordinance amendments to clarify the definition of "kitchen," create a definition for "caretaker's living quarters," and create standards and expectations for the conversion of existing IADUs into caretaker's living quarters. In order to ensure consistency between ordinances, the proposed ordinance includes amendments to both Title 5, Business License Regulations, and Title 19, Zoning.

Through the public hearings process with the planning commission, the ordinance was edited over time to remove the new "caretaker's living quarters" definition, and to simplify the applicable uses and standards for short-term rentals in homes with an IADU.

## GENERAL PLAN CONSIDERATIONS

The Town of Brighton General Plan states, "Water and development were discussed earlier in the land use chapter, but when allowing short-term rentals and internal accessory dwelling units it is important to discuss how this further impacts these conditions."

It further states, If the short-term rental is hosted sharing, meaning the property owner remains in the house, this is also increasing the water use throughout the year. Salt Lake City Public Utilities and

other water providers do not have historical data on how these permitted uses impact the community and the natural resources " (pg. 154)

However, during the workshop held by the Brighton planning commission with the Brighton Short-term Rental Subcommittee on September 30, 2024, the water manager expressed an opinion that short-term rental users tend to consume more water than a long-term resident. The consensus reached by the group was that a home with an STR that is at least partially occupied by an owner or long-term "caretaker" is more likely to use less water than if that same home was occupied 100% by STR guests.

## **STAFF ANALYSIS**

The direction that came from the September 30 workshop was that occupancy of an IADU and/or non-conforming apartment by a long-term resident should be allowed in a dwelling with an STR under 2 circumstances:

1. The IADU is occupied by the property owner, or,
2. The IADU is occupied by the property manager/caretaker of the STR.

Based on the above direction, MSD planning staff drafted some ordinance amendments, which were then refined through the planning commission public hearing process. Some of the changes made through the planning commission process include:

1. Acknowledging that a homeowner with IADU may use the entire home as a short-term rental or use one of the two units for person or caretaker's use.
2. Allowing an STR/IADU owner to use the "non-STR" unit as a personal non-primary residence.
3. Clarifying the parking requirements for STR/IADU homes.
4. Requiring approval from water companies to include an approved floor plan.

Because the initial concern that led to this draft ordinance involved discussions about existing homes with second kitchens and "non-kitchens" like wet bars, the proposed ordinance includes modifications to some of the general definitions in the Brighton Code to ensure that the definition of "second kitchen" and the definition of "dwelling unit" more closely align.

## **RECOMMENDATION**

The planning commission recommended approval with minor recommendations, which are reflected in the attached ordinance. They have also recommended as a separate matter, that the Council direct the STR subcommittee to consider whether the code may be changed to prevent large corporations from owning multiple STR properties in Brighton.

As a legislative decision, the Town Council has the authority to approve, deny, or approve with modifications the proposed ordinance amendments in application OAM2024-001259.

**BRIGHTON, UTAH**

**ORDINANCE NO. 2025-O-\_\_\_\_ - \_\_\_\_**

AN ORDINANCE AMENDING SECTIONS 5.19.010, 5.19.063, 5.19.075, 19.04.020, 19.42.030,  
AND 19.42.290 TO CLARIFY DEFINITIONS OF: (19) DWELLING UNITS, (54) OWNER  
OCCUPANCY, (59) PRIMARY DWELLING. KITCHEN AND (66) SECOND KITCHEN  
AND TO REGULATE THE USE OF SHORT-TERM RENTALS IN INTERNAL  
ACCESSORY DWELLING UNITS

WHEREAS, Utah State Code 10-9a-530 requires internal accessory dwelling units (IADUs) to be permitted; and

WHEREAS, under Utah State Code 10-9a-530 the intent of allowing internal accessory dwelling units is to provide long term rental opportunities within a primary dwelling which is defined as occupied as the primary residence of the owner of record; and

WHEREAS, Utah State Code 10-9a-530 prohibits restrictions on the size of the internal accessory dwelling unit in relation to the primary dwelling;

WHEREAS, the Town of Brighton wishes to expand the use of IADUs to allow IADUs to be rented as short term rentals (less than 30 consecutive days); and

WHEREAS, the Town of Brighton wishes to expand the use of IADUs to allow non-primary property owners (property owners not occupying the residence as their primary home) to use the IADU as a short term rental and allow the property owner to use the “primary” dwelling even if it is not occupied as the owner’s primary residence;

WHEREAS, the Town of Brighton wishes to allow property owners to use the “primary” dwelling at the same time as using the IADU as a short term rental so that they can enjoy their dwelling while also receiving the financial benefit of a short term rental and so they can monitor the short term rental when they are using the “primary” dwelling;

WHEREAS, the Town of Brighton wishes to expand the use of IADUs and the Primary Dwelling to allow long term renters who will serve as property managers for the property to use the “Primary Dwelling” and the IADU as a short term rental;

WHEREAS, the Town of Brighton recognizes that the use of the “Primary Dwelling” as a long-term residence by a property manager and the rental of the IADU as a licensed short-term rental is more likely to result in better overall maintenance of the property; and

WHEREAS, the Town of Brighton wishes to allow property owners to use the “primary” dwelling at the same time as renting the IADU as a long term renter will provide long term rental opportunities;

WHEREAS, the Town of Brighton wishes to prohibit both portions of the home to be rented as short term rentals; and

WHEREAS, clarity is needed in defining a dwelling unit and the definition of kitchen; and

NOW, THEREFORE, BE IT ORDAINED by the Brighton Town Council that:

Section 1. Amended. Sections 5.19.010, 5.19.063, 5.19.075, 19.04.020, 19.04.030 and 19.42.090 of the Brighton Code of Ordinances are amended as shown in the attached Exhibit 1.

Section 2. Effective Date. This ordinance shall go into effect upon publication.

**PASSED AND APPROVED THIS \_\_\_\_ Day of \_\_\_\_\_, 2025.**

TOWN OF BRIGHTON

By: \_\_\_\_\_  
Dan Knopp, Mayor

ATTEST

\_\_\_\_\_  
Kara John, Town Clerk

## Exhibit 1.

### 5.19.010 Short-Term Rental Defined

1. "Short-term rental" means any dwelling or condominium or portion thereof that is available for use or is actually used for accommodations or lodging of guests for a period of less than thirty consecutive days, wherein guests pay a fee or other compensation for said use.
2. No Short-term rental shall be offered, advertised, or rented in a non- residential building including, but not limited to, a vehicle parked on the property, a storage shed, trailer, Recreational Vehicle or any temporary structure, including, but not limited to, a tent or teepee.
3. ~~[Accessory Dwelling Units whether attached or detached are not permitted as a Short Term Rental in the Town of Brighton.]~~ **A dwelling with a permitted internal accessory dwelling unit (IADU) may contain only one short-term rental dwelling unit. A dwelling with a permitted internal accessory dwelling unit (IADU) may be rented in its entirety as one short-term rental unit or, if one unit is being rented as a short-term rental, the remaining unit shall be:**
  - A. vacant or,**
  - B. occupied by the property owner as their primary or secondary residence, or**
  - C. occupied as a long-term rental by a property manager authorized by the owner to care for the property.**
4. **If the unit established in subsection 5.19.010.3.B (above) shall be occupied by the property owner, the applicant shall prove ownership of the property as evidenced by a copy of a transfer deed listing the applicant as the fee title owner.**
  - A. Fee title owner may be an individual or trustor of a family trust that possesses 50 percent or more ownership of the proposed STR.**
  - B. The fee title owner may not be a corporation, partnership, limited liability company, or similar entity.**
5. **If a dwelling with an IADU is rented as a Short-Term Rental, the applicant must designate and license a single unit in the property or the entire property as the Short-Term Rental. The short-term rental license is exclusive to that specific unit.**

### 5.19.063 Water Supply And Public Sewer Required

The short-term rental dwelling unit shall be served by an approved drinking water supply and public sewer system that are capable of supporting the use throughout the entire year; and

#### A. Prior to the issuance of the initial license, provide:

1. a letter, **which includes an approved floor plan as an attachment,** from the water provider that serves as the public water system serving the property or from the certified water master for water providers who do not meet the definition of a public water system approving the use and ~~[confirming that there is water available]~~ **certifying that adequate water is available** year-round. **If the dwelling has a short-term rental and an Internal Accessory Dwelling Unit, the water provider must certify that adequate water is available for both uses,** and
2. a letter from Salt Lake City Public Utilities confirming the use is allowed pursuant to its water supply contract and ordinances, and
3. approval by the Salt Lake County Health Department, and,
4. a letter from the Big Cottonwood Canyon Improvement District which serves as the sewer district for the property confirming that the property is connected to the sewer year-round. Black water holding tanks do not qualify as a public sewer system.

#### B. Prior to issuance of a renewal, provide:

1. a letter from the water provider that serves as the public water system serving the property or from the certified water master for water providers who do not meet the definition of a public water system ~~[approving]~~ **recertifying that adequate water is available for** the use ~~[and confirming that there is water available]~~ year

round, and

2. approval by the Salt Lake County Health Department.

#### 5.19.075 Parking And Parking Areas

1. Number of spaces required is two spaces per dwelling unit plus one additional space for each bedroom exceeding two bedrooms. The third and fourth spaces, when required, can be in tandem with the first two spaces required.
2. All parking must be on the property of the short-term rental. Required on-site parking areas and access to parking areas shall be maintained and available for use at all times, including snow removal, throughout the entire year. Parking is prohibited on grass or other flammable material.
3. Parking for this use shall be contained on the site, and shall not be allowed on the public rights-of-way or anyone else's property including resorts (unless written permission has been obtained); and
4. A map of parking areas and available number of spots shall be posted in a visible and conspicuous place within the dwelling indicating approved on-site parking spaces, and a copy of the map shall be given to all renters.
5. **If a property is being used as a Short-Term Rental and contains an internal accessory dwelling unit (IADU), the property shall have parking on site for the short term rental as required above, as well as at least one additional parking space per bedroom for the other dwelling unit, which space(s) shall function independently from (not in tandem with) the short-term rental parking spaces.**

#### 19.04.020 General Definitions

S. "Dwelling Unit (d.u.)" means one or more rooms physically arranged so as to create an independent housekeeping establishment for occupancy by one family with separate toilets and facilities for cooking and sleeping. Buildings with more than one (1) kitchen or set of cooking facilities are considered to contain more than one (1) dwelling unit. ~~[unless the additional cooking facilities are clearly accessory to a dwelling unit as determined by the development services director. Factors for determining whether cooking facilities are accessory to a dwelling unit may include but are not limited to:~~

- ~~1. A building design which allows all occupants ready access to all portions of the building including cooking facilities;~~
- ~~2. No portion of the building containing cooking facilities can be separated from the remaining rooms to form a separate dwelling unit;~~
- ~~3. There is only one electric and/or gas meter for the building.]~~

**"Kitchen" means a room or area designed to be used for food preparation and cooking which contains at a least: one (1) sink, one (1) hard surface for food preparation, and one (1) oven/cooktop stove and/or electrical or gas hookups to accommodate such.**

...

~~[BB. "Owner Occupancy" means a property where the property owner resides as reflected in title records makes his or her legal primary residence at the site, as evidenced by voter registration vehicle registration driver's license county assessor records or similar means.]~~

....

BG. "Primary Dwelling" means a single-family dwelling that is detached and is occupied as the primary residence of the owner of record.

....

BN. "Second Kitchen" means an additional kitchen with typical appliances and surfaces including a range and/or the 220v or gas hookups for a range. **Second kitchens are only permitted as a part of an Interior Accessory Dwelling Unit. A wet bar without the range or hookups is not considered a kitchen so long as it is clearly accessory to a dwelling unit as determined by the development services director. Factors for determining whether cooking facilities that are not considered a "second kitchen" as defined above are accessory to a dwelling unit and may include but are not limited to:**

1. **A building design which allows all occupants ready access to all portions of the building including cooking facilities;**
2. **No portion of the building containing cooking facilities can be separated from the remaining rooms to form a separate dwelling unit;** [~~Second kitchens are only permitted as a part of an Interior Accessory Dwelling Unit.~~]

#### 19.42.030 - Accessory Dwelling Units, Internal.

- A. Purpose. The Town of Brighton recognizes that Internal Accessory Dwelling Units in single-family residential zones can be an important tool in the overall housing plan for the Town of Brighton. The purposes of the Internal Accessory Dwelling Unit standards of this code are to:
1. Comply with State of Utah legislation which allows for Internal Accessory Dwelling Units generally and requires municipalities to adopt an ordinance if they wish to regulate certain requirements of the dwellings;
  2. Allow opportunities for property owners to provide social or personal support for family members where independent living is desirable;
  3. Provide for affordable housing opportunities;
  4. Make housing units available to moderate income people who might otherwise have difficulty finding housing in the Town of Brighton;
  5. Provide opportunities for additional income to offset rising housing costs;
  6. Develop housing units in single-family neighborhoods that are appropriate for people at a variety of stages in the life cycle;
  7. **Allow non-primary property owners (property owners not occupying the residence as their primary home) to use the IADU as a short-term rental and allow the property owner to use the "primary" dwelling even if it is not occupied as the owner's primary residence.**
  8. Preserve the character of single-family neighborhoods by providing standards governing development of Internal Accessory Dwelling Units; and
  9. Ensure that Internal Accessory Dwelling Units are properly regulated by requiring property owners to obtain a business license and a building permit for an IADU prior to renting the IADU.
- B. Allowed Areas and Zones.
1. IADUs incorporated within the single-family residence shall be a permitted use on single family home lots in the Forestry zones where the minimum area of the lot is 6,000 square foot or greater.
  2. In no case shall an IADU be permitted in a townhome, a multi-family PUD, or other attached unit type or on any lot that cannot satisfy parking or other conditions of the code.
- C. Number of Residents Allowed in Accessory Units. IADUs shall not be occupied by more than **one "Family" as defined in subsection 19.04.020.V**[four persons].
- D. Parking Requirements.
1. In addition to the required parking for the existing home. the property owner must demonstrate that one (1) on-site parking space is available for an IADU. A property owner bears the burden of showing by a preponderance of the evidence that sufficient parking is available. In cases where attached garage conversions are done to create an IADU, replacement of on-site parking spaces are required for the primary dwelling in a number equal to the parking spaces eliminated by such IADU.

2. **If one unit of the property is being used as a short-term rental, the parking requirements for a short-term rental shall apply, and there shall be at least one additional space for each bedroom in the remaining unit, which space(s) shall function independently from (not in tandem with) the short-term rental parking spaces.**
- E. **Water Availability.** Applications for an IADU must include submittal of a written approval from the water company servicing the property ~~[stating]~~ **which includes an approved floor plan as an attachment and certifies** that sufficient water is available for the IADU, and that the IADU complies with all applicable water service requirements. **If the property is being used as a short-term rental in one of the dwelling units, the water company must certify that sufficient water is available for both uses.**
- F. **Owner Occupancy.** ~~Either the~~ ~~[The]~~ primary dwelling or the IADU must be:
1. ~~[e]~~ Occupied as the owner's primary residence, **or;**
  2. **Occupied by the property owner as a secondary residence, or;**
  3. **Occupied as a long-term rental by a property manager authorized by the owner to care for the property.**
  4. **Under no circumstances may the primary dwelling and the IADU be used as two separate short-term rentals.** ~~[An application for an IADU shall include evidence of occupancy as the owner's primary residence.]~~
- G. **Number of IADUs per Lot.** Only one IADU is allowed per lot.
- H. **IADU Standards.**
1. An approved building permit is required for all IADUs before an IADU is constructed.
  2. Before an IADU can be rented, all other applicable provisions of this chapter and the Town of Brighton Code must be met.
  3. Existing non-compliant IADUs may come into compliance by receiving a permit, meeting all the requirements in this section, and verifying existing work was done according to building, fire and health codes.
  4. The IADU shall conform to all applicable building, fire, and health codes, including applicable water service requirements and sewer, black-water tank, or septic requirements.
  5. Conversions of an existing space to an IADU will require compliance with safety requirements per building code including, but not limited to, egress windows with window wells in case of emergency, close off door(s) if needed between the IADU and main unit, and sufficient HVAC and climate control for the IADU.
  6. IADUs will not require a separate HVAC or firewall.
  7. Owner shall provide a separate address marking for emergency services and mailing services.
  8. Single-family residences with an IADU shall retain the same appearance as a single-family residence.
  9. IADUs shall not be located in a detached accessory structure connected by a Breezeway.
  10. No IADU may be located in a primary dwelling that is served by a failing septic and/or black-water tank.
- I. **Affidavit and Notice of Accessory Dwelling Unit.**
1. Applicants for IADUs shall provide an affidavit stating that the owner of the property **has read and agrees to abide by the regulations of this chapter.** ~~[will live in either the primary dwelling or IADU as their primary residence;]~~
  2. Upon approval of the IADU by the building official, a Notice of Internal Accessory Dwelling Unit including the affidavit shall be recorded against the property to provide notice to a future owner of the owner occupancy requirement for the IADU. The Notice shall include:
    - a. A description of the primary dwelling, including number of bedrooms, bathrooms, and kitchens;
    - b. A statement that the primary dwelling contains an internal accessory dwelling unit; and
    - c. A statement that the internal accessory dwelling unit may only be used in accordance with regulations in this Chapter and also referenced to in the Notice as "the Town of Brighton's Internal Accessory Dwelling Units Regulations".
  3. Upon sale of the property, if the new owner wishes to continue use of a previously approved IADU, the new owner shall be required to sign and record a new affidavit, update their information with the planning and business license departments, and comply with current administrative IADU requirements.
  4. A copy of the recorded notice will be provided to the applicant.
- J. **Business Licensing.** Prior to renting any IADU, a business license must be obtained. That license must be maintained and renewed annually as long as the unit is rented out.



- K. Non-Rental Use of IADUs. IADUs used for housing that does not include the payment of rent or other monetary compensation will follow the same approval process as all other IADUs including recordation of the Affidavit and Notice except that a business license is not required.
1. Should an IADU used for non-rental uses later be rented for compensation, a business license must be obtained prior to doing so.
  2. Examples that fall under non-rental use may include housing family members, caretakers, nannies, or other in-home employees
- L. Retention of Single-Family Residence Status.
1. IADUs are part of a single-family residence and shall not be treated as a multi-family residence.
  2. IADUs may not be separately metered apart from the single-family residence.
  3. IADUs may not be sold or subdivided separately from the single-family residence.
- M. Short-Term Rental Use~~[Prohibited].~~ [Units] Dwellings with an approved [as] IADU~~[s shall not]~~ may be used as short-term rentals subject to compliance with the provisions of chapter 5.19 of the Brighton Code, including only containing one short-term rental unit per dwelling or Property. ~~[Any rentals shall be for 30 consecutive days or more.]~~ If a unit of a property with an IADU is rented as a Short-Term Rental, the applicant must designate and license a single unit in the property or the entire property as the Short-Term Rental. The short-term rental license is exclusive to that specific unit.
- N. Remedies for Violations. In addition to any other legal or equitable remedies available to the Town of Brighton, the Town of Brighton may hold a lien against a property that contains an internal accessory dwelling unit in accordance with the provisions and procedures of Utah Code Annotated § 10-9a-530. If the owner of the property violates any of the provisions of that Section or any of the provisions of this Ordinance.

#### 19.42.290 SHORT-TERM RENTALS

- A. Short-term rentals are subject to the following requirements:
1. The on-site parking and the access to the site are available for use and maintained, including snow removal, throughout the entire year, and
  2. The dwelling unit is served by an approved drinking water supply and public sewer system that are capable of supporting the use throughout the entire year and are approved by the health department prior to issuance of a license.
  3. A letter is provided from:
    - a. the Big Cottonwood Canyon Improvement District which serves as the sewer district for the property confirming that the property is connected to the sewer year-round; and,
    - b. the water provider that serves as the public water system company serving the property approving the use, including an approved floor plan as an attachment and confirming that there is water available year- round; and,
    - c. Salt Lake City Public Utilities confirming the use is allowed pursuant to its water supply contract and ordinances; and,
    - d. Salt Lake County Health Department confirming approval.
  4. The owner shall obtain and maintain a valid short term rental license as required by Chapter 5.19.

**BRIGHTON, UTAH**

**ORDINANCE NO. 2025-O-\_\_\_\_ - \_\_\_\_**

AN ORDINANCE AMENDING SECTIONS 5.19.010, 5.19.063, 5.19.075, 19.04.020, 19.42.030, AND 19.42.290 TO CLARIFY DEFINITIONS OF: (19) DWELLING UNITS, (54) OWNER OCCUPANCY, (59) PRIMARY DWELLING. KITCHEN AND (66) SECOND KITCHEN AND TO REGULATE THE USE OF SHORT-TERM RENTALS IN INTERNAL ACCESSORY DWELLING UNITS

WHEREAS, Utah State Code 10-9a-530 requires internal accessory dwelling units (IADUs) to be permitted; and

WHEREAS, under Utah State Code 10-9a-530 the intent of allowing internal accessory dwelling units is to provide long term rental opportunities within a primary dwelling which is defined as occupied as the primary residence of the owner of record; and

WHEREAS, Utah State Code 10-9a-530 prohibits restrictions on the size of the internal accessory dwelling unit in relation to the primary dwelling;

WHEREAS, the Town of Brighton wishes to expand the use of IADUs to allow IADUs to be rented as short term rentals (less than 30 consecutive days); and

WHEREAS, the Town of Brighton wishes to expand the use of IADUs to allow non-primary property owners (property owners not occupying the residence as their primary home) to use the IADU as a short term rental and allow the property owner to use the “primary” dwelling even if it is not occupied as the owner’s primary residence;

WHEREAS, the Town of Brighton wishes to allow property owners to use the “primary” dwelling at the same time as using the IADU as a short term rental so that they can enjoy their dwelling while also receiving the financial benefit of a short term rental and so they can monitor the short term rental when they are using the “primary” dwelling;

WHEREAS, the Town of Brighton wishes to expand the use of IADUs and the Primary Dwelling to allow long term renters who will serve as property managers for the property to use the “Primary Dwelling” and the IADU as a short term rental;

WHEREAS, the Town of Brighton recognizes that the use of the “Primary Dwelling” as a long-term residence by a property manager and the rental of the IADU as a licensed short-term rental is more likely to result in better overall maintenance of the property; and

WHEREAS, the Town of Brighton wishes to allow property owners to use the “primary” dwelling at the same time as renting the IADU as a long term renter will provide long term rental opportunities;

WHEREAS, the Town of Brighton wishes to prohibit both portions of the home to be rented as short term rentals; and

WHEREAS, clarity is needed in defining a dwelling unit and the definition of kitchen; and

NOW, THEREFORE, BE IT ORDAINED by the Brighton Town Council that:

Section 1. Amended. Sections 5.19.010, 5.19.063, 5.19.075, 19.04.020, 19.04.030 and 19.42.090 of the Brighton Code of Ordinances are amended as shown in the attached Exhibit 1.

Section 2. Effective Date. This ordinance shall go into effect upon publication.

**PASSED AND APPROVED THIS \_\_\_\_Day of \_\_\_\_\_, 2025.**

TOWN OF BRIGHTON

By: \_\_\_\_\_  
Dan Knopp, Mayor

ATTEST

\_\_\_\_\_  
Kara John, Town Clerk

## Exhibit 1.

### 5.19.010 Short-Term Rental Defined

1. "Short-term rental" means any dwelling or condominium or portion thereof that is available for use or is actually used for accommodations or lodging of guests for a period of less than thirty consecutive days, wherein guests pay a fee or other compensation for said use.
2. No Short-term rental shall be offered, advertised, or rented in a non- residential building including, but not limited to, a vehicle parked on the property, a storage shed, trailer, Recreational Vehicle or any temporary structure, including, but not limited to, a tent or teepee.
3. ~~[Accessory Dwelling Units whether attached or detached are not permitted as a Short Term Rental in the Town of Brighton.]~~ **A dwelling with a permitted internal accessory dwelling unit (IADU) may contain only one short-term rental dwelling unit. A dwelling with a permitted internal accessory dwelling unit (IADU) may be rented in its entirety as one short-term rental unit or, if one unit is being rented as a short-term rental, the remaining unit shall be:**
  - A. vacant or,**
  - B. occupied by the property owner as their primary or secondary residence, or**
  - C. occupied as a long-term rental by a property manager authorized by the owner to care for the property.**
4. **If the unit established in subsection 5.19.010.3.B (above) shall be occupied by the property owner, the applicant shall prove ownership of the property as evidenced by a copy of a transfer deed listing the applicant as the fee title owner.**
  - A. Fee title owner may be an individual or trustor of a family trust that possesses 50 percent or more ownership of the proposed STR.**
  - B. The fee title owner may not be a corporation, partnership, limited liability company, or similar entity.**
5. **If a dwelling with an IADU is rented as a Short-Term Rental, the applicant must designate and license a single unit in the property or the entire property as the Short-Term Rental. The short-term rental license is exclusive to that specific unit.**

### 5.19.063 Water Supply And Public Sewer Required

The short-term rental dwelling unit shall be served by an approved drinking water supply and public sewer system that are capable of supporting the use throughout the entire year; and

#### A. Prior to the issuance of the initial license, provide:

1. a letter, **which includes an approved floor plan as an attachment,** from the water provider that serves as the public water system serving the property or from the certified water master for water providers who do not meet the definition of a public water system approving the use and ~~[confirming that there is water available]~~ **certifying that adequate water is available** year-round. **If the dwelling has a short-term rental and an Internal Accessory Dwelling Unit, the water provider must certify that adequate water is available for both uses,** and
2. a letter from Salt Lake City Public Utilities confirming the use is allowed pursuant to its water supply contract and ordinances, and
3. approval by the Salt Lake County Health Department, and,
4. a letter from the Big Cottonwood Canyon Improvement District which serves as the sewer district for the property confirming that the property is connected to the sewer year-round. Black water holding tanks do not qualify as a public sewer system.

#### B. Prior to issuance of a renewal, provide:

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round, and

2. approval by the Salt Lake County Health Department.

#### 5.19.075 Parking And Parking Areas

1. Number of spaces required is two spaces per dwelling unit plus one additional space for each bedroom exceeding two bedrooms. The third and fourth spaces, when required, can be in tandem with the first two spaces required.
2. All parking must be on the property of the short-term rental. Required on-site parking areas and access to parking areas shall be maintained and available for use at all times, including snow removal, throughout the entire year. Parking is prohibited on grass or other flammable material.
3. Parking for this use shall be contained on the site, and shall not be allowed on the public rights-of-way or anyone else's property including resorts (unless written permission has been obtained); and
4. A map of parking areas and available number of spots shall be posted in a visible and conspicuous place within the dwelling indicating approved on-site parking spaces, and a copy of the map shall be given to all renters.
5. **If a property is being used as a Short-Term Rental and contains an internal accessory dwelling unit (IADU), the property shall have parking on site for the short term rental as required above, as well as at least one additional parking space per bedroom for the other dwelling unit, which space(s) shall function independently from (not in tandem with) the short-term rental parking spaces.**

#### 19.04.020 General Definitions

S. "Dwelling Unit (d.u.)" means one or more rooms physically arranged so as to create an independent housekeeping establishment for occupancy by one family with separate toilets and facilities for cooking and sleeping. Buildings with more than one (1) kitchen or set of cooking facilities are considered to contain more than one (1) dwelling unit. ~~[unless the additional cooking facilities are clearly accessory to a dwelling unit as determined by the development services director. Factors for determining whether cooking facilities are accessory to a dwelling unit may include but are not limited to:~~

- ~~1. A building design which allows all occupants ready access to all portions of the building including cooking facilities;~~
- ~~2. No portion of the building containing cooking facilities can be separated from the remaining rooms to form a separate dwelling unit;~~
- ~~3. There is only one electric and/or gas meter for the building.]~~

**"Kitchen" means a room or area designed to be used for food preparation and cooking which contains at a least: one (1) sink, one (1) hard surface for food preparation, and one (1) oven/cooktop stove and/or electrical or gas hookups to accommodate such.**

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~~[BB. "Owner Occupancy" means a property where the property owner resides as reflected in title records makes his or her legal primary residence at the site, as evidenced by voter registration vehicle registration driver's license county assessor records or similar means.]~~

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1. **A building design which allows all occupants ready access to all portions of the building including cooking facilities;**
2. **No portion of the building containing cooking facilities can be separated from the remaining rooms to form a separate dwelling unit;** [~~Second kitchens are only permitted as a part of an Interior Accessory Dwelling Unit.~~]

#### 19.42.030 - Accessory Dwelling Units, Internal.

- A. Purpose. The Town of Brighton recognizes that Internal Accessory Dwelling Units in single-family residential zones can be an important tool in the overall housing plan for the Town of Brighton. The purposes of the Internal Accessory Dwelling Unit standards of this code are to:
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  2. Allow opportunities for property owners to provide social or personal support for family members where independent living is desirable;
  3. Provide for affordable housing opportunities;
  4. Make housing units available to moderate income people who might otherwise have difficulty finding housing in the Town of Brighton;
  5. Provide opportunities for additional income to offset rising housing costs;
  6. Develop housing units in single-family neighborhoods that are appropriate for people at a variety of stages in the life cycle;
  7. **Allow non-primary property owners (property owners not occupying the residence as their primary home) to use the IADU as a short-term rental and allow the property owner to use the "primary" dwelling even if it is not occupied as the owner's primary residence.**
  8. Preserve the character of single-family neighborhoods by providing standards governing development of Internal Accessory Dwelling Units; and
  9. Ensure that Internal Accessory Dwelling Units are properly regulated by requiring property owners to obtain a business license and a building permit for an IADU prior to renting the IADU.
- B. Allowed Areas and Zones.
1. IADUs incorporated within the single-family residence shall be a permitted use on single family home lots in the Forestry zones where the minimum area of the lot is 6,000 square foot or greater.
  2. In no case shall an IADU be permitted in a townhome, a multi-family PUD, or other attached unit type or on any lot that cannot satisfy parking or other conditions of the code.
- C. Number of Residents Allowed in Accessory Units. IADUs shall not be occupied by more than **one "Family" as defined in subsection 19.04.020.V**[four persons].
- D. Parking Requirements.
1. In addition to the required parking for the existing home, the property owner must demonstrate that one (1) on-site parking space is available for an IADU. A property owner bears the burden of showing by a preponderance of the evidence that sufficient parking is available. In cases where attached garage conversions are done to create an IADU, replacement of on-site parking spaces are required for the primary dwelling in a number equal to the parking spaces eliminated by such IADU.

2. **If one unit of the property is being used as a short-term rental, the parking requirements for a short-term rental shall apply, and there shall be at least one additional space for each bedroom in the remaining unit, which space(s) shall function independently from (not in tandem with) the short-term rental parking spaces.**
- E. Water Availability. Applications for an IADU must include submittal of a written approval from the water company servicing the property ~~[stating]~~ **which includes an approved floor plan as an attachment and certifies** that sufficient water is available for the IADU, and that the IADU complies with all applicable water service requirements. **If the property is being used as a short-term rental in one of the dwelling units, the water company must certify that sufficient water is available for both uses.**
- F. Owner Occupancy. **Either the** ~~[The]~~ primary dwelling or the IADU must be:
1. ~~[e]~~ Occupied as the owner's primary residence, **or;**
  2. **Occupied by the property owner as a secondary residence, or;**
  3. **Occupied as a long-term rental by a property manager authorized by the owner to care for the property.**
  4. **Under no circumstances may the primary dwelling and the IADU be used as two separate short-term rentals.** ~~[An application for an IADU shall include evidence of occupancy as the owner's primary residence.]~~
- G. Number of IADUs per Lot. Only one IADU is allowed per lot.
- H. IADU Standards.
1. An approved building permit is required for all IADUs before an IADU is constructed.
  2. Before an IADU can be rented, all other applicable provisions of this chapter and the Town of Brighton Code must be met.
  3. Existing non-compliant IADUs may come into compliance by receiving a permit, meeting all the requirements in this section, and verifying existing work was done according to building, fire and health codes.
  4. The IADU shall conform to all applicable building, fire, and health codes, including applicable water service requirements and sewer, black-water tank, or septic requirements.
  5. Conversions of an existing space to an IADU will require compliance with safety requirements per building code including, but not limited to, egress windows with window wells in case of emergency, close off door(s) if needed between the IADU and main unit, and sufficient HVAC and climate control for the IADU.
  6. IADUs will not require a separate HVAC or firewall.
  7. Owner shall provide a separate address marking for emergency services and mailing services.
  8. Single-family residences with an IADU shall retain the same appearance as a single- family residence.
  9. IADUs shall not be located in a detached accessory structure connected by a Breezeway.
  10. No IADU may be located in a primary dwelling that is served by a failing septic and/or black-water tank.
- I. Affidavit and Notice of Accessory Dwelling Unit.
1. Applicants for IADUs shall provide an affidavit stating that the owner of the property **has read and agrees to abide by the regulations of this chapter.** ~~[will live in either the primary dwelling or IADU as their primary residence;]~~
  2. Upon approval of the IADU by the building official, a Notice of Internal Accessory Dwelling Unit including the affidavit shall be recorded against the property to provide notice to a future owner of the owner occupancy requirement for the IADU. The Notice shall include:
    - a. A description of the primary dwelling, including number of bedrooms, bathrooms, and kitchens;
    - b. A statement that the primary dwelling contains an internal accessory dwelling unit; and
    - c. A statement that the internal accessory dwelling unit may only be used in accordance with regulations in this Chapter and also referenced to in the Notice as "the Town of Brighton's Internal Accessory Dwelling Units Regulations".
  3. Upon sale of the property, if the new owner wishes to continue use of a previously approved IADU, the new owner shall be required to sign and record a new affidavit, update their information with the planning and business license departments, and comply with current administrative IADU requirements.
  4. A copy of the recorded notice will be provided to the applicant.
- J. Business Licensing. Prior to renting any IADU, a business license must be obtained. That license must be maintained and renewed annually as long as the unit is rented out.

- K. Non-Rental Use of IADUs. IADUs used for housing that does not include the payment of rent or other monetary compensation will follow the same approval process as all other IADUs including recordation of the Affidavit and Notice except that a business license is not required.
1. Should an IADU used for non-rental uses later be rented for compensation, a business license must be obtained prior to doing so.
  2. Examples that fall under non-rental use may include housing family members, caretakers, nannies, or other in-home employees
- L. Retention of Single-Family Residence Status.
1. IADUs are part of a single-family residence and shall not be treated as a multi-family residence.
  2. IADUs may not be separately metered apart from the single-family residence.
  3. IADUs may not be sold or subdivided separately from the single-family residence.
- M. Short-Term Rental Use~~[Prohibited].~~ [Units] Dwellings with an approved [as] IADU~~[s shall not]~~ may be used as short-term rentals subject to compliance with the provisions of chapter 5.19 of the Brighton Code, including only containing one short-term rental unit per dwelling or Property. ~~[Any rentals shall be for 30 consecutive days or more.]~~ If a unit of a property with an IADU is rented as a Short-Term Rental, the applicant must designate and license a single unit in the property or the entire property as the Short-Term Rental. The short-term rental license is exclusive to that specific unit.
- N. Remedies for Violations. In addition to any other legal or equitable remedies available to the Town of Brighton, the Town of Brighton may hold a lien against a property that contains an internal accessory dwelling unit in accordance with the provisions and procedures of Utah Code Annotated § 10-9a-530. If the owner of the property violates any of the provisions of that Section or any of the provisions of this Ordinance.

#### 19.42.290 SHORT-TERM RENTALS

- A. Short-term rentals are subject to the following requirements:
1. The on-site parking and the access to the site are available for use and maintained, including snow removal, throughout the entire year, and
  2. The dwelling unit is served by an approved drinking water supply and public sewer system that are capable of supporting the use throughout the entire year and are approved by the health department prior to issuance of a license.
  3. A letter is provided from:
    - a. the Big Cottonwood Canyon Improvement District which serves as the sewer district for the property confirming that the property is connected to the sewer year-round; and,
    - b. the water provider that serves as the public water system company serving the property approving the use, including an approved floor plan as an attachment and confirming that there is water available year- round; and,
    - c. Salt Lake City Public Utilities confirming the use is allowed pursuant to its water supply contract and ordinances; and,
    - d. Salt Lake County Health Department confirming approval.
  4. The owner shall obtain and maintain a valid short term rental license as required by Chapter 5.19.



**Town of Brighton Town Council Meeting**

**ITEM:** FY 2026 Tentative Budget

**DATE:** May 13, 2025

**SUBMITTED BY:** Nate Rockwood

**ITEM TYPE:** Legislative



**SUBJECT:**

Approval of the Tentative Budget Resolution, a Resolution Adopting the Fiscal Year 2026 Tentative Budget and setting a date and time for the Budget Hearing.

**SUMMARY:**

The process of adopting the fiscal year 2026 budget requires several steps that the Town Council is required to take to be compliant with state statute.

As a reminder, the purpose of a tentative budget is to have a working draft budget from which the Council can start the formal adoption process. The tentative budget can be adjusted with Council's direction prior to final adoption. At the time of final adoption, the budget must be balanced with expenditures equaling revenues. The General Fund can have a fund balance of up to 100% of the current year end revenues.

The following timeline shows the budget process and dates:

**May 13<sup>th</sup>**

- Adopt Tentative Budget and make available to public.
- Set proposed property tax rate to no increase (There is no property tax levy by the Town of Brighton). The property tax rate for the Town of Brighton will be 0.00%
- Set time and place for public hearing (June 10<sup>th</sup> at 6:30).
- Discuss budget and funds available for Town Goals and Priorities.
- Make adjustments to FY 2026 Final Budget and FY 2025 adjusted budget (if necessary).

**June 3<sup>rd</sup>**

- Provide notice of the place, purpose, and time of the public hearing by publishing notice at least seven days before the hearing.

**June 10<sup>th</sup>** (final budget needs to be adopted before June 30)

- Hold a public hearing on the Budget
- By resolution or ordinance adopt FY 2026 Final Budget and FY 2025 adjusted budget.
- Set Property Tax Rate and adopt by resolution or ordinance.

**Before July 10<sup>th</sup>**

- File a copy of the final budget for each fund with the state auditor within 30 days after adoption.
- Certify property tax rate in CTS system (USTC).

**After July 1<sup>st</sup> and before June 30<sup>th</sup>**, the budget may be adjusted with approval of the Town Council and a public hearing.

## **Budget Information and Analysis:**

The Budget consists of all anticipated revenues to be received by the Town and all anticipated expenditures. State code requires that all Cities and Towns follow a July – June fiscal year (FY) budget and that MSD has traditionally been required to follow a calendar year budget. Due to recent legislative changes, the MSD will now be following a FY budget. The MSD adopts all City and Town final budgets by the last week of March. The Brighton Town budget that is adopted in June will be reconciled with the Brighton Town MSD budget and adjusted as needed to comply with state code.

## **Sales Tax Revenue Analysis**

Within the town boundaries the current sales tax rates apply. The 1% Local Option and the .25% County Option Highway and Transportation tax are allocated to cover services and transfers provided by the MSD:

- 1% Local Option (Brighton receives .5% Point of Sale; .5% population is distributed statewide)
- .25% SB 136 Sales Tax Hwy/Transit (Brighton receives .1% of the .25% County Tax)
- 1.1% Resort Communities Sales Tax
- 1% Municipal TRT

The following table details the projected revenue from each sales tax type by quarter. The projection was created using 24 months of historic sales tax collection data from actuals from January 2020 to March 2025. The table places the revenue forecast into the correct period that revenues were collected as opposed to 2 months later when they were distributed by the State to the Town. These forecasts and actuals have been used in the recommended budget. Revenues for FY2026 are based on an anticipated 2% growth from forecasted sales tax revenue received in FY 2025 and FY 2024 actuals.

Town of Brighton - Sales Tax Actuals and Forecast (Based on Collection Month)							
Sales Tax Type	FY 2024	FY 2025				FY 2025	FY 2026
	Total	July-Sept	Oct-Dec	Jan-March	April-June	Total	Total
1% local Option (.5% Point of Sale)	\$ 703,527	\$ 52,698	\$ 225,232	\$ 372,947	\$ 54,033	\$ 704,910	\$ 728,592
Transit Tax	\$ 70,467	\$ 5,093	\$ 22,317	\$ 37,061	\$ 6,160	\$ 70,632	\$ 72,859
1.1% Resort Communities Sales Tax	\$ 1,416,995	\$ 78,032	\$ 455,087	\$ 786,313	\$ 104,296	\$ 1,423,728	\$ 1,466,964
1% Municipal TRT	\$ 142,032	\$ 17,113	\$ 30,144	\$ 73,630	\$ 11,508	\$ 132,395	\$ 156,060
Total Sale Tax	\$ 2,333,021	\$ 152,936	\$ 732,780	\$ 1,269,950	\$ 175,998	\$ 2,331,664	\$ 2,424,475

Sales Tax is shown by collection month, not by distribution month

March-June 2025 estimated

FY 2026 is estimated at 2% annual growth from FY 2024 actuals

## **Additional .5% Resort Communities Sales Tax**

On November 21, 2023, the voters of the Town of Brighton approved Proposition 12, authorizing the Town Council to impose an additional .5% resort sales tax. The Town Council has not elected to instate the additional .5% sales tax. If enacted by the Town Council, the sales tax would go into effect on the first day of the first full quarter after the resolution has been passed and notification has been sent to the State Tax Commission. The authorization by the vote does not have a termination date, therefore the Town Council may impose the .5% additional sales tax by resolution of the Council.

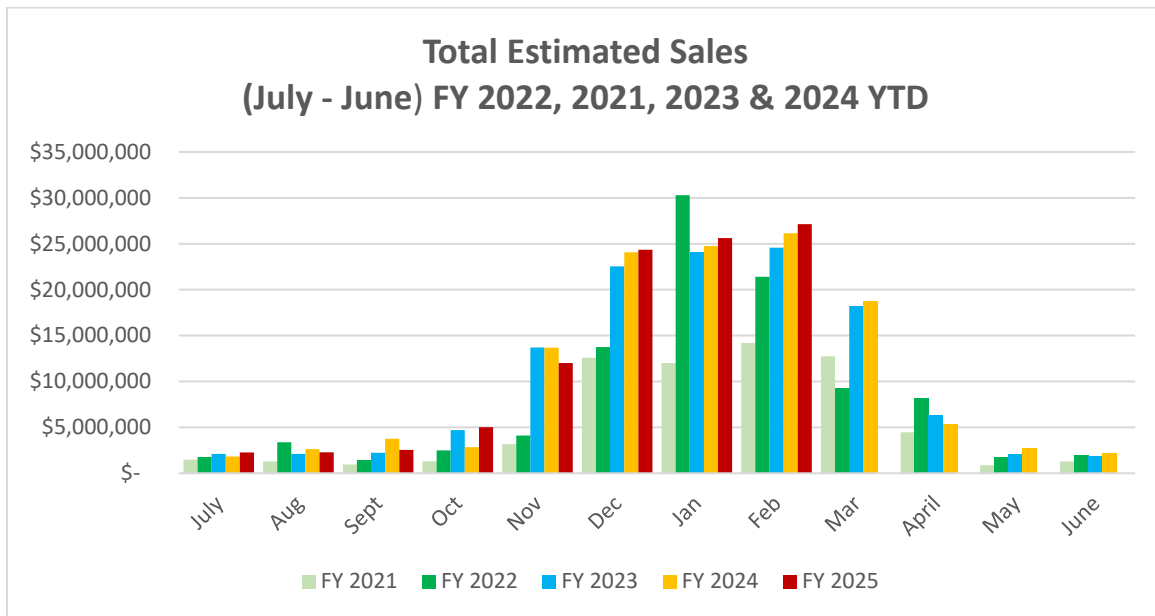
Just as the 1.1% Resort Communities Sales Tax, which has been in place since January 2020, the additional .5% resort tax would be collected on all taxable sales in the Town. The total 1.6% (1.1% & .5%) Resort Sales tax can only be collected by cities or towns that have a transient room capacity equal to or greater than 66% of the municipality's permanent census population. The 1.1% resort tax and .5% additional resort tax may not be collected by a county or other taxing authority, such as a service district.

The use of the additional .5% resort sales tax, if enacted by the Town Council, may be used at the discretion of the Town Council for any allowed use of Town funds. The Town Council may allocate these funds as part of the annual budget process for operating or capital use approved by the Council.

It is anticipated that the Additional .5% Resort Communities Sales Tax will generate an estimated \$550,000 to \$650,000 per year, depending on the resort season sales.

### Sales Tax History and Seasonality

The Town's sales revenues are very seasonal, as would be expected. The following graph shows the total estimated sales by month.



The following chart shows a 5-year sales revenue forecast. This forecast is important to understanding potential revenues available in preparing a 5-year Capital Improvement Plan.

5 Year Revenue Forecast						
Fiscal Year	FY 2025 (Original Budget)	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
1% local Option (.5% Point of Sale)	\$ 700,300	\$ 714,306	\$ 728,592	\$ 750,450	\$ 772,963	\$ 796,152
Transit Tax	\$ 70,030	\$ 71,431	\$ 72,859	\$ 75,045	\$ 77,296	\$ 79,615
1.1% Resort Communities Sales Tax	\$ 1,410,000	\$ 1,438,200	\$ 1,466,964	\$ 1,510,973	\$ 1,556,302	\$ 1,602,991
1% Municipal TRT	\$ 150,000	\$ 153,000	\$ 156,060	\$ 160,742	\$ 165,564	\$ 170,531
<b>Total Sale Tax</b>	<b>\$ 2,330,330</b>	<b>\$ 2,376,937</b>	<b>\$ 2,424,475</b>	<b>\$ 2,497,210</b>	<b>\$ 2,572,126</b>	<b>\$ 2,649,290</b>
<b>Total Town Sales Tax</b>	<b>\$ 1,560,000</b>	<b>\$ 1,591,200</b>	<b>\$ 1,623,024</b>	<b>\$ 1,671,715</b>	<b>\$ 1,721,866</b>	<b>\$ 1,773,522</b>

The following tables details the breakdown of sales tax collection rates for Town of Brighton sales:

<b>Sales Tax Rate Table - Town of Brighton</b>			
	<b>General Sales*</b>	<b>Lodging Sales</b>	<b>Restaurant Sales</b>
<b>State Sale Tax</b>			
State Sales & Use Tax	4.85%	4.85%	4.85%
State Transient Room Tax	-	0.32%	-
<b>County Sale Tax</b>			
County Option Sales Tax	0.25%	0.25%	0.25%
Mass Transit Tax	0.30%	0.30%	0.30%
Add'l Mass Transit Tax	0.25%	0.25%	0.25%
County Option Transportation**	0.25%	0.25%	0.25%
Transportation Infrastructure	0.25%	0.25%	0.25%
Botanical, Cultural, Zoo Tax	0.10%	0.10%	0.10%
Transient Room Tax (TRT) county-wide		4.25%	
Tourism Transient Room Tax		0.50%	
Tourism - Restaurant Tax	-	-	1.00%
<b>Town Sales Tax</b>			
Local Option Sales & Use Tax	1.00%	1.00%	1.00%
Resort Communities Tax	1.10%	1.10%	1.10%
Municipal Transient Room Tax	-	1.00%	-
<b>Total Combined Sales Tax Rate</b>	<b>8.35%</b>	<b>14.42%</b>	<b>9.35%</b>

\* Rate for Unprepared Food (Grocery) is 3% statewide

\*\* Brighton receives .10% of the .25% County Wide Transportation Tax

Staff will return as part of the final budget to discuss Salt Lake County's new 5<sup>th</sup> quarter transportation tax.

### **Budget**

The following is the proposed Town of Brighton FY 2026 Tentative Budget and FY 2025 Adjusted Budget including the Brighton Capital Improvement Fund – CIP.

**Town of Brighton**  
**FY 2025 Amended Budget & FY 2026 Tentative Budget**  
For Period Ending June 30, 2025 & June 30, 2026

<u>Account Description</u>	<u>2024 Actual July 1 - June 30</u>	<u>2025 Original Budget July 1 - June 30</u>	<u>2025 Estimated Rev/Exp July 1 - June 30</u>	<u>2025 Budget Variance July 1 - June 30</u>	<u>2025 Adjusted Budget July 1 - June 30</u>	<u>2026 Tentative Budget July 1 - June 30</u>
<b><u>General Fund</u></b>						
<b><u>REVENUES</u></b>						
Business Licenses	\$ 41,010	\$ 45,000	\$ 45,000	\$ -	\$ 45,000	\$ 45,000
Building Permit	77,078	55,000	55,000	-	55,000	55,000
Sales Tax 1% Local Option	682,050	700,300	686,575	-	700,300	714,000
SB 136 Sales Tax	68,560	70,030	68,779	-	70,030	71,500
Engineering Services	1,870	-	-	-	-	-
Planning Services	28,915	30,000	28,000	-	30,000	30,000
Justice Court Fines/Forfeitures	1,059	3,000	800	-	3,000	3,000
B&C Road Fund Allotment	19,134	16,000	16,000	-	16,000	16,000
Alcohol Tax	4,720	5,000	5,000	-	5,000	5,000
America Rescue Act	-	-	-	-	-	-
Interest Enrings	7,844	5,000	5,000	-	5,000	5,000
Interlocal Revenue (Contributions from GF MSD)	477,150	488,650	470,000	59,000	547,650	834,050
Parking Violations	87,625	50,000	50,000	-	50,000	30,000
Other Revenue	1,825	-	-	-	-	-
Non-Allocatable Resort Communities Sales	1,370,435	1,410,000	1,381,367	-	1,410,000	1,440,000
Non-Allocatable TRT	142,940	150,000	151,444	-	150,000	153,000
Beginning Balance (MSD)	433,000	600,000	625,000	-	600,000	600,000
Beginning Balance RCST & TRT	1,795,999	1,744,374	1,309,374	-	1,744,374	1,704,374
<b>Total Revenues</b>	<b>\$ 3,012,215</b>	<b>\$ 2,822,948</b>	<b>\$ 2,962,965</b>	<b>\$ 59,000</b>	<b>\$ 3,086,980</b>	<b>\$ 3,401,550</b>
<b><u>EXPENDITURES</u></b>						
Wages	\$ 128,912	\$ 142,000	\$ 142,000	\$ -	\$ 142,000	\$ 169,200
Employee Benefits	19,217	28,000	25,423	-	28,000	28,000
Social Security Tax	7,993	8,000	6,258	-	8,000	8,000
Medicare	1,869	2,000	1,464	-	2,000	2,000
Awards, Promotional & Meals	103	500	200	-	500	500
Subscriptions/Memberships	9,131	43,000	42,000	-	43,000	43,000
Printing/Publications/Advertising	2,964	3,000	500	-	3,000	3,000
Travel/Mileage	1,053	1,200	1,100	-	1,200	1,200
Office Expense and Supplies	186	2,000	450	-	2,000	2,000
Cell phone and Telephone	691	1,300	1,300	-	1,300	1,300
Attorney-Land Use	-	15,000	-	-	15,000	-
Attorney-Civil	52,450	52,000	67,000	-	52,000	67,000
Training and Seminars	395	2,000	500	-	2,000	2,000
Budget and Auditing	-	3,000	2,000	-	3,000	5,000
Web Page Development/Maintenance	3,126	5,800	3,800	-	5,800	5,800
Payroll Processing ex.	479	2,000	1,000	-	2,000	2,000
Contributions/Special Events	39,000	32,000	32,000	-	32,000	100,000
Insurance	8,353	5,500	5,000	-	5,500	5,500
Workers Comp Insurance	762	3,500	1,500	-	3,500	3,500
Postage	-	-	195	-	-	200
Professional and Technical	38,390	50,000	45,000	-	50,000	50,000
Contracted Services	24,674	20,000	95,000	-	20,000	110,000
SLCo Recorder Services	-	3,850	3,000	-	3,850	3,850
Equipment/Computer Purchases	-	2,000	8,000	-	2,000	3,000
Rent	11,736	11,500	12,000	-	11,500	11,500
UFA Emergency Management	11,449	12,000	9,838	-	12,000	30,000
UFA Fuel Reduction - Urban Interface Fire Prevention	-	30,000	19,876	-	30,000	30,000
Computer Equip/software	114	3,000	3,000	-	3,000	3,000
Software/Streaming	2,410	2,500	2,500	-	2,500	2,500
Internet Connections	1,898	2,000	2,000	-	2,000	2,000
Alcohol Tax Transfer to UPD	-	5,000	4,720	-	5,000	5,000
America Rescue Act	-	-	-	-	-	-
Lease to Locals Grant Program	-	54,000	12,000	-	54,000	54,000
Water Meter Incentive Program	-	-	-	-	-	80,000
Utilities	-	-	561	-	-	-
USFS Ranger (CCF) - (Brighton Funds)	-	60,000	60,000	-	60,000	60,000
Interlocal to MSD (Transfer to GF MSD)	930,735	910,156	907,294	64,174	974,330	969,500
Trans to Capital Fund (Brighton CIP)	2,000,000	2,100,000	1,100,000	(500,000)	1,600,000	1,750,000
Contribution to Fund Balance MSD (Ending)	404,910	450,000	450,000	150,000	600,000	820,000
Contribution to Fund Balance Brighton (Ending)	1,513,375	(363,059)	432,811	323,059	(40,000)	(157,000)
<b>Total Fund Balance (Ending - No MSD)</b>	<b>1,309,374</b>	<b>2,634,800</b>	<b>2,367,185</b>	<b>500,000</b>	<b>1,704,374</b>	<b>1,547,374</b>
<b>Total Fund Balance (Ending)</b>	<b>\$ 1,714,284</b>	<b>\$ 3,386,948</b>	<b>\$ 2,817,185</b>	<b>\$ 37,232</b>	<b>\$ 2,304,374</b>	<b>\$ 2,367,374</b>
<b>Total Expenditures</b>	<b>\$ 1,298,090</b>	<b>\$ 1,500,006</b>	<b>\$ 1,518,478</b>	<b>\$ 64,174</b>	<b>\$ 1,581,980</b>	<b>\$ 1,863,550</b>
<b>Total Expenditures with End Balance + CIP</b>	<b>\$ 3,216,375</b>	<b>\$ 2,936,948</b>	<b>\$ 3,501,289</b>	<b>\$ 37,232</b>	<b>\$ 3,141,980</b>	<b>\$ 3,456,550</b>

**Town of Brighton**  
**FY 2025 Amended Budget & FY 2026 Tentative Budget**  
For Period Ending June 30, 2025 & June 30, 2026

<u>Account Description</u>	<u>2024 Actual July 1 - June 30</u>	<u>2025 Original Budget July 1 - June 30</u>	<u>2025 Estimated Rev/Exp July 1 - June 30</u>	<u>2025 Budget Variance July 1 - June 30</u>	<u>2025 Adjusted Budget July 1 - June 30</u>	<u>2026 Tentative Budget July 1 - June 30</u>
<b><u>Brighton Capital Improvement Fund - CIP</u></b>						
<b><u>REVENUES</u></b>						
Transfer from General Fund		1,750,000			1,600,000	1,750,000
Carry Forward Unallocated						
Other Rev.						
Grant Rev.						
CIP Balance					3,530,000	
Interest Earnings						
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 1,750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,130,000</b>	<b>\$ 1,750,000</b>
<b><u>EXPENDITURES</u></b>						
Trails Master Plan				-	10,000	
Trail Improvements		500,000			500,000	
Property Acquisition					100,000	
Facility Improvements		250,000			450,000	
Infrastructure Improvement Projects		1,000,000			3,550,000	
Wayfinding and Signage					20,000	
Asset Management						
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 1,750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,630,000</b>	<b>\$ -</b>
<b>Unallocated or Capital Carry Forward</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 1,750,000</b>

**Anticipated Available CIP projects fund for FY 2026** (remaining capital project funds are carried forward each year from the previous year. Therefore, remaining funds in FY 2024 will be moved to FY 2025 for the final budget. Funds stay within the allocated project unless adjustments are made between projects by the Town Council):

Trails Master Plan:	\$10,000
Trail Improvements:	\$500,000
Property Acquisition:	\$100,000
Facility Improvements:	\$450,000
Infrastructure Improvement Projects:	\$3,550,000
Wayfinding and Signage:	\$20,000

It is anticipated that FY 2026 will have a transfer of \$1,750,000 and an additional \$500,000 in FY 2025. These funds should be allocated by the Town Council:

The Town Council should discuss potential capital improvement projects as part of the budget process and allocate funds as needed between projects or recommend new capital projects for FY 2026.

**Budget Requests or incremental adjustments for FY 2026:**

**Expenditures:**

- Added wages for Outreach Coordinator
- Transfer to Brighton Capital Improvement Fund (CIP) \$1,750,000 (see CIP and Fund Balance section of report).
- \$80,000 was added for Water Meter Incentive Program.
- Added \$60,000 to contract services for lobbyist services.

- Total non-profit request is \$160,000 which is included in the Contributions/Special Events budget \$100,000 and USFS Ranger (CCF) - (Brighton Funds) \$60,000.
  - Big Cottonwood Community Council has requested \$8,700 for FY 2026, adopt a trail program, Butler Fork and 4th of July (See attached request).
  - The Cottonwood Canyons Foundation is requesting (as outlined in the attached proposal):
    - \$15,000 for Weed Mitigation (application attached).
    - \$30,000 for Silver Lake Meadow Naturalist (application attached).
    - 23,500 for Defensible Space Fire Mitigation (as presented to Town Council during the Feb. 11, 2025 Council Meeting).
    - \$2,500 for Adopt a Trail program Mill D (application attached).
    - \$60,000 for Ranger Services at Cardiff Meadows and Donut Falls.
  - The Brighton Institute is requesting \$2,500, for Brighton Days (See attached request).
  - Wasatch Transit Solution (WATS) \$20,000 for Promoting transit regionally along the Wasatch Front and Back (as presented to Town Council during the May 13, 2025 Council Meeting).

### **General Fund - Fund Balance**

The General Fund can have a fund balance of up to 100% of year-end revenues. Based on the adjusted budgeted revenues in FY 2025, this amount would be \$2,521,000. The actual year-end balance limit must be determined at FY 2025 year-end. By the end of the current fiscal year, the fund balance will surpass the fund balance limit by the end of FY 2025. The original budget recommended a transfer of \$1,750,000 to the CIP fund. However, as staff works with the MSD to verify current fund balances it is recommended in the tentative adjusted budget for a transfer of \$1,600,000. This is shown in the budget document and the CIP budget. This amount will be verified and adjusted, if necessary, by the adoption of the final budget in June 2025. The FY 2026 budget recommends a transfer of \$1.75 million to the CIP.

The fund balance calculation includes actual and anticipated fund balance of funds reserved as part of the MSD budget. Staff will continue to work with the MSD staff to determine the recommended transfers and fund balance numbers before the adoption of the final budget in June. It is anticipated that the amounts shown in the budget will be adjusted.

### **Attachment:**

#### **Attachment:**

- A. Town of Brighton FY 2026 Tentative Budget Resolution
- B. Big Cottonwood Community Council FY 2026 Funding Request
- C. Cottonwood Canyons Foundation FY 2026 Funding Requests
- D. Brighton Institute FY 2026 Funding Request

### **Recommended Motion:**

**I move that we recommend approving resolution 2025-R-05-01, adopting the Tentative Budget for the Town of Brighton, UT for Fiscal Year 2026 and set a time and place for a public hearing on June 10, 2025 at 6:30 PM at Fire Station 108, 6788 S Big Cottonwood Canyon Rd., and electronically via Zoom.**

**BRIGHTON, UTAH**  
**RESOLUTION NO. 2025-R-5-1**

**A RESOLUTION ADOPTING THE TENTATIVE BUDGET FOR THE TOWN OF BRIGHTON, UTAH, FOR THE FISCAL YEAR 2026 BEGINNING JULY 1, 2025 AND ENDING JUNE 30, 2026 AND TO SET A TIME AND PLACE FOR A PUBLIC HEARING ON JUNE 10, 2025 AT 6:30 PM AT FIRE STATION 108, 6788 S BIG COTTONWOOD CANYON ROAD, AND ELECTRONICALLY VIA ZOOM.**

**WHEREAS**, State law requires the filing of a tentative budget for each municipality located within the State of Utah; and

**WHEREAS**, the Brighton Council ("Council") met in a regular session on May 13, 2025, to consider, among other things, adopting a fiscal year 2026 tentative budget; and,

**WHEREAS**, the tentative budget complies with the requirements set out in U.A.C. § 105-107;  
and

**WHEREAS**, the budget shall be reviewed, considered, and tentatively adopted by the governing body and may be amended or revised in such manner as is considered advisable prior to final adoption.

**WHEREAS**, the Council shall set a time and date of June 10, 2025 at 6:30 PM to hold a public hearing concerning the fiscal year 2026 budget and FY 2025 amended budget and will publish public notice of the hearing as the requirements set out in U.A.C. § 105-108; and

**NOW, THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF BRIGHTON, STATE OF UTAH**, as follows:

Section 1. That the Town of Brighton, hereby adopts the following tentative budget for the fiscal year beginning July 1, 2025 and ending June 30, 2026 attached here to as Exhibit 1.

Section 2. The Town of Brighton shall hold a public hearing on June 10, 2025 at 6:30 PM concerning the fiscal year 2026 budget and fiscal year 2025 amended budget and will publish public notice of the hearing at least seven days before the hearing as the requirements set out in U.A.C. § 105-108.

Section 3. That this Resolution shall become effective immediately upon the passage thereof.

**PASSED AND APPROVED** this 13th day of May 2025.

**TOWN OF BRIGHTON**

By: \_\_\_\_\_  
Dan Knopp, Mayor

ATTEST:



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Kara John, Town Clerk

Exhibit 1: Tentative Budget FY ending June 30, 2026 & Adjusted Budget FY ending June 30, 2025

**Town of Brighton**  
**FY 2025 Amended Budget & FY 2026 Tentative Budget**  
For Period Ending June 30, 2025 & June 30, 2026

Account Description	2024 Actual July 1 - June 30	2025 Original Budget July 1 - June 30	2025 Estimated Rev/Exp July 1 - June 30	2025 Budget Variance July 1 - June 30	2025 Adjusted Budget July 1 - June 30	2026 Tentative Budget July 1 - June 30
<b>General Fund</b>						
<b>REVENUES</b>						
Business Licenses	\$ 41,010	\$ 45,000	\$ 45,000	\$ -	\$ 45,000	\$ 45,000
Building Permit	77,078	55,000	55,000	-	55,000	55,000
Sales Tax 1% Local Option	682,050	700,300	686,575	-	700,300	714,000
SB 136 Sales Tax	68,560	70,030	68,779	-	70,030	71,500
Engineering Services	1,870	-	-	-	-	-
Planning Services	28,915	30,000	28,000	-	30,000	30,000
Justice Court Fines/Forfeitures	1,059	3,000	800	-	3,000	3,000
B&C Road Fund Allotment	19,134	16,000	16,000	-	16,000	16,000
Alcohol Tax	4,720	5,000	5,000	-	5,000	5,000
America Rescue Act	-	-	-	-	-	-
Interest Earnings	7,844	5,000	5,000	-	5,000	5,000
Interlocal Revenue (Contributions from GF MSD)	477,150	488,650	470,000	59,000	547,650	834,050
Parking Violations	87,625	50,000	50,000	-	50,000	30,000
Other Revenue	1,825	-	-	-	-	-
Non-Allocatable Resort Communities Sales	1,370,435	1,410,000	1,381,367	-	1,410,000	1,440,000
Non-Allocatable TRT	142,940	150,000	151,444	-	150,000	153,000
Beginning Balance (MSD)	433,000	600,000	625,000	-	600,000	600,000
Beginning Balance RCST & TRT	1,795,999	1,744,374	1,309,374	-	1,744,374	1,704,374
<b>Total Revenues</b>	<b>\$ 3,012,215</b>	<b>\$ 2,822,948</b>	<b>\$ 2,962,965</b>	<b>\$ 59,000</b>	<b>\$ 3,086,980</b>	<b>\$ 3,401,550</b>
<b>EXPENDITURES</b>						
Wages	\$ 128,912	\$ 142,000	\$ 142,000	\$ -	\$ 142,000	\$ 169,200
Employee Benefits	19,217	28,000	25,423	-	28,000	28,000
Social Security Tax	7,993	8,000	6,258	-	8,000	8,000
Medicare	1,869	2,000	1,464	-	2,000	2,000
Awards, Promotional & Meals	103	500	200	-	500	500
Subscriptions/Memberships	9,131	43,000	42,000	-	43,000	43,000
Printing/Publications/Advertising	2,964	3,000	500	-	3,000	3,000
Travel/Mileage	1,053	1,200	1,100	-	1,200	1,200
Office Expense and Supplies	186	2,000	450	-	2,000	2,000
Cell phone and Telephone	691	1,300	1,300	-	1,300	1,300
Attorney-Land Use	-	15,000	-	-	15,000	-
Attorney-Civil	52,450	52,000	67,000	-	52,000	67,000
Training and Seminars	395	2,000	500	-	2,000	2,000
Budget and Auditing	-	3,000	2,000	-	3,000	5,000
Web Page Development/Maintenance	3,126	5,800	3,800	-	5,800	5,800
Payroll Processing etc.	479	2,000	1,000	-	2,000	2,000
Contributions/Special Events	39,000	32,000	32,000	-	32,000	100,000
Insurance	8,353	5,500	5,000	-	5,500	5,500
Workers Comp Insurance	762	3,500	1,500	-	3,500	3,500
Postage	-	-	195	-	-	200
Professional and Technical	38,390	50,000	45,000	-	50,000	50,000
Contracted Services	24,674	20,000	95,000	-	20,000	110,000
SLCo Recorder Services	-	3,850	3,000	-	3,850	3,850
Equipment/Computer Purchases	-	2,000	8,000	-	2,000	3,000
Rent	11,736	11,500	12,000	-	11,500	11,500
UFA Emergency Management	11,449	12,000	9,838	-	12,000	30,000
UFA Fuel Reduction - Urban Interface Fire Prevention	-	30,000	19,876	-	30,000	30,000
Computer Equip/s software	114	3,000	3,000	-	3,000	3,000
Software/Streaming	2,410	2,500	2,500	-	2,500	2,500
Internet Connections	1,898	2,000	2,000	-	2,000	2,000
Alcohol Tax Transfer to UPD	-	5,000	4,720	-	5,000	5,000
America Rescue Act	-	-	-	-	-	-
Lease to Locals Grant Program	-	54,000	12,000	-	54,000	54,000
Water Meter Incentive Program	-	-	-	-	-	80,000
Utilities	-	-	561	-	-	-
USFS Ranger (CCF) - (Brighton Funds)	-	60,000	60,000	-	60,000	60,000
Interlocal to MSD (Transfer to GF MSD)	930,735	910,156	907,294	64,174	974,330	969,500
Trans to Capital Fund (Brighton CIP)	2,000,000	2,100,000	1,100,000	(500,000)	1,600,000	1,750,000
Contribution to Fund Balance MSD (Ending)	404,910	450,000	450,000	150,000	600,000	820,000
Contribution to Fund Balance Brighton (Ending)	1,513,375	(363,059)	432,811	323,059	(40,000)	(157,000)
<b>Total Fund Balance (Ending - No MSD)</b>	<b>1,309,374</b>	<b>2,634,800</b>	<b>2,367,185</b>	<b>500,000</b>	<b>1,704,374</b>	<b>1,547,374</b>
<b>Total Fund Balance (Ending)</b>	<b>\$ 1,714,284</b>	<b>\$ 3,386,948</b>	<b>\$ 2,817,185</b>	<b>\$ 37,232</b>	<b>\$ 2,304,374</b>	<b>\$ 2,367,374</b>
<b>Total Expenditures</b>	<b>\$ 1,298,090</b>	<b>\$ 1,500,006</b>	<b>\$ 1,518,478</b>	<b>\$ 64,174</b>	<b>\$ 1,581,980</b>	<b>\$ 1,863,550</b>
<b>Total Expenditures with End Balance + CIP</b>	<b>\$ 3,216,375</b>	<b>\$ 2,936,948</b>	<b>\$ 3,501,289</b>	<b>\$ 37,232</b>	<b>\$ 3,141,980</b>	<b>\$ 3,456,550</b>

**Town of Brighton**  
**FY 2025 Amended Budget & FY 2026 Tentative Budget**  
For Period Ending June 30, 2025 & June 30, 2026

<u>Account Description</u>	<u>2024 Actual July 1 - June 30</u>	<u>2025 Original Budget July 1 - June 30</u>	<u>2025 Estimated Rev/Exp July 1 - June 30</u>	<u>2025 Budget Variance July 1 - June 30</u>	<u>2025 Adjusted Budget July 1 - June 30</u>	<u>2026 Tentative Budget July 1 - June 30</u>
<b><u>Brighton Capital Improvement Fund - CIP</u></b>						
<b><u>REVENUES</u></b>						
Transfer from General Fund		1,750,000			1,600,000	1,750,000
Carry Forward Unallocated						
Other Rev.						
Grant Rev.						
CIP Balance					3,530,000	
Interest Earnings						
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 1,750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,130,000</b>	<b>\$ 1,750,000</b>
<b><u>EXPENDITURES</u></b>						
Trails Master Plan				-	10,000	
Trail Improvements		500,000			500,000	
Property Acquisition					100,000	
Facility Improvements		250,000			450,000	
Infrastructure Improvement Projects		1,000,000			3,550,000	
Wayfinding and Signage					20,000	
Asset Management						
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 1,750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,630,000</b>	<b>\$ -</b>
<b>Unallocated or Capital Carry Forward</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 1,750,000</b>



**2025 Budget Request to Town of Brighton  
from  
Big Cottonwood Community Council**

	<b>Amount Requested for 2025</b>	<b>Amount Spent in 2024</b>
<b>Adopt-A-Trail</b>	<b>\$2500.00</b>	<b>\$2500.00</b>
Cottonwood Canyons Foundation sponsors an annual Adopt-A-Trail Program which maintains popular local trails. BCCA would like to support the Butler Fork Trail again in 2024.		
<b>4<sup>th</sup> of July Event</b>	<b>\$3000.00</b>	<b>\$3958.55</b>
Big Cottonwood Community Council sponsors the July 4 <sup>th</sup> celebration in Brighton, which includes a breakfast for approximately 700 people and a parade. Hundreds more come to the parade. BCCA offers a free breakfast to breakfast volunteers, UFA, UPD. Also we would like to offer \$300 to the SkiMo team to help with table and chair set-up.		
<b>Administrative Costs</b>		
Costs include ACCT and Utah Neighborhood dues (\$40), business license (\$10), Zoom (\$130), Website (\$180)	<b>\$ 500.00</b>	<b>\$ 360.00</b>
<b>Insurance Costs</b>		
BCCA and all other community Councils have always had D&O and Event Liability insurance through Beehive Insurance. It was funded as a block grant for community councils by SL County. The SL County Council is now requiring that the MSD show the actual amount for each community council as a line item in the town budget and the MSD budget. This is new this year.	<b>\$2,700.00</b>	<b>-0-</b>
<b>TOTAL REQUEST</b>	<b>\$8,700.00</b>	<b>\$6,818.55</b>

Thank you for your support of Big Cottonwood Canyon Community Council  
See the BCCA Annual Report below:

# Big Cottonwood Community Council

## Annual Report 2024



### INCOME

- \$5,000 from the Town of Brighton for administrative and project purposes.

### FUNDED PROJECTS

- \$2,500 to the Cottonwood Canyons Foundation to Adopt the Butler Fork Trail.
- \$3,958.55 for 4<sup>th</sup> of July Expenses
- \$360.00 Administrative Expenses
- TOTAL EXPENDITURES \$6,818.55

### SERVICE PROJECTS

- **4th of July Breakfast and Parade.** Cost \$3,958.55. 450 people were served breakfast, with many more in the parade (Thanks Kim Doyle, Carolyn Keigley, Bryan Luftglass, Kathy Anderson, Sarah Cookler, Mike Doyle, Dan Knopp, Kara John, Lisa Sommer, Jane Martain, UFA and UPD!)
- **Chipper Days.** 110 families signed up for Chipper Days, representing 1,550 hours contributed by local homeowners for a value of \$42,625. That amount will be used as in-kind match for next year's grant (1,550 hrs. x \$27.50 volunteer hour value). Thanks to Jane Martain for wrangling this project.
- **Adopt-A-Highway** The 37<sup>th</sup> year of this project was coordinated by Tom Loken.
- **Fuels Reduction Project.** 105 families are enlisted for the Fuels Reduction Project being run by UFA. Crew members visit with homeowners to decide which trees and brush need attention, and then they perform the work on-site. 37 properties were completed in 2022, 11 properties in 2023, 12 properties in 2024. 45 properties remain. All families commented about the outstanding work done by UFA.
- **Firewise Community.** Hosted an Annual Firewise Community meeting in May. It was a Chili Supper at the Fire Station with UFA and State officials as speakers. Posted 2 Firewise Community signs along the highway.

### 2025 GOALS & SUGGESTIONS

- Continue Fuel Mitigation projects (Chipper Days and Fuel Reduction Project).
- Advocate for buried electric lines in canyon communities.
- Promote improved fiber and internet connections.
- Encourage the installation of improved restrooms at Cardiff Fork.
- Continue to support USFS Trails Master Plan for Natural Surface Trails in the canyon.

### OTHER

- Current BCCA Finances. Checking \$544.73; Savings \$30,824.74.
- Meetings are the 2<sup>nd</sup> Monday of the month at 7 pm, on Zoom.
- Website: <http://www.bigcottonwood.org/>

## **Proposal for Funding: Town of Brighton**

The following proposal outlines a plan to mitigate invasive species populations and complete restoration in the Town of Brighton and upper Big Cottonwood Canyon, and a request for funding of \$15,000 to support these efforts. The Cottonwood Canyons Foundation Plant Stewardship Program is equipped with the expertise and skills necessary to manage invasive weeds and promote biodiversity – in turn facilitating a resilient and healthy ecosystem at Brighton and upper Big Cottonwood Canyon.

## **Organizational Background and Personnel**

Founded in 1999, Cottonwood Canyons Foundation (“CCF”) works to support the environment of the Cottonwood Canyons through stewardship and education. The stewardship efforts of the Foundation are structured around a Trails Program and a Plant Stewardship program. The Plant Stewardship program focuses on Early Detection Rapid Response (EDRR) techniques in the tri-canyons to mitigate noxious weed populations on public lands for the benefit of all visitors, but especially Town of Brighton residents who access the tri-canyon areas on a regular basis.

The CCF field season spans from May to October, during which the CCF Plants Crew is hard at work tracking and removing invasive weeds, hosting volunteer days, and establishing restoration sites throughout the tri-canyons. The Plants Crew consists of the Plants Stewardship Director, Ella Abelli-Amen, two crew leads, and two-three (dependent on funding) crew members. The team’s expertise includes formal training and experience in field botany, ecology, GIS, horticulture, and teaching, as well as proven ability to manage invasives, implement restoration, lead volunteer groups, and utilize GIS software for real-world applications. With the help of volunteers and collaborative efforts with our partners, this team is able to make a substantial impact in the tri-canyons.

During the 2024 field season, the Plant Stewardship Crew focused many days of work around the Town of Brighton and especially at Silver Lake. Working closely with the Forest Service and Trails Utah, CCF completed restoration following the construction of the boardwalk and natural surfaces trail. The CCF Plants Crew planted seedlings: smallwing sedge, serviceberry, penstemon, fireweed, everywhere aster, and pearly everlasting as well as seeds: Baltic rush, Nuttall alkaligrass, Small wing sedge, and Yarrow. CCF hosted several impactful volunteer events at Silver Lake to complete this work.

Invasive weeds pose an urgent and ongoing threat to the environmental health of Big Cottonwood Canyon and the greater critical watershed for the Salt Lake valley. A plant is classified as an invasive weed if it has been newly introduced to a given ecosystem and is causing environmental, economic, or human harm. Invasive weed seeds are often unintentionally transported via clothing, tires, shoes, machinery, etc. Once an invasive species is established in a new area, seeds are also dispersed naturally by wind, wildlife, or run-off. Invasive weeds can cause disruption of habitat, changes to soil composition, degradation of



water quality, increased risk of catastrophic wildfire, and loss of biodiversity. All of these changes can dramatically impact the critical watershed of Big and Little Cottonwood Canyons, which supplies up to 60% of drinking water for Salt Lake City. Invasive weeds spread aggressively and rapidly by nature. If unchecked, they can quickly become the dominant species of an ecosystem, out-competing native species like many of our world-renowned native wildflowers. With less biodiversity (or fewer species), an ecosystem is at a higher risk of collapse when faced with threats such as disease, wildfire, or climate change. Invasive weeds thrive in areas of disturbed soil and infrastructural development such as roadsides, parking lots, trailheads, and ski areas. As noted in the ArcGIS data collected and diligently monitored by CCF each year, there are several areas of particular concern in upper BCC and the Town of Brighton that must be carefully managed each year.

1. The area around **South Brighton Loop Road** has historically hosted many species of invasive weeds and now CCF's management is paying off. These populations are shrinking in both acres and density.



- Oxeye Daisy, *Leucanthemum vulgare*, is one of the only State listed Class 1B noxious weeds in the Tri-canyons and there is a population inside the Brighton Loop Road. Originally introduced in the horticulture trade, it was planted as a backdrop for wedding photography at some of the ski resorts. If not controlled properly, it can grow so densely that it excludes native vegetation and is of extremely high priority for management. Unfortunately, oxeye daisy is very difficult to eradicate: a combination of digging up roots, mowing, and herbicide is required which is time and labor intensive.



- Phragmites, *Phragmites australis*, a state listed Class 3 noxious weed, which occurs across from the bus station at Brighton Center, in the low-lying wetland area. This species is of particular threat to the upper Big Cottonwood area because it creates dense patches that are spread by rhizomes and seed. They can be 15 ft tall and exclude all other vegetation. In lowland areas where phragmites has spread without management, it has completely taken over entire areas. Given its proximity to water, it cannot be sprayed with herbicides and will need to be managed by weed whacking.



(This photo is from Snowbird but shows our crew using a weed whacker to treat phragmites. This is the same treatment method used on the phragmites in the Brighton loop wetland area)

2. **Cardiff boardwalk and Silver Lake Boardwalk** have been under construction and experienced a lot of human disturbance in the last few years, which makes them vulnerable to invasive species. The CCF Plants Crew has been hard at work managing invasives and planting native wildflowers in these areas but much more restoration effort is needed in the years to come.





### **Important Updates in Upper Big Cottonwood Canyon:**

Eurasian water milfoil: CCF found a species of milfoil up at Silver Lake this summer. There is a native, and a highly invasive species. We had Sage Fitch from the Salt Lake County Weed and Noxious weed program and Britney Duncan from Invasive Species Management come out to identify which species we have and LUCKILY it is native. CCF hopes to increase education about prevention because if this species was spread by fishermen or boats, we would not be able to remove it with herbicide.



Replacing interpretive signs around Silver Lake: The sign bases that hold up the interpretive signs are old and some have been disturbed by the boardwalk construction. CCF is working with the SLRD and SLCPU to replace the sign bases.

### **Program Scope of Work:**

The CCF Plant Stewardship Program surveys and mitigates the following invasive species: garlic mustard, oxeye daisy, scotch thistle, Canada thistle, musk thistle, spotted knapweed, myrtle and leafy spurge, dalmatian and yellow toadflax, houndstongue, dyer's woad, common mullein, phragmites, yellow sweet clover, and others. The CCF Plants Crew will scout every official trail, campground, picnic area, and ski area in BCC, LCC, and Millcreek Canyon and prioritize mitigation measures based on species, location, and impact. Using a combination of mechanical control (hand pulling, weed wacking, and mowing) and chemical control (using watershed approved herbicides that have proven effective on each species), invasive species will be systematically eradicated or managed. All weed populations will be carefully mapped using the ArcGIS Collector App, so that mitigation effectiveness can be tracked over time. In 2024, the CCF Plants Crew will implement a new ArcGIS mapping program in partnership with the Salt Lake City Public Utilities, allowing for more rigorous tracking, planning, and analysis of disturbances, invasive populations, and restoration throughout the canyons.

In addition, CCF will plant approximately 1,000 native seedlings within restoration sites across Big Cottonwood Canyon, Little Cottonwood Canyon, and Millcreek Canyon. CCF is continuing a restoration survival study in 2025 to assess how watering and time of year planted impact plant survival and overall restoration effectiveness. This scientific study will allow CCF and other partners in the canyons who participate in restoration via planting wildflower seedlings to maximize the positive impact and effectiveness of restoration efforts.

*Support from the Town of Brighton will significantly impact the ability of CCF to accomplish the objectives described above. CCF is extremely grateful to the Town of Brighton for its past support and looks forward to collaborating for years to come.*

# TOWN OF BRIGHTON PROPOSAL

## January 14, 2025 - Silver Lake Staffing



### HISTORY

Founded in 1999 as a joint partnership between the Salt Lake City Public Utilities – Watershed Division and the Salt Lake Ranger District of the Uintah Wasatch Cache National Forest, the Cottonwood Canyons Foundation provides watershed protection in the Town of Brighton through stewardship and education. Since its inception, CCF has provided interpretive naturalist education at the Silver Lake Visitor Center through an Interpretive Agreement with the US Forest Service.

### REQUEST

CCF is requesting a grant from the Town of Brighton for \$15,000 to support its Summer Naturalist Program for 2025. This program is directly funded by a grant from the Lyon Family Foundation, and indirectly funded by the National Forest Foundation, and through generous in-kind donations from Solitude, Brighton, Alta and Snowbird.

### SUMMER NATURALIST PROGRAM

Through the Interpretive Agreement, CCF is responsible for providing the only full-time staffing at the Silver Lake Visitor Center, and Silver Lake, in general. It is estimated that the Silver Lake area receives over 160,000 visitors per year. The Forest Service provides Park Rangers who supervise the Program, but the Rangers responsibilities include enforcement and interpretive needs across Big and Little Cottonwood Canyons, and Mill Creek Canyon. CCF staffs the Visitor Center seven days a week and all holidays from Memorial Day until the end of September.



CCF Naturalists provide the following services to the community:

- Informing visitors of hiking, fishing, swimming and recreating options in the area
- Staffing the Junior Ranger Program, providing backpacks and ranger books to children of all ages
- Providing assistance when emergencies occur and soliciting emergency personnel services
- Providing visitors with tourist information such as restaurant and lodging options
- Informing visitors of current conditions and alerts as relates to weather and closures
- Providing interpretive education to all guests through hands-on activities
- Removing trash from the parking lot; performing daily trash sweeps of the trail and surrounding areas
- Removing trash from outside trash bins several times daily
- Cleaning the Silver Lake Visitor Center and Visitor Center restrooms daily
- Monitoring the outside restrooms for cleanliness, stocking toilet paper and removing garbage daily (these are cleaned by the contractor)
- Providing interpretive naturalist tours to groups varying in size from 2 - 60 visitors
- Selling the REA parking passes and explaining parking fees to visitors; selling educational merchandise
- Telephone service; the CCF Executive Director answers calls for Silver Lake seven days a week
- Hosting the Wasatch Wildflower Festival at Brighton and Solitude, and Canyons Kids' Days at Solitude

### BUDGET

Wages and benefits for Summer Naturalists	\$54,090
Wages and benefits for Education Director (pro rata)	\$30,856
Program expenses, curricula aides, supplies, maintenance costs	<u>\$7,000</u>
Total	\$91,946

# 2025 Park Rangers for Brighton, UT and Big Cottonwood Canyon

## Description of the project

This collection agreement is intended to allow the Uinta-Wasatch-Cache National Forest, Salt Lake Ranger District (USFS) to collect funds from the Town of Brighton for the funding of Forest Service employees to staff the Cardiff Meadows and Donut Falls area in Big Cottonwood Canyon. The number of employees, GS level (equivalent), and days present will be commensurate with the amount of funds collected through this agreement. Funds will pay for Park Rangers (former FS Forest Rangers who are temporarily employed by the Cottonwood Canyons Foundation as non-FPO rangers and are supervised by FS employees.

These Rangers will:

- Educate visitors on stewardship, resource protection, watershed health, and Forest Service regulations.
- Work towards gaining compliance with regulations to improve natural resource health.
- Develop and deliver educational programming
- Lead volunteers in education and restoration activities.
- Perform maintenance on infrastructure associated with visitor management, particularly signs and fencing.
- Recreation REA fee collection work is NOT paid for out of this Agreement

## Location

Town of Brighton, Big Cottonwood Canyon, Utah

Funding from the Town of Brighton will focus on Cardiff Meadows, Donut falls, Willow Lake, and Silver Lake. Funding from the Forest Service (including in partnership with Salt Lake City Dept of Public Utilities) will allow for additional attention to trails and high-use areas within Big Cottonwood Canyon.

## Responsibilities

- Rove locations described above on foot, bike, or by vehicle and proactively engage visitors
- Establish focal points for interpretive education, including tents and tables with natural history objects and forest information
- Actively focus on environmental education through interpretation of the following subjects: natural resource protection, responsible recreation, protected watershed regulations, National Forest regulations, and recreation options
- Track visitor engagements and other cumulating statistics per community and agency needs
- Communicate regularly with Town of Brighton, Watershed Rangers, or UPD as needed
- Implement applicable federal regulations
- Assist with maintaining public restrooms if needed
- Assist with pre-operation trail preparations for public (i.e. placing trails signs and fencing)

**Cost**

\$60,000 from Town of Brighton

**Deliverables to be received** (outcome)

Tracking sheet with daily and overall statistics. Stats should include minimally the following:

- Total number of people engaged and topics
- Total number and type of infractions delivered to public (including warnings)
- Daily log of area/trails covered
- End of the season short summary of notes or comments on pros, cons, suggestions, and observations of summer program, trails, signs, visitor comments, etc.

**Schedule**

- Two GS-5/6/7 (equivalent) employees - 4 10-hour days per week, Friday-Monday for the full time, or schedule as needed. May 5, 2025 - October, 2025.

Any funds remaining will be carried over to be used in the 2026 season.





## 2025 BUDGET REQUEST TO TOWN OF BRIGHTON FROM THE BRIGHTON INSTITUTE

### ▪ BRIGHTON DAYS

The 4th Annual Brighton Days Event will host 20 non-profit booths, and be conducted in cooperation with Cottonwood Canyons Foundation's Wildflower Festival. Food Service will be provided by Brighton Resort. In 2024 there were over 1000 people who wandered through the tables and tents.

#### **Brighton Institute Projected Expenses**

Rental of Tables and Chairs	\$ 900.00
Music	\$ 400.00
Volunteer Lunches	\$ 800.00
BI Supplies	\$ 400.00
<b>Total</b>	<b>\$2,500.00</b>

Thank you for your support of The Brighton Institute.



# BRIGHTON INSTITUTE

## Annual Report 2024

### BRIGHTON INSTITUTE

**Trustees:** Don Despain, Carolyn Keigley, Laura Bossard, Bryan Luftglass, Donna Conway, Dena Hull, Eli Lovett, Nick Siekowski, Kim Doyle, Barbara Cameron

**Mission Statement:** The purpose of this 501(c)3 corporation is to promote learning opportunities in the sciences, arts and humanities for Big Cottonwood Canyon and the surrounding community, and to enhance understanding of the uniqueness of this area and improve the quality of life for the locals.

### 2024 Income

- \$5,500 from the Town of Brighton for administrative and program purposes.
- \$450 from the Revel Marathon to the Brighton Institute.

### 2024 Expenses

- \$ 500.00 to the BI Lecture Series
- \$1,977.34 for Brighton Day expenses

### 2024 Accomplishments

- **4th of July Breakfast and Parade.** Brighton Institute volunteers staffed the parade, BI tent, and helped with set-up.
- **Brighton Days** Cost \$1,977.34 - Sponsored by Brighton Institute on July 13 and 14 in conjunction with the Wasatch Wildflower Festival. About 1,100 people attended each day. There were environmental tents, natural and cultural history tents, UFA and UPD tents.
- **Arts and Science Lecture Series.** The Brighton Institute Lecture Series included Avalanches in the Wasatch, Ski Wax Clinic, 5 Open Mike Nights, Shoshone Chief Darren Perry-Indigenous Peoples History in the Canyon, Drawing Class.
- **Website.** Maintained a website with historical info and details about year-round activities.

### HISTORY COMMITTEE

**Committee Members:** Jolene Despain (president), Brooke Derr, Steve Jorgensen, Kara John, Kim Johnson, Barbara Cameron

**Mission Statement:** The Big Cottonwood Canyon Historical Society strives to honor, collect, preserve, and share the natural and cultural history of Big Cottonwood Canyon in order to provide a sense of place and public involvement that will promote stewardship and appreciation of this canyon.

### 2024 Accomplishments

- Updated Collections and Finding Aids
- Compiled a Historical Driving Tour of the Lower Canyon
- Hired an intern to research photo collections at Marriott Library, Utah Historical Society, and Utah State University
- Provided two articles for the Town of Brighton Newsletter: Knudsen's Corner-the Beginning of Big Cottonwood Canyon Road and The Old Brighton Stage Line.

**TOWN OF BRIGHTON, UTAH**

**RESOLUTION NO. 2025-R-5-1**

**A RESOLUTION APPOINTING \_\_\_\_\_ AS TOWN COUNCIL MEMBER TO SERVE AS TOWN OF BRIGHTON'S ALTERNATE REPRESENTATIVE ON THE GREATER SALT LAKE MUNICIPAL SERVICES DISTRICT BOARD OF TRUSTEES**

**WHEREAS**, TOWN OF BRIGHTON (hereafter "Brighton") is a member entity of the Greater Salt Lake Municipal Services District (the "MSD"); and

**WHEREAS**, during the 2025 legislative session, the Utah Legislature passed S.B. 314, which authorizes the appointment of an alternate member of the municipal services district board of trustees to serve in the place of the regular board member during any period of time the regular board member is unable to attend, effective May 7, 2025; and

**WHEREAS**, in accordance with Section 17B-2a-1106(2)(c) the Brighton Council (the "Council") is authorized to appoint an alternate member to the MSD Board of Trustees to act in the absence of the regularly appointed MSD Board Member; and

**WHEREAS**, the Council desires to appoint Council Member \_\_\_\_\_ to serve as Brighton's alternate representative on the MSD Board of Trustees.

**NOW, THEREFORE, BE IT RESOLVED BY THE BRIGHTON COUNCIL EFFECTIVE IMMEDIATELY**, the Brighton Town Council hereby appoints Council Member \_\_\_\_\_ as Brighton's alternate representative on the MSD Board of Trustees.

**ADOPTED AND APPROVED** at a duly called meeting of the Brighton Town Council on this 13th day of May, 2025.

By: \_\_\_\_\_  
Dan Knopp, Mayor

ATTEST:

Approved as to form:

\_\_\_\_\_  
Kara John,  
Brighton Town Clerk/Recorder

\_\_\_\_\_  
Polly McLean  
Town Attorney

VOTING:

Mayor Dan Knopp \_\_\_\_\_  
Council Member Jeff Bossard \_\_\_\_\_  
Council Member Lise Brunhart \_\_\_\_\_  
Council Member Keith Zuspan \_\_\_\_\_  
Council Member Carolyn Keigley \_\_\_\_\_