



## SYRACUSE CITY

### Syracuse City Council/Redevelopment Agency Joint Work Session Agenda

**July 22, 2025 – 6:00 p.m.**

In-Person Location: Syracuse City Hall, 1979 W. 1900 S.

Electronic Via [Zoom](#)

Connect via telephone: +1-301-715-8592 US, meeting ID: 850 0158 5964

Streamed on Syracuse City [YouTube Channel](#)

- a. Meeting called to order.
- b. Public Comment: This is an opportunity to address the Council regarding your concerns or ideas. Please limit your comments to three minutes. *(Individuals wishing to provide public comment may do so via email to City Recorder Cassie Brown, [cassieb@syracuseut.gov](mailto:cassieb@syracuseut.gov), by 4:00 p.m. on July 22, 2025. Comments submitted by the deadline will be read for the record of the meeting.)*
- c. Planning items:
  1. Recommendation from Planning Commission; General Plan amendment from medium density residential to commercial, and zone change application R-1 to GC, 3400 W. 1700 S. (10 min.)
  2. Continued discussion/review of City Land Rental/Lease Policies. (15 min.)
  3. Continued discussion - request for consideration of lease of City property for a mobile food operation operated by Amanda and Michael Hildebrand. (10 min.)
- d. Items involving the Utah Department of Transportation (UDOT)
  1. Continued discussion - proposed amendments to Syracuse Municipal Code Section 11.20 pertaining to enforcement of parking regulations on State-owned properties. (10 min.)
- e. Review and discussion of types of permits required in Syracuse City and consideration of proposal to impose a fee for working performed without a permit. (15 min.)
- f. Discussion regarding code enforcement ordinances related to business landscaping maintenance standards.(15 min.)
- g. Discussion regarding proposed amendments to the Syracuse City budget for the Fiscal Year (FY) ending June 30, 2026. (10 min.)
- h. Consideration of use of Redevelopment Agency (RDA) funding to widen 1000 West near Antelope Drive. (15 min.)
- i. Adjourn.

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In compliance with the Americans Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the City Offices at 801-825-1477 at least 48 hours in advance of the meeting.

#### CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Syracuse City limits on this 17<sup>th</sup> day of July 2025 at Syracuse City Hall on the City Hall Notice Board and at <http://www.syracuseut.gov/>. A copy was also provided to the Standard-Examiner on July 17, 2025.

CASSIE Z. BROWN, MMC  
SYRACUSE CITY RECORDER



# COUNCIL AGENDA

July 22, 2025

Agenda item "c.1"

## Proposed General Plan and Zoning Map Amendment

### *Summary*

The city has received Rezone and General Plan Map Amendment applications from Rick Peterson of FSP10 Sunquest 2, LLC for approximately 1.882 acres located approximately 3400 W 1700 S. The request includes two parcels. The land is owned by FSP10 Sunquest 2 LLC. The applicant provided the following reasons for the requested change: "Rezone to General Commercial to develop a retail center."

### *Context*

The property is located west of the Glen Eagle Golf Course Club House. The property includes a single family home. The south edge of the property has frontage on 1700 S/ Antelope Drive/ SR 127 which is a UDOT state highway. The east edge of the property is an open field and the west is another single family home. Land use to the north of the property is the first hole of Glen Eagle Golf Course. South of the property is a large lot single family residential subdivision named Ranchettes West.

### *Zoning*

The current zoning on the parcels is R-1 residential. The R-1 zone is a single family zone that allows 2.3 units per acre and a minimum lot size of 12,000 sf. Zoning to the east is already GC. Zoning to the west is R-1. Zoning to the south is R-1 and Neighborhood Services.

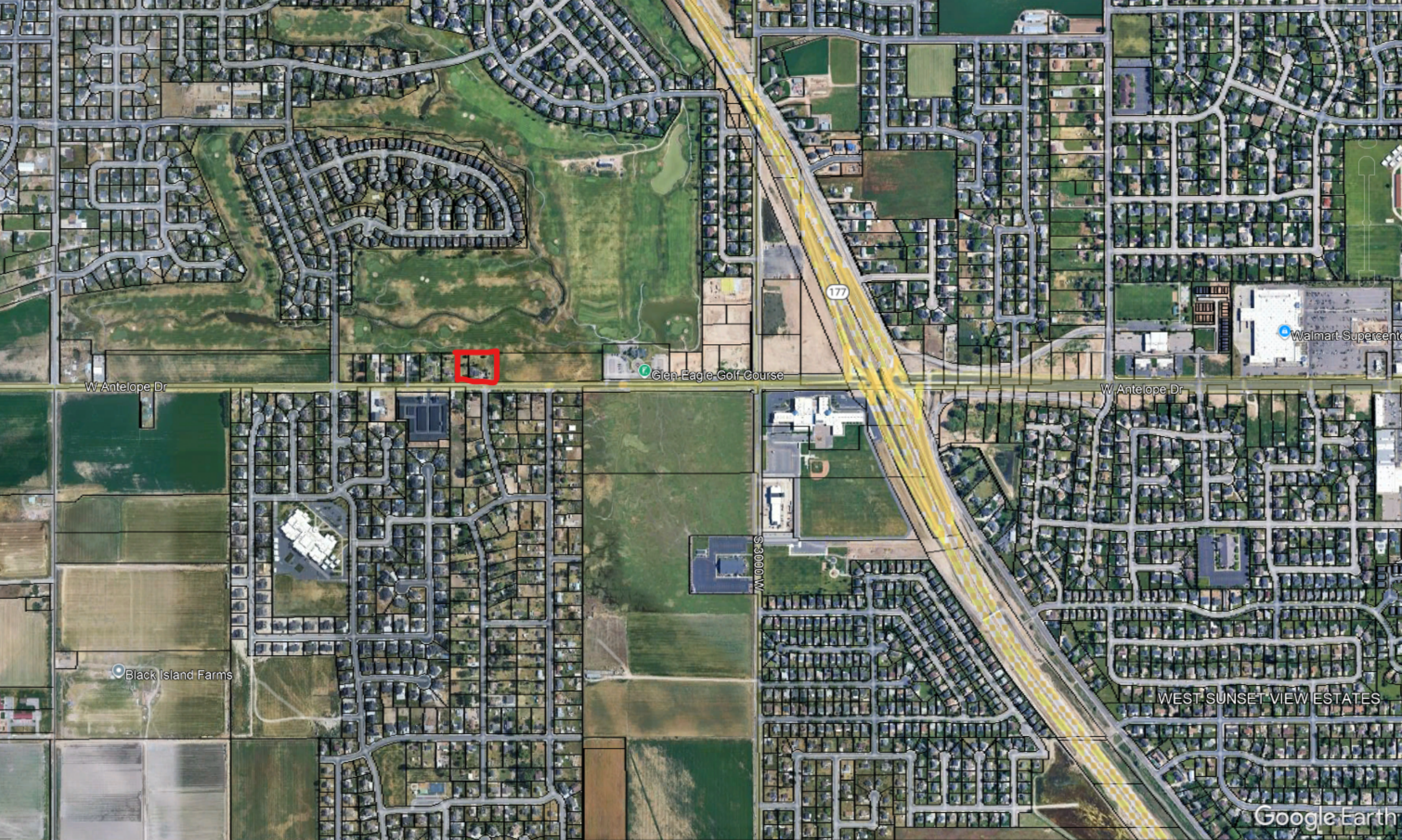
### *General Plan*

The property is general planned for "Medium Density Residential". General Plan to the north is low density residential. General Plan to the south is low density residential/commercial. General Plan to the east is commercial. General Plan to the west is medium density residential. The requested zoning of GC is not consistent with the general plan as it currently sits. The applicant has applied to amend the General Plan to Commercial which if granted, would then make the zoning congruent with the general plan.

### *Process*

As explained in 10.20.070 (D)(3-4), Planning Commission is the advisory body to the City Council for zoning and General Plan map amendments. The Planning Commission is required to hold a public hearing and forward a recommendation to approve, approve with modifications, or deny the request. The Planning Commission held a public hearing on 7/1/25 and forwarded a recommendation to approve with a vote of 4-1. The City Council will then review the recommendation and make a decision. During the public meeting the City Council can approve, approve with modifications, or deny the proposal. 10.20.070 (E) explains that amendments to the zoning map are matters of legislative discretion by the City Council after considering if the application would be harmonious with the overall character of the existing development, the extent to which it may adversely affect adjacent property, and the adequacy of facilities and services intended to serve the subject property, including but not limited to roadways, parks and recreation facilities, police and fire protection, schools, storm water drainage systems, water supplies, and waste water and refuse collection.





W Antelope Dr

Glen Eagle Golf Course

Walmart Supercenter

W Antelope Dr

S 3000 W

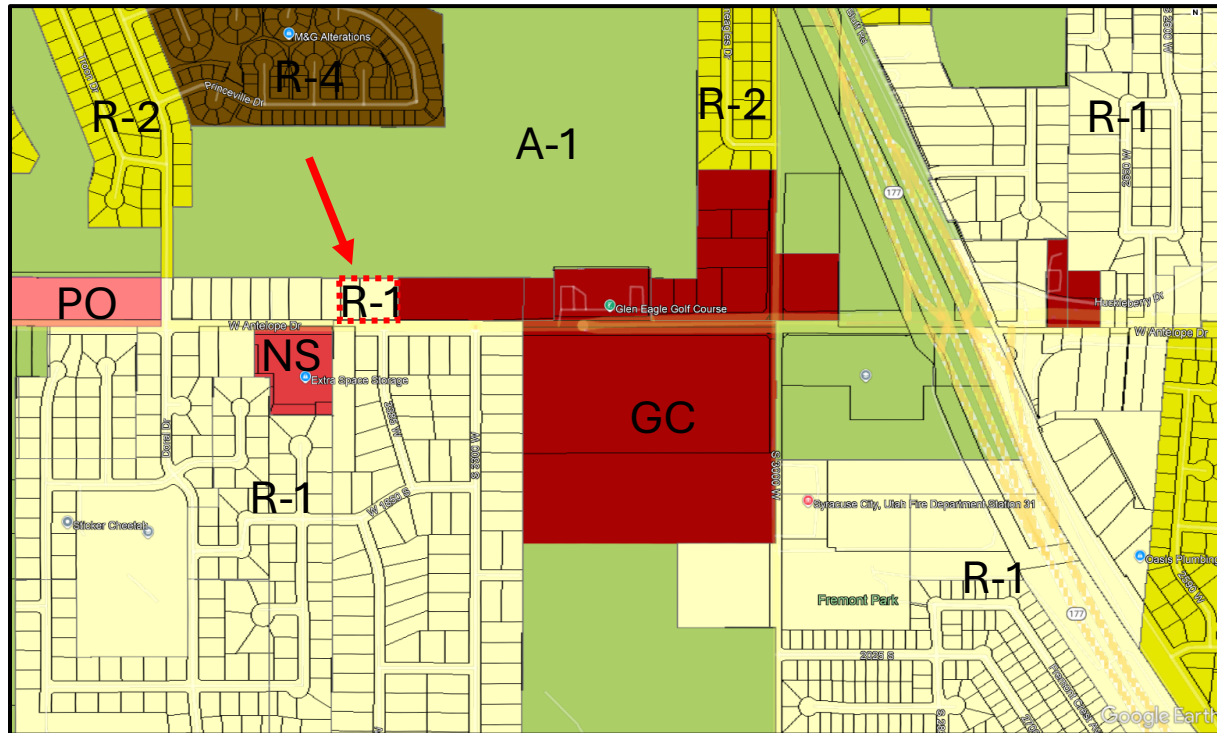
Black Island Farms

WEST SUNSET VIEW ESTATES

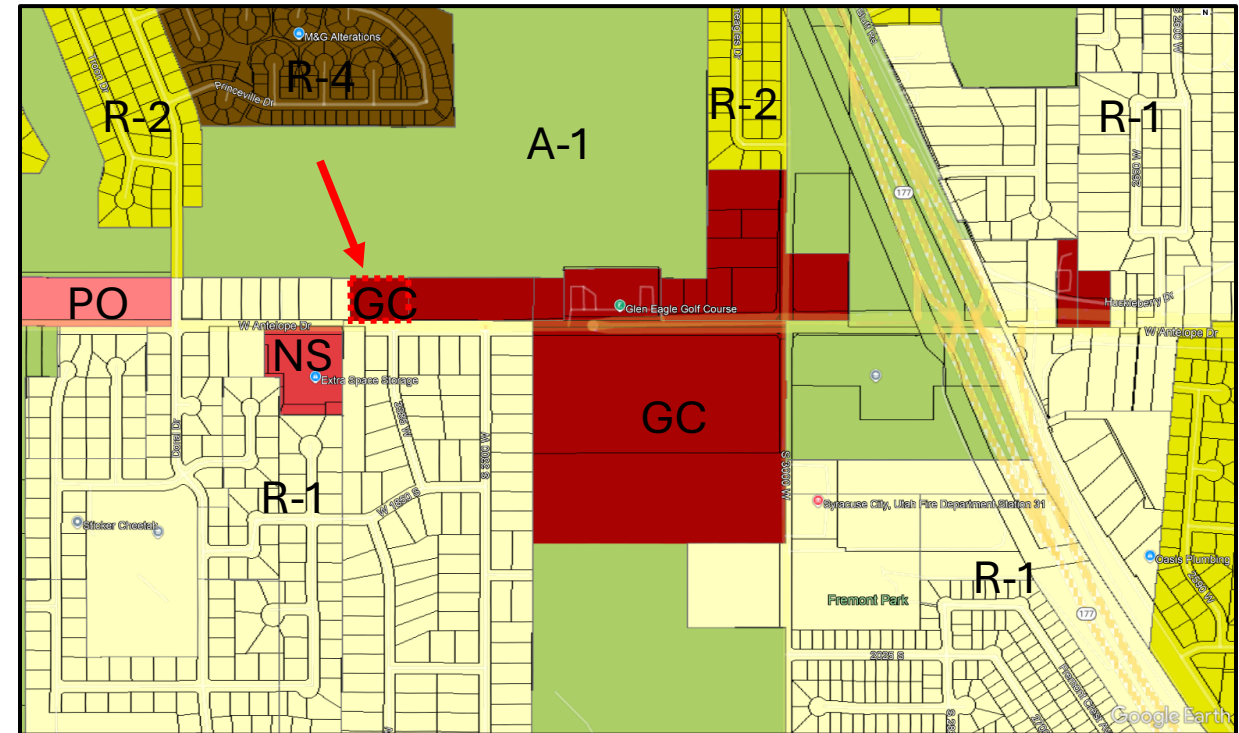
Google Earth



Existing Zoning (R-1)

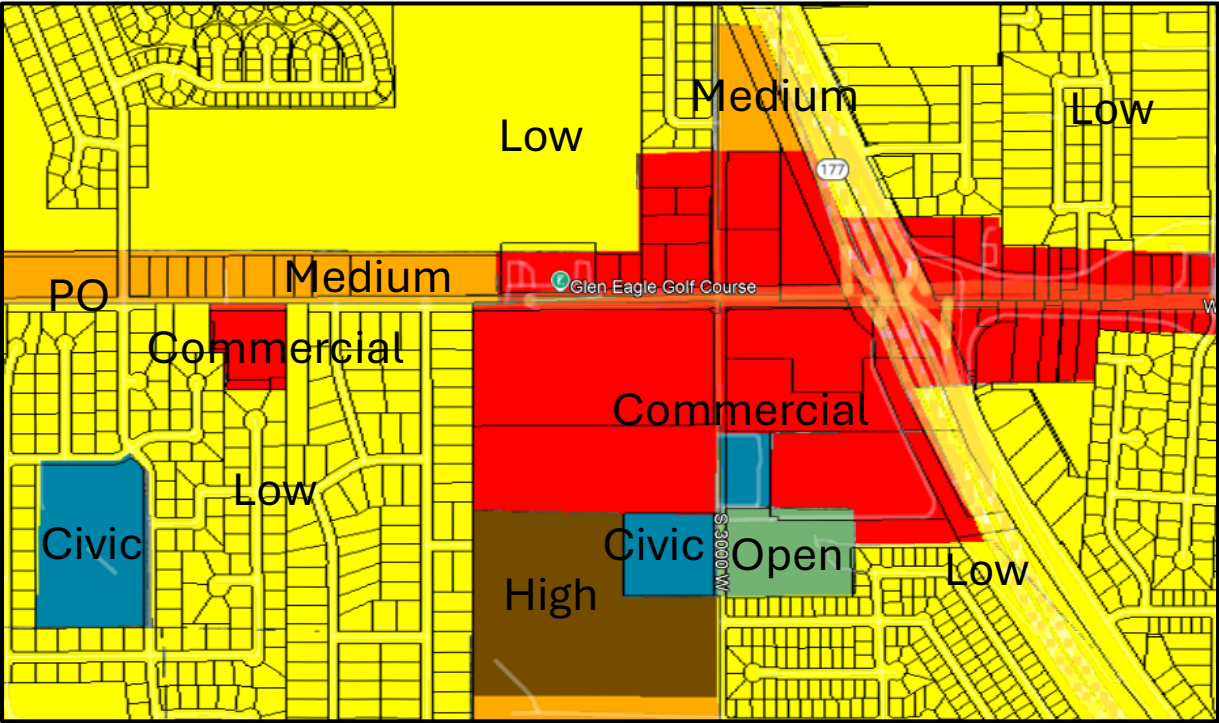


Proposed Zoning (GC)

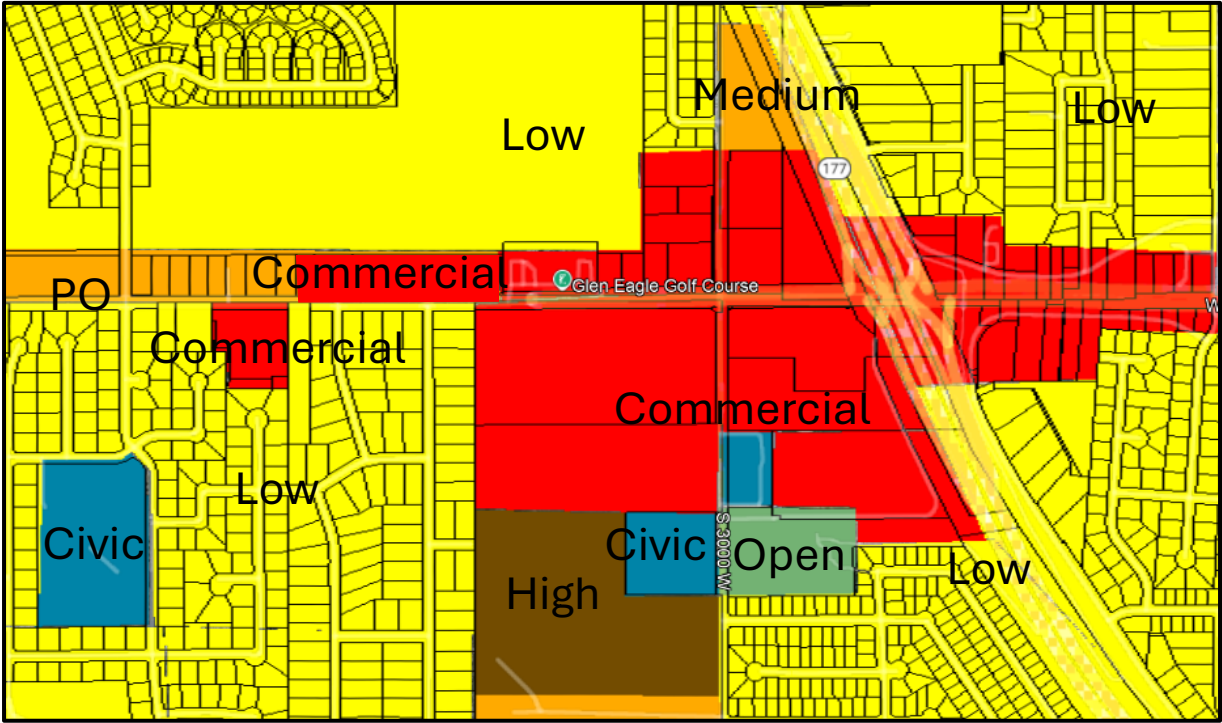




Existing General Plan Map (Medium Density Residential)



Proposed General Plan Map (Commercial)







# COUNCIL AGENDA

June 22, 2025

## Agenda Item “c.2” Evaluation of Leasing Portions of City Property to Small Vendors

### Purpose

This memo provides a comprehensive analysis of the City’s practice of leasing small portions of parking lots to private vendors. It includes:

- Financial outcomes from three existing City lease arrangements,
- Market rate comparisons to similar private-sector leases,
- Operational and liability concerns, and
- A sub-issue relating to occasional businesses operated by young entrepreneurs under Utah law.

This information is intended to help the City Council determine whether these leasing activities should be continued, modified, or discontinued.

### 1. Current City Lease Arrangements

#### Bluff Ridge Park – Under the Boardwalk Shaved Ice

| <u>Cost Category</u>          | <u>Charged to Lessee<br/>(per month)</u> | <u>Estimated Monthly<br/>Cost to City</u> | <u>Notes</u>                    |
|-------------------------------|------------------------------------------|-------------------------------------------|---------------------------------|
| Parking (5 stalls,<br>900 sf) | \$0                                      | Included                                  | Public stalls used              |
| Shack & Freezers<br>(360 sf)  | \$250                                    | \$600                                     | \$20/SF/YR retail<br>equivalent |
| Power<br>(AC/lights/freezer)  | \$0                                      | \$100                                     | City utilities                  |



|                                       |                      |                     |                                     |
|---------------------------------------|----------------------|---------------------|-------------------------------------|
| Restrooms<br>(supplies &<br>cleaning) | \$0                  | \$150               | City restrooms                      |
| Dumpster                              | \$0                  | \$85                | Monthly service                     |
| Admin staff time                      | \$0                  | \$100               | Licensing/oversight                 |
| <b>Total</b>                          | <b>\$250 revenue</b> | <b>\$1,035 cost</b> | <b>Net subsidy:<br/>\$785/month</b> |

#### **Founder's Park – Dragon Dynamite Fireworks**

| <u>Cost Category</u>            | <u>Charged to Lessee<br/>(per month)</u> | <u>Estimated Monthly<br/>Cost to City</u> | <u>Notes</u>                          |
|---------------------------------|------------------------------------------|-------------------------------------------|---------------------------------------|
| Parking (5 stalls,<br>900 sf)   | \$0                                      | Included                                  | Public stalls used                    |
| Tent & Containers<br>(2,160 sf) | \$1,000                                  | \$3,600                                   | \$20/SF/YR retail<br>equivalent       |
| Power                           | Own generator                            | \$0                                       | No City power used                    |
| Restrooms                       | \$0                                      | \$0                                       | Not provided                          |
| Dumpster                        | \$0                                      | \$0                                       | Not provided                          |
| Admin staff time                | \$0                                      | \$200                                     | Licensing/oversight                   |
| <b>Total</b>                    | <b>\$1,000 revenue</b>                   | <b>\$3,800 cost</b>                       | <b>Net subsidy:<br/>\$2,800/month</b> |

#### **Museum Parking Lot – Snowie Shaved Ice (2024)**

| <u>Cost Category</u>          | <u>Charged to Lessee<br/>(per month)</u> | <u>Estimated Monthly<br/>Cost to City</u> | <u>Notes</u>                    |
|-------------------------------|------------------------------------------|-------------------------------------------|---------------------------------|
| Parking (2 stalls,<br>360 sf) | \$0                                      | Included                                  | Public stalls used              |
| Shack & Freezers<br>(360 sf)  | Unknown<br>(museum)                      | \$600                                     | \$20/SF/YR retail<br>equivalent |
| Power                         | Own generator                            | \$0                                       | No City power used              |



|                                       |            |                   |                           |
|---------------------------------------|------------|-------------------|---------------------------|
| Restrooms<br>(supplies &<br>cleaning) | \$0        | \$150             | City restrooms            |
| Dumpster                              | \$0        | \$50              | Shared trash service      |
| Admin staff time                      | \$0        | \$0               | Minimal                   |
| <b>Total</b>                          | <b>\$0</b> | <b>\$800 cost</b> | <b>Net subsidy: \$800</b> |

### Key Observations Across All Sites

**1. Cost Recovery Gap:**

Across all three cases, the City's actual costs (land value, utilities, staffing, and maintenance) far exceed what is being charged to lessees. In two of the three cases, vendors pay nothing beyond minimal lease fees.

**2. Use of Public Assets:**

Public parking stalls and support services are diverted to private enterprise, which may limit public use during peak periods.

**3. Lack of Consistent Policy:**

Lease terms vary widely, with some vendors paying a modest monthly fee while others contribute little or nothing despite large footprints and high potential revenue.

**4. Hidden Administrative Burden:**

Staff time for licensing, monitoring, and responding to operational needs is not directly recouped.

## 2. Market Rate Analysis – Comparable Private Locations

| Location                              | Monthly Lease Rate |
|---------------------------------------|--------------------|
| Tire Store Parking Lot, Farmington    | \$1,300            |
| Bike Shop Parking Lot, Kaysville      | \$900              |
| Fitness Center Parking Lot, Bountiful | \$850              |
| Arts Academy Parking Lot              | \$400              |
| School District Parking Lot           | \$275              |
| Syracuse City Park Parking Lot        | \$250              |

## Key Insights:

- The **average private lease rate** is approximately **\$862.50/month**, with premium sites achieving \$900–\$1,300/month.
- Current City charges are inconsistent and, in some cases, significantly below these private rates.
- Private leases generally do **not** include utilities, restroom access, or City staff support—yet they command higher rents than the City’s current agreements.

## 3. Operational and Liability Concerns

The City’s Parks & Recreation Director has identified several operational and liability issues that extend beyond financial considerations:

### Liability and Safety

- Parking lots in City parks are not designed to serve as storefronts.
- Vendor setups increase risk due to close interaction between vehicles and pedestrians.
- The chance of accidents, especially involving children, is higher in these mixed-use environments.

### Health Code Compliance and Operational Concerns

- Vendors selling food or beverages must ensure restroom and water access during all operating hours.
- Providing portable restrooms raises concerns about aesthetics, vandalism, and after-hours security.
- If City facilities are used, maintenance and staffing needs increase.

### Parking Impacts

- Parks already face parking constraints during events and peak times.
- Dedicating stalls for vendors and their customers further reduce available parking for regular park users.

### Utility Access and Safety

- Most parks lack appropriate electrical infrastructure.
- Running temporary cords creates tripping hazards and is not feasible.
- Generators, while a workaround, bring noise and smell concerns.



## Trash and Litter

- Food and drink vendors tend to increase litter, which often spreads beyond the immediate vendor area.
- Staff time and resources must increase to maintain park cleanliness.

## Year-Round Access and Snow Removal

- Fixed vendor structures in parking lots impede snowplowing operations in winter.
- From October 15 to April 15, restrooms and water are typically shut off, further limiting vendor viability during these months.

## 4. Sub-Issue: Young Entrepreneurs and “Lemonade Stand Law”

### Considerations

While not a primary driver in the Council’s decision, the City Attorney has highlighted an important related factor regarding occasional businesses operated by individuals under 19 years of age (often referred to as the “lemonade stand law”).

#### Key Points from Utah Code Section 10-1-203:

- The City **may not require a license or permit** for a business that is operated:
  - **Only occasionally**, and
  - **By an individual under 19 years old.**
- These operators are referred to as “exempt individuals.”
- **Implications for Park or Parking Lot Vendors:**
  - If the City issues permits for occasional vendors in park parking lots, it must also allow these “exempt individuals” the same opportunity without requiring a license or permit.
  - However, this exemption **does not apply to long-term leases** or permanent operations. Vendors operating under long-term agreements are not considered “occasional businesses” and therefore are **not exempt**.
  - Similarly, the exemption does **not extend to municipal events** hosted or sponsored by the City, such as Heritage Days or the Pumpkin Walk, though certain licensing exemptions may still apply.

#### Why This Matters for Council:

- If the City formalizes a policy to allow short-term or occasional vending in parking lots, it must accommodate exempt individuals without imposing permit requirements.
- This consideration adds complexity when setting up enforcement, ensuring fairness, and maintaining safety and operational standards while still complying with state law.

## 5. Key Takeaways

- **Financially:**  
Current leases represent a net cost to the City, while comparable private leases demonstrate that much higher rates are achievable in the market.
- **Operationally:**  
Allowing vendors in park parking lots introduces significant safety, maintenance, and service challenges that must be carefully weighed.
- **Strategically:**  
These activities divert public resources (parking, utilities, staff time) to private enterprises without adequate cost recovery.

## 6. Decision Points for Council

- Should the City continue to lease parking lot space to vendors at all, given the operational challenges and liabilities?
- If continuing, should lease rates be increased to market levels and additional charges applied for utilities, restroom access, and administrative oversight?
- Should the City develop a standardized policy with clear criteria for locations, safety requirements, and service responsibilities?
- Should certain parks or times of year be excluded due to parking demand, snow removal needs, or lack of infrastructure?

## Discussion Item

1. Provide direction on whether leasing activities should continue or be discontinued.
2. If continuing, decide whether to direct staff to prepare:
  - A standardized lease template,
  - A market-aligned fee schedule,
  - Operational guidelines addressing safety, utilities, trash, and seasonal limitations,
  - Provisions ensuring compliance with Utah's "lemonade stand law."



## ANALYSIS OF UTAH LEMONADE STAND LAW

Colin Winchester, Syracuse City Attorney

July 14, 2025

Utah Code Section 10-1-203(2) allows cities: (1) to require licensure for businesses within city limits; and (2) to impose fees on those businesses to cover the costs of regulation.

**However, there are a few exceptions**, one of which deals with occasional businesses operated by persons under 19 years of age. This is the so-called “lemonade stand law” that was adopted in 2017. Subsection 10-1-203(7)(b) states: **“A municipality may not require a license or permit for a business that is operated: (i) only occasionally; and (ii) by an individual who is under 19 years old.”**

Section 10-1-203 refers to persons under 19 years old who operate occasional businesses as “exempt individuals” so that is the term I use below.

|            |                                                                       |
|------------|-----------------------------------------------------------------------|
| Question 1 | Can a city require an exempt individual to obtain a business license? |
|------------|-----------------------------------------------------------------------|

|          |     |
|----------|-----|
| Answer 1 | No. |
|----------|-----|

|            |                                                                                                                                                                                         |
|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Question 2 | If the city allows the occasional sale of food or goods in city parks or city parking lots with a permit, must the city allow exempt individuals the same opportunity without a permit? |
|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|          |      |
|----------|------|
| Answer 2 | Yes. |
|----------|------|

|            |                                                                                                                                                                                              |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Question 3 | If the city allows the sale of food or goods in city parks or city parking lots pursuant to a long-term lease, must the city allow exempt individuals the same opportunity without a permit? |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|          |                                                                                                                                                                         |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Answer 3 | No. If a business has a long-term lease, it is not an occasional business. And if the business is not an occasional business, its operator is not an exempt individual. |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|            |                                                                                                                                                                                                                                                                    |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Question 4 | If the city allows the sale of food or goods in the park or along the parade route at a municipal event (think Heritage Days or Pumpkin Walk) with a permit, must the city allow exempt individuals to sell food or goods at the municipal event without a permit? |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|          |                                                                                                                                                                                                                                                                                |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Answer 4 | No. The exemption does not extend to “municipal events,” which are statutorily defined as events “hosted or sponsored by a municipality.” However, if a business license is one of the permit requirements, the business license would not be required for exempt individuals. |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## MAYOR'S PROPOSALS

### 1. Prohibit sales within 300 feet of the splash pad

4.35.160 Concessions.

~~No person may sell food, drinks, or other items in the park, trail or multi-use open space except as may be permitted by special contract approved by the City.~~

~~(A) No person may sell food, drinks or other items on or along a trail or in a park or multi-use open space except as permitted by written contract with the City.~~

~~(B) No person may sell food, drinks or other items within 300 feet of the Syracuse Island Splash Pad between one hour prior to its scheduled opening time and one hour after its scheduled closing time.~~

### 2. Consider a resolution supporting young entrepreneurs

RESOLUTION R25-XX

A RESOLUTION SUPPORTING YOUNG ENTREPRENEURS

WHEREAS, the Syracuse City Council recognizes the value of fostering entrepreneurial spirit, financial literacy, and community engagement among its youth, and supports educational and entrepreneurial opportunities for young people;

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1. The Syracuse City Council encourages youth to engage in both organized and individual entrepreneurial activities, including roadside stands on properties where they have obtained verifiable permission from the property owner, direct-to-sale farmers markets, young entrepreneur markets, and similar activities.

Section 2. Syracuse City follows the Utah law that provides exemptions from licensure for minors who operate occasional businesses.

Section 3. Severability: If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity of unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

Section 4. This Resolution shall become effective upon passage.



PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH,  
THIS 5TH DAY OF AUGUST, 2025.

**3. Consider a resolution supporting all businesses equally**

RESOLUTION R25-XX  
A RESOLUTION SUPPORTING SYRACUSE BUSINESSES

WHEREAS, the Syracuse City Council values and supports all lawful  
Syracuse businesses; and

WHEREAS, the Syracuse City Council desires to support all such businesses  
equally and to provide the same opportunities and protections to all such  
businesses;

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SYRACUSE CITY,  
STATE OF UTAH, AS FOLLOWS:

Section 1. Except as provided in an approved Development Agreement or as  
allowed by the Syracuse City Redevelopment Agency, Syracuse City does not  
favor one business over another by lessening requirements, providing tax  
relief, using public funds to provide space or facilities, or providing other  
publicly funded benefits.

Section 2. Severability: If any section, part or provision of this Resolution is  
held invalid or unenforceable, such invalidity or unenforceability shall not  
affect any other portion of this Resolution, and all sections, parts and  
provisions of this Resolution shall be severable.

Section 3. This Resolution shall become effective upon passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE  
OF UTAH, THIS 5TH DAY OF AUGUST, 2025.



# COUNCIL AGENDA

July 22, 2025

Agenda item "c.3"

## Proposal to Lease of City Property

### ***Summary***

The City has been approached by Amanda and Michael Hildebrand, owners of Witches Brew Coffee Co. about leasing city owned property for a mobile food operation. See attached for their detailed proposal. In summary, they are requesting to park their enclosed trailer in the museum parking lot to sell coffee year-round. They would like to plug into power, but if not allowable, would run a generator. They would agree to pay monthly lease payments. In their proposal, there is a graphic showing their desired locations to park the trailer. Their desired locations would occupy about three parking stalls and prefer to park west of the museum building's entrance. Their proposed hours of operation would be weekdays 6 am to 4 pm, weekends 7 am to 1 pm. Also, there would be about an hour setup, and hour take down before and after those business hours.

### ***Applicable Ordinances***

There are two ordinances that could potentially govern the lease of this city space depending on how council interprets the context of the proposal. The first would be ordinance 4.25.160 which requires concession people selling food, drinks, or other items in a park to have a special contract approved by the City. In the consolidated fee schedule, 'Park Land Rental (Concessionaire)' is listed at \$250 per month. Common practice is for the Parks and Recreation Director to approve or deny proposals for concessionaires in parks. In this case, since it was presented to the City Council, it could be approved by council instead of the director.

The second potential governing ordinance is 13.40.060. This ordinance would be applicable if the Witches Brew proposal was considered to not be a concessionaire renting park land, but a business leasing non-park, city land. The museum parking lot is on the same parcel as Centennial Park, but the exact boundary between park and museum parking lot could be debated. In this scenario, a lease agreement with the terms and condition of the lease would be required to be presented in a public hearing. The applicant reports that the common industry standard lease rate is around \$750-900 per month.

### ***Goals of Discussion***

Decide if it is in the best interest of the city to rent out a portion of the museum parking lot to a mobile coffee trailer business. If yes, also provide direction to staff if this should be considered to be a concessionaire park land rental or a standard business lease.



Syracuse City / Syracuse Museum

Business Proposal

May 28, 2025



## **Witches Brew Coffee Proposal to Syracuse City for Year-Round Museum Lot Lease**

### **About Us**

Witches Brew Coffee is a locally owned mobile coffee trailer launching in Summer 2025. Based in Syracuse, we serve handcrafted coffee, teas, and seasonal specialty drinks with a magical, family-friendly aesthetic. Our mission is built on three pillars:

- Coffee – High-quality beverages from local roasters
- Connection – A gathering space for neighbors and friends
- Community – Supporting events, artists, and local causes

### **Why the Syracuse Museum?**

The museum is a cultural gem. Placing our trailer there adds value—offering guests a cozy place to connect before or after visiting and encouraging more community engagement. The location is ideal for foot traffic from parks, events, and nearby neighborhoods.

### **Our Proposal**

We respectfully request to lease a small, designated space in the Syracuse Museum parking lot year-round, ideally near power access (but not required). Our compact, visually appealing trailer will operate in full compliance with city regulations.

### **What We Offer**

- Full insurance and city licensing
- Clean, professional trailer setup
- Monthly lease payments to the city
- Community-forward presence and event collaboration

### **Let's Partner**

We're here to build something special with Syracuse—one cup at a time. We'd love to meet and discuss how this partnership can benefit the city, the museum, and the people who call this place home.

### **Contact:**

Amanda and Michael Hildebrand

Witches Brew Coffee Co.

P: 385-319-0776

E: [witchesbrewcoffee.ut@gmail.com](mailto:witchesbrewcoffee.ut@gmail.com)

## **Our Story & Vision for Syracuse**

Amanda and I may have only called Syracuse home since 2023, but in just a brief time, this community has captured our hearts. We've come to know our neighbors, admire the growth of the city, and feel a powerful sense of purpose in giving back to the place that welcomed us so warmly.

Witches Brew Coffee isn't just a business—it's a dream 14 years in the making. Our journey with coffee began long ago, fueled by a shared passion for its craft and the connections it fosters. For over three years, our family has been hands-on in coffee service, gaining the real-world experience necessary to turn this dream into a reality. Now, we're bringing that dream to life right here in Syracuse.

Our mobile coffee trailer is just the beginning. We're not here to compete with corporate coffee chains, we're here to fill the niche that's been missing in Syracuse: a locally grounded, community-first coffee experience. Our vision is to serve the growing parts of the city with quality drinks and meaningful service, becoming the go-to coffee choice where personal connection matters most.

Looking ahead, our long-term goal is to establish a brick-and-mortar coffeehouse in Syracuse within the next 3–5 years—an inviting space where neighbors can gather, build relationships, and truly feel at home. But even now, from our mobile trailer, we are committed to this mission:

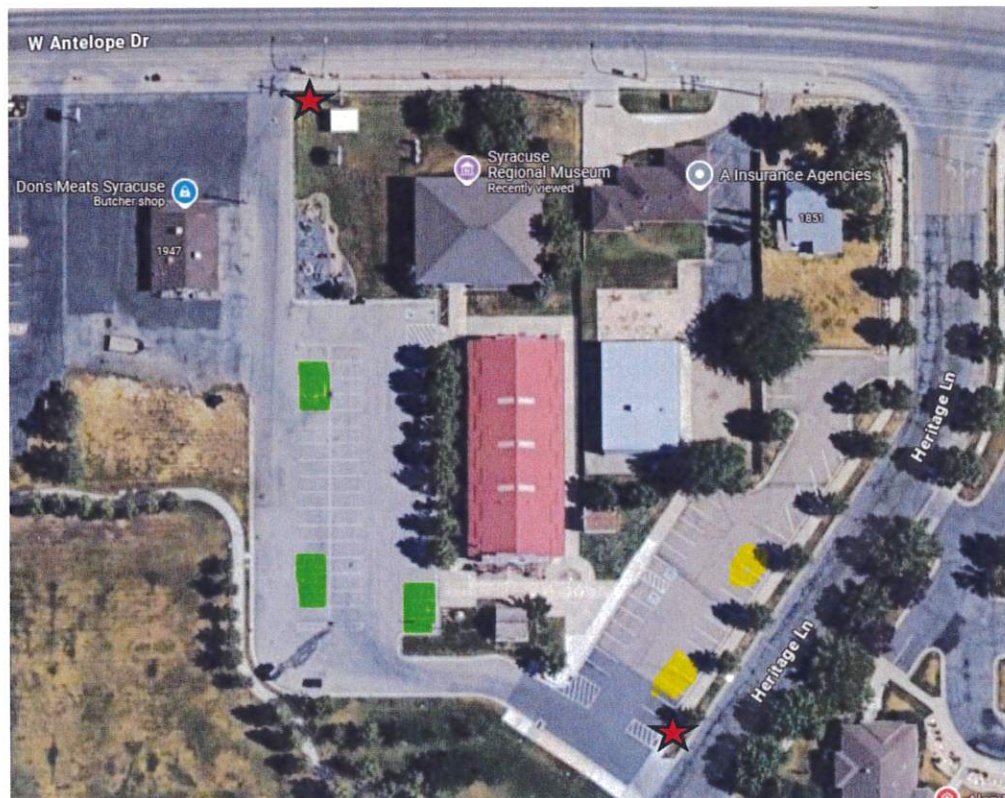
- Keeping coffee local
- Creating jobs within the community
- Fostering connection one cup at a time
- Giving back, with 3% of all beverage sales donated directly to local Utah based charities with Davis County and Syracuse given priority

Witches Brew is more than just coffee—it's a love letter to community, to local flavor, and to the people of Syracuse. We're honored to build something meaningful here, and we hope you'll consider partnering with us to make it happen.

## Proposal Details

1. Location and signage: We're seeking a year-round space for our trailer. Ideally, within the museum parking lot - as street facing as possible. We are hoping to launch late July to the first week of August and be positioned year-round. Along with the trailer space, we would also request the ability to present non-invasive signage such as a feather flag on the Antelope Drive street side and another on the Heritage Lane side

The graphic below shows our desired primary locations (highlighted in **GREEN**) and secondary locations for the trailer (highlighted in **YELLOW**) taking into consideration the size of the trailer. The **RED** stars at both the Antelope Drive and Heritage Lane entrances indicate signage locations

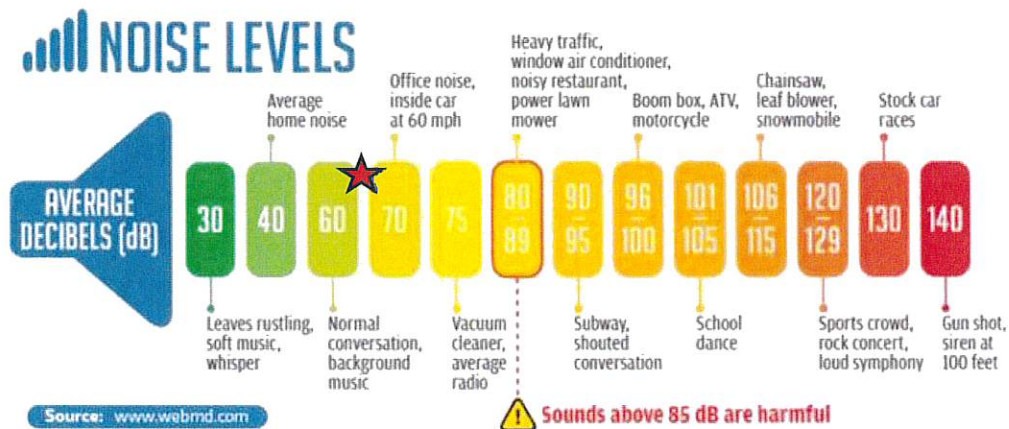


2. Hours of Operation Supporting a primarily morning to early afternoon presence:
  - Weekdays: 6:00 AM – 4:00 PM
  - Weekends: 7:00 AM – 1:00 PM (subject to event and adjustment)
  - We would be on-site approximately one hour before and after for set-up and teardown.



3. **Trailer Specs:** sixteen feet long (including the tongue), requiring approximately three parking spaces. It would remain in place, moving only for routine maintenance (water refills, sanitation, etc.). Please see page 6 for trailer information
4. **Liability:** Syracuse Museum and Syracuse City would assume no responsibility for the trailer's security or maintenance; this would be clearly outlined in our agreement, and we would list both (as needed) as an additionally insured on our insurance bond
5. **Menu Offerings:** Our menu includes coffee, teas, sparkling water, and seasonal non-coffee drinks (e.g., lemonade). Please see page 7 for sample menu
6. **Compensation:** We are prepared to pay a fair, negotiable rate. A common industry standard is \$25-30/day, or \$750-900/month, generating consistent additional revenue streams.
7. **Collaborative Marketing:** We're open to creating promotions to further engage your patrons and city employees.
8. **Commissary:** Currently under contract with CG Commissary as our commercial kitchen, storage, non-potable water disposal, and fresh water source as required by Davis County Health District
9. **Generator:** We have purchased a high-end inverter generator to power the trailer which outputs at 58-65 decibels. Please see the **RED** star on the graphic below to show where this falls (average)

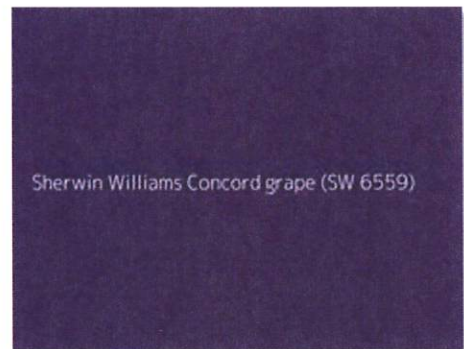
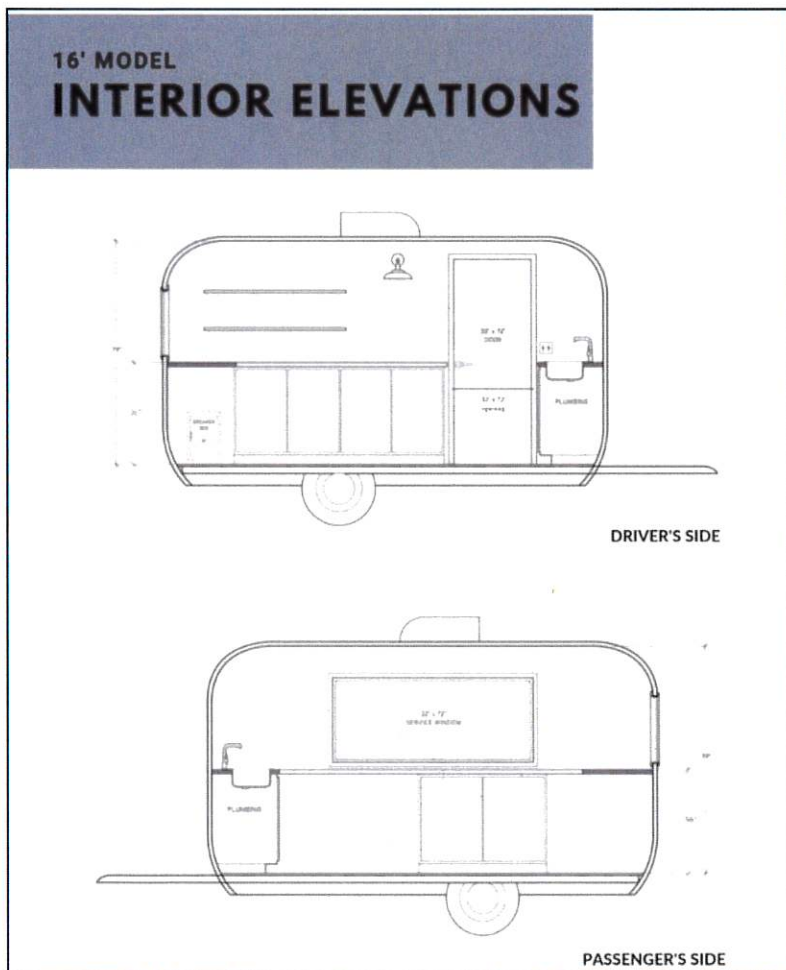
## Levels Of Noise In Decibels (dB) Level Comparison Chart





## Trailer

We have contracted with Aerobuild out of Nashville, TN to build our custom coffee trailer. Delivery of our trailer should occur in mid-to-late July, with operations beginning near August 1<sup>st</sup>. The trailer will be licensed and insured as required by state law and does not contain food preparation areas as that is not within our scope of service but does maintain all required Davis County Health Department code requirements (temp controlled refrigerator, non-porous surfaces, 3 basin wash sink and separated hand sink, etc.). We are sharing the images below as informational only, as the trailer is still in build status. The color swatch will be the exterior color of the trailer with our logo; however, the trim and style will be similar to the trailer shown below. If a build-out document is needed by the city for this, we can provide it upon request via email.



## Sample Menu

We will be serving primarily coffee and tea beverages but acknowledging that coffee and tea are not for everyone, we will also be serving sparkling beverages and seasonally appropriate flavored lemonade. Our goal is to keep our menu simple and to put the focus on the flavors of the drink first; we believe coffee should taste like coffee and tea should taste like tea -with indulgences of course for our customer's personal taste. Keeping that in mind, we will be serving the following in Hot (10 oz or 16 oz, except where indicated) and Cold (16 oz or 20 oz) options:

- Cortado and Cappuccino (8oz hot only)
- Lattes
- Mocha Latte
- White Chocolate Latte
- Americano
- Breve
- Solo (1 oz hot only) – Single shot of espresso alone or added to beverage
- Doppio (2 oz hot only) – Double shot of espresso alone or added to beverage
- Chai
- Matcha
- Bag Tea
- London Fog
- Drip Coffee (local Davis County roaster)
- Hot Chocolate

Along with the standard menu, we will offer five signature drinks encompassing the elements of Spirit, Air, Fire, Water, and Earth as well as crafted seasonal syrups to enhance seasonal beverage options.

We will be providing sugar free syrup as requested and optional milk choices such as Almond, Oat, or Soy milk in addition to 2%, Skim, Half and Half and heavy cream



# COUNCIL AGENDA

July 22, 2025

Submitted by Colin Winchester

## **Agenda Item “d.1”      ORD 25-25 – Parking Ordinance Revisions**

### ***Factual Summation***

- This proposal originally arose because of a proposed agreement with UDOT that will require the City to maintain two park-n-ride lots along the West Davis Corridor. Among other things, the City will be responsible for parking enforcement in those two lots.
- The City’s current parking ordinances address parking in rights-of-way and city parks, but do not address parking on other public property.
- The proposed amendments will apply to “public property,” a term defined in the proposal to include all property owned, leased, controlled or maintained by the City. If the agreement with UDOT is signed, the UDOT-owned park-n-ride lots will be controlled and maintained by the City and thus become “public property” for purposes of the parking ordinance.
- The proposed ordinance also broadly defines the term “vehicle” for purposes of the parking ordinance.
- Finally, the proposed ordinance includes a few dozen grammatical improvements, clarifications, etc.

### ***Discussion Goals***

Discuss and determine whether to move the proposal to a business meeting for action.

**ORDINANCE 25-25**  
**AN ORDINANCE AMENDING SYRACUSE MUNICIPAL CODE TITLE 11 CHAPTER 20**

**WHEREAS**, Syracuse Municipal Code Title 11 Chapter 20 currently regulates parking in public rights-of-way and city parks, but does not regulate parking on other public property; and

**WHEREAS**, the attached proposed amendments will define “public property” to include all property owned, leased, controlled or maintained by the City; and

**WHEREAS**, the attached proposed amendments will more broadly define the term “vehicle” for purposes of Title 11 Chapter 20; and

**WHEREAS**, the City Council desires to amend Title 11 Chapter 20 so that it regulates the parking of vehicles on all public property;

**THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, AS FOLLOWS:**

**Section 1.** Syracuse Municipal Code Title 11 Chapter 20 is amended to read as attached hereto.

**Section 2.** Severability: If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity of unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

**Section 3.** This Ordinance shall become effective ten days after adoption.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SYRACUSE CITY, STATE OF UTAH, THIS 5TH DAY OF AUGUST, 2025.**

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CASSIE Z. BROWN  
City Recorder

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DAVE MAUGHAN  
Mayor



| Voting by the Council:  | AYE   | NAY   |
|-------------------------|-------|-------|
| Councilmember Carver    | _____ | _____ |
| Councilmember Cragun    | _____ | _____ |
| Councilmember Robertson | _____ | _____ |
| Councilmember Savage    | _____ | _____ |
| Councilmember Watson    | _____ | _____ |

## Chapter 11.20

### ADDITIONAL STOPPING, STANDING, AND PARKING REGULATIONS

#### Sections:

11.20.010 Purpose.

11.20.015 Definitions.

11.20.020 Violation – Civil liability to City – Collection of unpaid penalty fees.

11.20.030 Administration and enforcement.

11.20.040 Appeals.

11.20.050 Off-street parking during winter months.

11.20.060 Parking of heavy duty vehicles in public rights-of-way.

11.20.070 Parking ~~of trailers, recreational vehicles on public property.~~

11.20.080 Parking restrictions.

11.20.085 Parking by permit in specific areas.

11.20.090 Impoundment authorized.

11.20.100 Evasion of parking regulations.

#### 11.20.010 Purpose.

The purpose of this chapter is to ~~prevent the creation of nuisances to neighbors and those traveling on streets within the City, which are created by the presence of trailers, heavy duty vehicles, and inoperable vehicles; any vehicle or trailer during the months of snow removal; and parking vehicles or trailers in such a way as to endanger safety, block access, impede drivers' and pedestrians' views of oncoming traffic, and render an area unsightly. It is intended that the owners of trailers, heavy duty vehicles and inoperable vehicles shall be required to store park those items in locations other than in the public right-of-way.~~ regulate the parking of vehicles on public property.

#### 11.20.015 Definitions.

For purposes of this chapter:

(A) "Public property" means real property owned, leased, controlled or maintained by the City.

(B) "Vehicles" includes but is not limited to operable or inoperable: motor vehicles, trailers, off-highway vehicles, recreational vehicles, golf carts, agricultural implements, snowmobiles, aircraft, boats, and construction equipment.

#### 11.20.020 Violation – Civil liability to City – Collection of unpaid penalty fees.

(A) If any vehicle ~~or trailer~~ is parked in violation of any provision of this chapter, the person in whose name the vehicle ~~or trailer~~ is registered shall be strictly liable for such violation and the penalty associated with it.

(B) Any civil penalty assessed under this section may be in addition to other remedies, such as towing or impounding ~~vehicles~~, provided in this chapter or under state law.

(C) Civil penalties shall be established in the Consolidated Fee Schedule.

(D) All penalty fees collected shall be payable to ~~Syracuse-the~~ City, and the City may use such lawful means as are available to collect such penalty, and add to the penalty ~~costs~~ any reasonable attorney's or collection fees. The City may refer unpaid penalty fees to a collection agency.

(E) The City shall retain the discretion to pursue violations of this chapter as a criminal violation. The enactment of this chapter shall not be construed to limit the City's right to prosecute any violation of this chapter as a criminal offense. When pursued criminally, a violation of this chapter is an infraction.

#### 11.20.030 Administration and enforcement.

(A) The City Manager or designee may designate any employee or agent to issue civil citations under this chapter.

(B) The designee, upon discovering an apparent violation of this chapter, may issue a civil citation, including the following information:

(1) Date and time;

(2) Location of parked vehicle;

(3) If readily available, the make, model and license plate of the vehicle ~~or trailer; and~~

(4) The specific section violated ~~by the vehicle, and the penalty fee owed due to the violation;~~  
and

(5) The penalty fee.

Failure to provide any of the information identified in this subsection shall only invalidate a citation or extend a deadline if its omission deprives a recipient of due process.

(C) The designee shall leave a copy of that citation in a prominent place on the vehicle, and mail a copy of the citation to the address listed on the vehicle's registration.

(D) The citation shall inform the recipient of:

(1) The City office where payment may be made or delivered;

(2) The right to file an appeal, the deadline for the ~~request to~~ notice of appeal, and the address to which a notice of appeal may be sent;

(3) The effect of failure to timely pay or appeal the fee.

(E) A person who fails to appeal the citation within 10 business days of the date the citation was issued waives their right to challenge the action taken.

#### 11.20.040 Appeals.

(A) The person named on the citation may file an appeal by providing written notice of appeal to the City Recorder within 10 business days of the citation's issuance. The appeal hearing shall be held before a Hearing Officer. Hearings shall be conducted as provided in Chapter 6.20 SMC. The notice of appeal must be accompanied by the notice of violation or citation and by a filing fee established by the ~~City's fee schedule~~ Consolidated Fee Schedule.

(B) *Repealed by Ord. 23-12.*

(C) Participants shall be entitled to be heard and present evidence, to call and cross-examine witnesses, and to be represented by an attorney.

(D) The City shall bear the burden of establishing the parking violation by a preponderance of the evidence.

(E) It is not a defense that the registered owner did not personally park the vehicle, unless, at the time the vehicle was ticketed:

(1) The vehicle was reported as stolen; or

(2) The person receiving the citation was no longer the owner, and ownership was transferred to another individual at least seven days prior to the ticket issuance.

(F) Appeals from the Hearing Officer determination are made by filing an appeal ~~of an administrative action~~ with the 2nd-Second District Court of Utah. District court review is a record review, and the decision of the ~~Justice Court-Hearing Officer~~ shall be upheld unless it is not supported by substantial evidence or ~~it is~~ capricious or illegal.

#### 11.20.050 Off-street parking during winter months.

Between the dates of November 15th and March 15th, it shall be unlawful to park any vehicle or allow a vehicle to remain parked within the public right-of-way of any street within the corporate limits of Syracuse City:

(A) At any time during the accumulation or removal of snow; or

(B) Between the hours of 12:00 a.m. and 6:00 a.m.

#### 11.20.060 Parking of heavy duty vehicles in public rights-or-way.

(A) The driver of a motor vehicle having a total gross weight, loaded or unloaded, in excess of 26,000 pounds, or having a total length in excess of 24 feet from the most forward point of the vehicle or its

load to the most rear point of said vehicle or its load, shall not park said vehicle or allow it to stand upon any City street or public right-of-way for longer than two hours.

(B) The driver of a motor vehicle having a total gross weight, loaded or unloaded, in excess of 10,000 pounds and less than 26,000 pounds, or having a total length between 20 feet and 24 feet, from the most forward point of the vehicle or its load to the most rear point of said vehicle or its load, shall not park said vehicle or allow it to stand upon any City street or public right-of-way for longer than 24 hours.

(C) In determining the total gross weight or total length as provided in this section, the length or weight of a trailer connected or attached to or in tandem with the motor vehicle shall also be included in making such determination.

#### 11.20.070 Parking ~~of trailers, recreational vehicles on public property.~~

~~(A) It shall be unlawful for any person or business to park, place, store, or otherwise leave standing on any public street, public roadway, public alley or City property any unattached trailer of any type, whether for the occupancy of people, storage of items or for towing purposes; any boat, whether the same is loaded or not on an unattached trailer or otherwise; any camper not mounted on a vehicle; any motor home or mini motor home of any length; and any combination of a pulling or towing vehicle with an attached trailer for a period longer than 24 hours. It shall be unlawful to park any vehicle on public property for longer than 48 consecutive hours. A vehicle shall be deemed to be in violation of this subsection if it is parked in one or more locations on public property for longer than 48 consecutive hours.~~

~~(B) Such vehicle shall be considered to be in violation of this section if parked in any one location for longer than 24 hours, or if the vehicle has been parked in public right of way or streets in one or more locations within Syracuse City for longer than 24 hours, except that a permit may be obtained from the Police Department for a period not to exceed seven days for out of town visitors.~~

~~(C) Parking of any such trailer or recreational vehicle~~ on private property must not impede visibility of sidewalks and streets from adjacent driveways, nor impede vision on a corner lot for a distance of 40 feet from each of the intersecting streets.

~~(D-C)~~ No ~~trailer or recreational~~ vehicle may be used as a place of sleep or habitation while it is parked on ~~a public right of way~~ public property. Recreational vehicles or trailers with a “bump-out” feature, by which the sides of the recreational vehicle or trailer expand to the left or right in order to increase ~~the interior space within the trailer~~, may not have that feature activated while parked ~~on the in a~~ in a public right-of-way.

~~(E-D)~~ Trailers used in the course of business shall be stored off of the public right-of-way, and may not be parked overnight on any public right-of-way.

~~(F-E)~~ This section does not prohibit the parking of construction trailers ~~on in~~ in public right~~s~~-of-way, so long as those trailers are associated with an active building permit.



#### 11.20.080 Parking restrictions.

It shall be unlawful to stop, stand, or park any vehicle ~~or trailer~~:

- (A) In such a manner so as to obstruct access upon, or use of, the entire surface of any sidewalk;
- (B) Upon any ~~street, public right-of-way, or publicly owned or controlled property, public property~~ for a period of more than 48 hours;
- (C) In any fire lane, or to otherwise block or obstruct any fire lane or hydrant established by the City, except as necessitated by an emergency;
- (D) ~~On any public property, other than in designated parking areas, or as legally permitted on roadways;~~
- ~~(E)~~ Upon any street or public right-of-way, within six feet of a mailbox or within four feet of a refuse or recycling can, between the hours of 8:00 a.m. to 5:00 p.m., or in any other manner that obstructs the delivery or retrieval of mail from a mailbox, or which obstructs refuse collection;
- ~~(F-E)~~ In a manner that obstructs all or part of a public or private driveway, without permission from the driveway owner;
- ~~(G-F)~~ In a manner that constitutes a violation of the standing or parking vehicle restrictions in the Utah State Traffic Code ~~as amended and superseded from time to time and as adopted and incorporated herein, as if fully set out in length herein.~~
- (H)
  - (1) This section does not apply to any vehicle or trailer which is owned by a governmental entity and which is being used for official government business, or to vehicles which have been authorized by the applicable highway authority to stop, stand or park in a manner otherwise contrary to this section.
  - (2) Such vehicles may not block access to private or public driveways, except in cases of emergency repairs, when necessary in order to provide police or fire services, or pursuant to a road or lane closure authorized by the applicable highway authority.
  - (3) When it is anticipated that access to private or public driveways will be blocked, the entity shall coordinate its plan with the City, and shall communicate its plan to the affected property owner, at least 24 hours prior to the time access is blocked.

#### 11.20.085 Parking by permit in specific areas.

- (A) Due to the high volume of daytime on-street parking caused by students or visitors to Syracuse High School, parking restrictions may be put in place on certain streets in close proximity to the school in order to retain parking spaces for residents whose homes abut these streets and their guests. The Traffic Engineer shall make the determination of which zones are designated as "permit only" areas.

(B) Residents who live on designated streets shall be issued parking permits by the City upon request of the resident. Passenger vehicles displaying the parking permit on the front dashboard shall be permitted to park on the "permit only" designated street. Permits do not reserve specific areas for a permit-holder.

(C) Multiple permits may be issued to and utilized by residents. No more than three permits may be simultaneously utilized by one residence. A residence that utilizes more than three permits simultaneously, or that offers them for sale or transactional use, may have its permit revoked by the City Manager or designee.

(D) Initial permits and permits issued to new move-ins shall be provided without cost to the resident. Replacement permits only shall be provided upon payment of a fee.

(E) This section does not permit any passenger vehicle to park in areas that are already prohibited by state law or Syracuse City ordinance such as in front of fire hydrants, mailboxes or red-curbed areas, where signage prohibits parking at all times, or in violation of parking prohibitions during snow accumulation and removal operations.

#### 11.20.090 Impoundment authorized.

Vehicles ~~or trailers~~ left parking or standing in violation of this chapter may be marked with a notice that the vehicle ~~or trailer~~ will be towed if not moved immediately. If the vehicle has not been moved to an appropriate location within two hours of the notice, a peace officer or code ~~compliance enforcement~~ officer may direct that the posted vehicle ~~or trailer~~ may be removed and impounded at the owner's expense, using impoundment procedures found in Utah law.

#### 11.20.100 Evasion of parking regulations.

(A) The following constitute evasion of parking regulations, and shall not avoid the regulations of this chapter or restart the calculation of time ~~for purposes of SMC 11.20.060, 11.20.070 or 11.20.080 periods established in this chapter:~~

(1) Moving a parked vehicle, ~~motor home, or trailer~~ from its original location on ~~a public street,~~ public property to any other location or locations on ~~a public street~~ public property within one-half mile of the original location, if the cumulative time of the vehicle at both or multiple locations would exceed the lawful amount of time permitted at a single location; or

(2) Removing an unlawfully parked vehicle, ~~motor home, or trailer~~ from ~~a public street~~ public property for a period of time of less than eight hours, and then returning the vehicle, ~~motor home or trailer~~ to ~~a public street~~ public property within one-half mile of the original location.

(B) Evasion of parking regulations shall constitute a separate offense, punishable as an infraction, if done with intent to evade the provisions of this chapter.



# COUNCIL AGENDA

July 22, 2025

Agenda item "e"

## Proposed Fine For Working Without a Building Permit

### *Summary*

The City requires building permits to be obtained prior to commencing various types of construction. This practice is to protect the health, safety, and welfare of our residents. Building permits are generally required for any work that alters a building's structure, systems, or use, as well as for new construction. Common examples include new construction (homes, garages, sheds), additions, remodels, decks, and work on electrical, plumbing, or mechanical systems. Included in the list are water heater replacements. Improper installation of a water heater, particularly a gas water heater, can lead to significant risks, including gas leaks, carbon monoxide poisoning, fires, explosions, and water damage. Even electric water heaters pose risks like electrical shocks and fires if not installed correctly. The building permitting process involves reviewing plans prior to construction, and conducting inspections throughout the process. Without doubt, these requirements have prevented loss of life and property.

### *Applicable Ordinances*

Title 9 of the Syracuse Municipal Ordinance governs the city's Building Department. Chapter 9.05.030 says, "Building permit fees, plan review fees, and inspection fees shall be established by the City Council and adopted by resolution from time to time." Sections 9.15.010 through 9.15.060 explains that the city has adopted the International Building Code, Uniform Plumbing Code, National Electrical Code, Uniform Mechanical Code and Uniform Code for the Abatement of Dangerous Buildings. Ordinance 9.05.090 explains that penalties for not complying with the building regulations can be imposed. Penalties may include class B misdemeanor, recording a notice of violation on the property's title, close a building to occupancy, and/or impose civil fines or fees.

### *Consolidated Fee Schedule*

The Consolidated Fee Schedule enumerates building related fees including plan check fees and inspection fees. Currently, under the Public Works fines, there is a line item for "Construction Activity Without a Permit when required" set at \$100 per incident. During the July 8 meeting, it was proposed to increase this fine to \$500 for the 1st incident and \$1,000 each additional incident. It is anticipated that this fine would most commonly be imposed to commercial companies caught replacing a roof, or perhaps a water heater without getting the required permits even though they know they should.

### *Goals of Discussion*

Decide if the city should modify its fine structure for 'Construction Activity Without a Permit when required'. Options include:

- Do nothing. Leave the current fine of \$100
- Increase fines as proposed from \$100 up to \$500
- Consider an alternate fine structure by establishing specific fines for specific construction activities.

### *Attachments*

Supplemental information from the Building Official

Building without a permit fine increase.

This fine I would like to increase for doing work without a building permit from \$100 to \$500 is only intended for contractors that know better and know the requirements for building permits. This in no way under any circumstances be placed on a homeowner that maybe did not know the requirements.

Over the past year I have seen and placed stop work orders on many roofing and solar companies that are doing work without permits, some of these contractors think they can work over the weekend and make a quick \$10,000 or more, multiple times I have spoken to the homeowners and they were told by the contractor they have a permit through the city and the contractor has even charged them for the permit and in a few instances charged the homeowner hundreds of dollars for a building permit which the city only charges \$100.00 for.

This fine increase is only an attempt to keep shady contractors from coming into the city and doing whatever they want.

If you would like we could make the fine be listed as \$0-\$500 for each offence for working without a permit, I do not like the idea of increasing it on each offence because this is difficult to track and the contractors working without permits already know they need one.

I would love to explain this more if needed.

Thank you,

Brian Lemmons

Syracuse City Building Official

My name is Brian Lemmons, I have been hired by Syracuse City as the Building Official.

I would like to take a few minutes to convey my feelings to the Mayor and Council on the importance of building permits and inspections. I have been employed here for 12 years and my main responsibility as the Building Official is to protect the citizens of Syracuse City during construction of their homes and businesses from mistakes made by contractors, these mistakes can range from an inconvenience like having electrical outlets spaced too far apart, or on the extreme end missed structural and life safety items that if left as they are would cause serious injury or death. My second responsibility is to protect the Syracuse City by making sure our homes and businesses are built safe and follow the building codes, structural engineer, and licensed architects' requirements. This can only be accomplished if I am able to inspect and this requires building permits.

I feel very passionate about my job and am proud to work for a city that supports the efforts of the building department and hopefully feel the job we do is as important as I feel about it.

I would love to answer any question you might have to help you better understand why building inspections and permits are an important service Syracuse City provides to the Citizens.

Thank you,

Brian Lemmons

Syracuse City Building Official



There are items that require permits, that are emergency situations which may happen on the weekends or holidays or at times the city is closed. These are items that would normally require permits before work can start but the code recognizes they need to be fixed as soon as they fail, these include

- 1- Water heaters
- 2- Furnace/ AC repairs
- 3- Electrical, main services or faulty wiring
- 4- Plumbing issues
- 5- Or other items that need to function for safety or comfort of the homeowner

This is what is published in the building code:

### **R105.2.1 Emergency Repairs**

Where equipment replacements and repairs must be performed in an emergency situation, the permit application shall be submitted within the next working business day to the building official.

Within the building code they allow these repairs to be completed without a permit to start work, but the code still wants them to be permitted and inspected for safety.

## 2021 International Residential Building Code

These are items that DO NOT require a building permit as outlined in the building code.

### **R105.2 Work Exempt From Permit**

#### **Amendment**

Exemption from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

#### **Building:**

1. Other than storm shelters, one story detached accessory structures, provided that the floor area does not exceed 200 square feet (18.58 m<sup>2</sup>).
2. Fences not over 7 feet (2134 mm) high.
3. Retaining walls retaining less than 4 feet (1219mm) of unbalanced fill, unless supporting a surcharge or requiring design per Section R404.4.
4. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons (18 927 L) and the ratio of height to diameter or width does not exceed 2 to 1.
5. Sidewalks and driveways.
6. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
7. Prefabricated swimming pools that are less than 24 inches (610 mm) deep.
8. Swings and other playground equipment.
9. Window awnings supported by an exterior wall that do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support.
10. Decks that are not more than 30 inches (762mm) above grade at any point and not requiring guardrails, that do not serve exit door required by Section R311.4.
11. Grade level, non-connected boxes, less than 350 square feet, used for storage only.

#### **Electrical:**

1. Listed cord-and-plug connected temporary decorative lighting.

2. Reinstallation of attachment plug receptacles but not the outlets therefor.
3. Replacement of branch circuit overcurrent devices of the required capacity in the same location.
4. Electrical wiring, devices, appliances, apparatus or equipment operating at less than 25 volts and not capable of supplying more than 50 watts of energy.
5. Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.

#### **Gas:**

1. Portable heating, cooking or clothes drying appliances.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
3. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

#### **Mechanical:**

1. Portable heating appliances.
2. Portable ventilation appliances.
3. Portable cooling units.
4. Steam, hot- or chilled-water piping within any heating or cooling equipment regulated by this code.
5. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
6. Portable evaporative coolers.
7. Self-contained refrigeration systems containing 10 pounds (4.54 kg) or less of refrigerant or that are actuated by motors of 1 horsepower (746 W) or less.
8. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

#### **Plumbing:**

1. The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this code.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

These are items anyone with a home can do without a permit.

## 2021 International Residential Building Code

These are items that require a building permit as outlined in the building code.

### **R105.1 Required**

Any owner or owner's authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be performed, shall first make application to the building official and obtain the required permit.

#### **This Includes**

- 1- All new construction
- 2- All additions
- 3- Detached garages over 200 square feet
- 4- Water heaters
- 5- Furnace/ AC replacement
- 6- Gas fireplace installs

Basically anything like the building code R105.1 listed above states, things which are regulated by the code.





# COUNCIL AGENDA

July 22, 2025

Agenda item "f"

## Code Enforcement on Business Landscaping

### Summary

Councilman Savage has requested this discussion item following complaints about the maintenance and upkeep of commercial properties. Complaints include dead grass, exposed weed barrier, dying plants and a general lack of maintenance of many private commercial properties around town.

### Applicable Ordinances

Chapter 6 in the Syracuse Municipal Ordinance concerning property maintenance says that weeds/grasses are required to be cut down to six inches. It also says that property owners are required to remove dead trees that are a hazard to public or private property. The city can abate only for those two reasons.

*6.10.030 Weed control. - (A) Premises. It is unlawful for any owner, occupant, agent, and/or lessee of real property in the City to fail to maintain the height of weeds and grasses, in the manner provided herein, on such property, or to fail to remove from the property any cuttings from such weeds or grasses. (C) Weed Control Specifications. (1) Except as otherwise provided in subsection (C)(2) of this section, weeds and grasses shall be maintained at a height of not more than six inches at all times,*

*6.10.060 Dead or diseased trees located on private property. - It shall be unlawful for the owner or occupant of any real property to keep dead or diseased trees that constitute a hazard to public or adjacent private property*

Chapter 10 includes many requirements about how landscaping needs to be installed upon completion of a new project. It says that improvements shall be maintained in a neat and attractive manner. Unfortunately, 'neat and attractive' is a bit of a subjective statement that is difficult to enforce.

*10.20.090 Site plan review. (2) All improvements shown on the approved site plan or amended site plan shall be maintained in a neat and attractive manner.*

The ordinance does not reference bark mulch replenishing, green grass, planting flowers, sprucing up, or making things look nice in general. As an idea, Clinton uses their RDA funds for the hanging flower baskets. Syracuse could use their RDA funds to fund a similar program. Use of RDA funds requires approval from the RDA board, which is also the City Council. Currently, there is a request to use RDA funds for a transportation project. Because of the high dollar amount for transportation projects, using the RDA funds for such projects may quickly deplete the funds, leaving insufficient funds for aesthetic type projects such as this.

### Consolidated Fee Schedule

The code enforcement fine section of the consolidated fee schedule includes a \$100 noncompliance fee of \$100 per incident. It also allows for charging abatement contractor costs along with an additional administrative fee.

### Goals of Discussion

Decide if the city should modify it's ordinance requirements for property maintenance on commercial properties. Options include but are not limited to:

- Consider modifying chapter 6, property maintenance ordinance to include additional requirements related to bark mulch, green grass, flowers etc.
- Consider using RDA funds to beautify business properties either through a city sponsored program like hanging baskets or a reimbursement program for beautifying, planting trees and flowers.
- Consider establishing new or increased fines for non-compliance of ordinances.



# COUNCIL AGENDA

## July 22, 2025

Agenda Item “g” Budget opening discussion – Fire engine and concrete fence around public works.

### ***Factual Summation***

Any question regarding this agenda item may be directed at Assistant City Manager, Stephen Marshall.

### ***Discussion Items***

We have two items that are time-sensitive that we would like the council to consider in an upcoming budget opening. We would like to have discussion now and get authorization to move forward as soon as possible.

**Fire Engine Purchase** - Syracuse Fire currently has a fire engine on order with Pierce Manufacturing with anticipated delivery date in late FY27. With the opening of Station #32, we need a reserve engine to fill the gap until the delivery of our new engine. We have an opportunity to purchase a 1996 Pierce Engine (refurbished in 2016) from South Davis Metro Fire Department that can be used as a reserve/training engine. The cost of the engine with equipment will be \$40,000. The purchased equipment will be transferred to the new engine, reducing the cost of equipment needed in FY27. We had savings from our FY2025 capital projects budget that could be used to pay for this engine.

**Public Works Precast Concrete wall** – Woodside Homes is building homes directly east of the public works building. They are required to install vinyl fencing on the backside of those homes bordering the public works yard. In lieu of installing the fence, we have an agreement in which they will give us \$17,340 to go towards a precast concrete wall to match the wall that surrounds the rest of our public works yard. The estimated cost to install the precast concrete wall is \$145,000. This expense could be funded by savings in the capital projects fund from FY2025.

### ***Discussion Goals***

The following items outline the goals of this discussion:

1. Determine whether to approve the purchase of the fire engine and installation of the precast concrete fence at public works.



# COUNCIL AGENDA

July 22, 2025

Agenda Item “h”

## **Discussion to consider using RDA funds to widen 1000 West near Antelope Drive**

### ***Factual Summation***

The traffic volumes at 1000 West near Antelope Drive have increased impacting the level of service with longer wait times and accidents.

A simple concept plan has been included to consider possible improvements that could be done to improve traffic handling and safety measures. Nothing in this concept plan is absolute. It is only a simple exhibit for discussion.

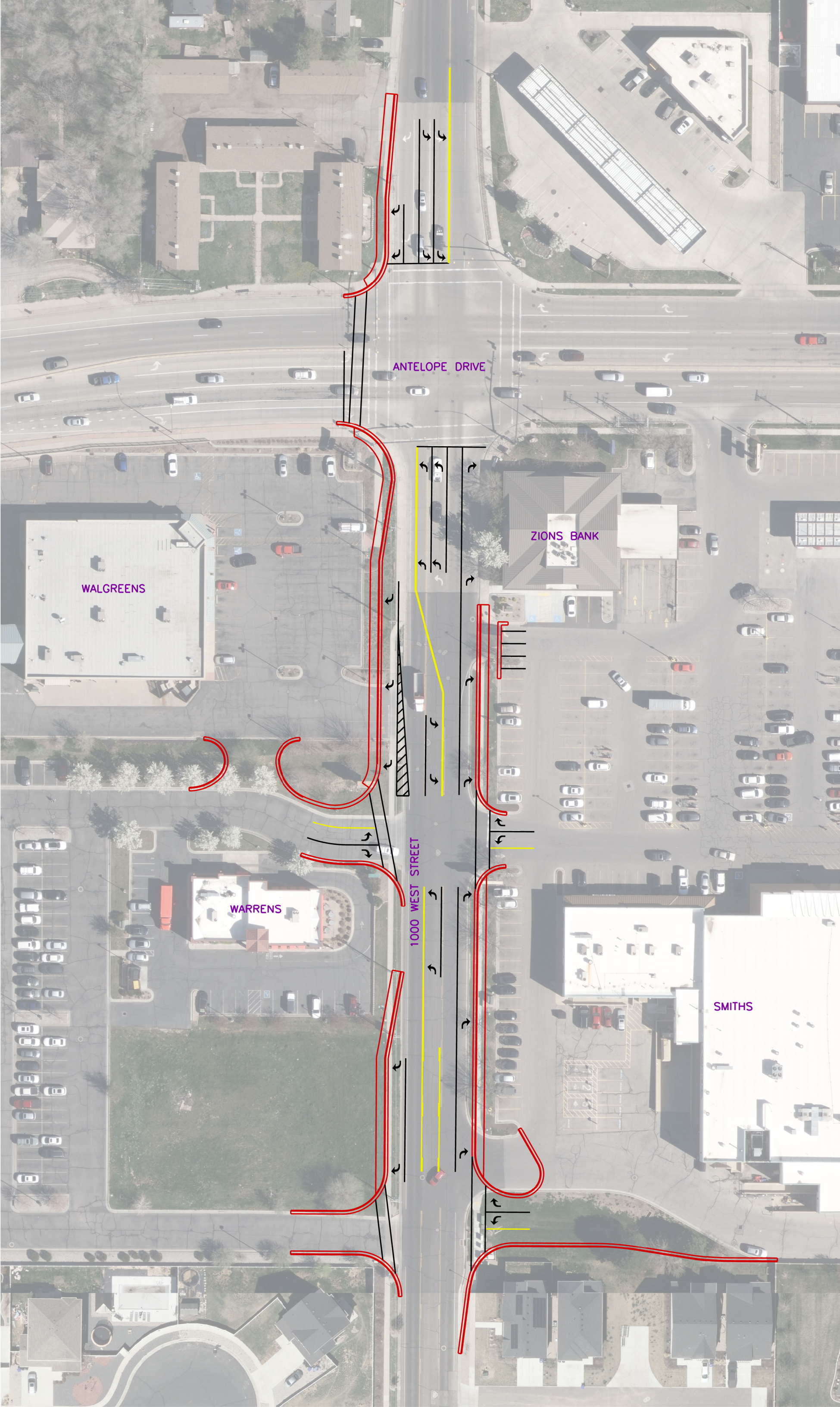
### ***Discussion Goals:***

Determine if the council has any interest in this type of project to improve traffic in the area.

Provide any input for staff to consider if the council chooses to move forward in gathering information and exploring this possible solution.

Determine if the council wishes to consider having an environmental document prepared with a preliminary plan drafted with preliminary costs. The environmental can provide cost-benefit analysis data for council to make good decisions on how to proceed.





ANTELOPE DRIVE

ZIONS BANK

WALGREENS

WARRENS

1000 WEST STREET

SMITHS