



SYRACUSE CITY

Syracuse City Council Work Session Agenda

April 28, 2026 – 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: 874 5636 0940

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- 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, by 4:00 p.m. on April 28, 2026. Comments submitted by the deadline will be read for the record of the meeting.*)
- c. Discussion/review of draft Interlocal Cooperation Agreement with Layton City for Emergency Dispatch Services. (10 min.)
- d. Discussion/consideration of Interlocal Cooperation Agreement with Davis County to conduct the Community Development Block Grant (CDBG) Program for Fiscal Years (FY) 2027, 2028, and 2029. (10 min.)
- e. Planning items:
 1. Application for zone change for property located at 3000 W. and 1700 S., Agriculture (A-1) to General Commercial (GC). (10 min.)
 2. Discussion/consideration of recommendation to Planning Commission regarding amendments to Section 10.45 of the Syracuse Municipal Code (SMC) pertaining to sign and lighting regulations. (10 min.)
 3. Discussion/consideration of proposed ordinance requiring recycling at multi-family housing developments. (10 min.)
 4. Discussion/consideration of potential amendment to commercial development standards. (10 min.)
 5. Discussion/consideration of potential amendment to site plan approval process. (10 min.)
 6. Council review of draft memo to Utah Department of Transportation (UDOT) regarding affordable housing directive from Governor Cox. (5 min.)
- f. Discussion/consideration of potential amendment to the gravity flow sewer ordinance. (10 min.)
- g. Discussion/consideration of the surplus of two parcels of real property located at 508 W. 2700 S. and 546 W. 2525 S. (10 min.)
- h. Discussion/consideration of proposed mutual aid agreement for Information Technology (IT) support in the event of a cyber security attack. (10 min.)
- i. Discuss draft amendments to Recruitment and Retention Policy. (15 min.)
- j. 2027 Budget overview discussion. (30 min.)
 1. Operational expense items follow-up;
 2. Five-year roads/infrastructure plan;
 3. Five-year capital equipment/project plan;
 4. Five-year Information Technologies (IT) plan;
 5. Five-year Parks plan;
 6. Utility rate summary.
- k. 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 23<sup>rd</sup> day of April, 2026 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 April 23, 2026.

CASSIE Z. BROWN, MMC  
SYRACUSE CITY RECORDER



# COUNCIL AGENDA

April 28, 2026

Agenda Item “c”                      Proposed Interlocal Agreement with Layton City for  
Emergency Dispatch Services

## *Overview*

The attached Interlocal Cooperation Master Agreement establishes a regional framework for emergency dispatch services administered by Layton City. Under this agreement, Syracuse City would transition its dispatch services from Davis County to Layton City’s Emergency Communications Center (ECC).

## *Syracuse City Responsibilities*

As a participating agency, Syracuse City would be responsible for:

- Paying its proportionate share of dispatch service costs based on the established fee methodology
- Paying quarterly invoices within 30 days
- Contributing to operational and capital costs necessary to maintain service levels
- Ensuring compliance with applicable policies, including CJIS requirements for data access and security
- Participating in advisory groups to provide input on operations, budgets, and policies
- Retaining ownership of its own field equipment (radios, vehicles, etc.)

Syracuse would not have operational control of the dispatch center but would have input through the advisory governance structure.

## *Layton City Responsibilities*

Under the agreement, Layton City serves as the sole administering agency for dispatch services and is responsible for:

- Operating and managing the Emergency Communications Center, including staffing, training, and day-to-day operations
- Maintaining full authority over dispatch operations and service delivery

- Establishing and administering the annual budget and fee structure
- Providing dispatch services for 9-1-1 and non-emergency calls
- Invoicing participating agencies and providing annual financial reporting
- Maintaining ownership of all dispatch-related infrastructure, systems, and equipment
- Providing governance structure support, including advisory groups for participating agencies

Layton retains primary control over operations, and no separate joint entity is created through this agreement.

### ***Budget Impact***

The proposed transition to Layton City dispatch services will have a financial impact on the City's budget:

- **FY Upcoming Cost (Layton):** \$392,000
- **Current Cost (Davis County):** Approximately \$150,000
- **Net Increase:** \$242,000 annually

This increase has been previously discussed with the City Council during the budget retreat. The proposed funding mechanism is a monthly dispatch fee assessed on utility bills, which would offset the additional cost without significantly impacting the General Fund.

### ***Discussion Item***

1. Review draft agreement with Layton City
2. Discuss and determine whether to place the agreement on the May business session for approval.

## **INTERLOCAL COOPERATION MASTER AGREEMENT REGARDING REGIONAL DISPATCH SERVICES**

This Interlocal Cooperation Master Agreement Regarding Regional Dispatch Services (this “Master Agreement”) is entered into pursuant to the Utah Interlocal Cooperation Act, Utah Code Ann. § 11-13-101 et seq. (the “Act”), by and between Layton City, a municipal corporation of the State of Utah (“Layton”), and those municipal corporations, counties, state agencies, and special service districts that execute a joinder or addendum to this Master Agreement (each an “Agency”, collectively the “Agencies”).

Layton and each Agency may be referred to individually as a “Party” and collectively as the “Parties.”

### **RECITALS**

**WHEREAS**, Layton operates an Emergency Communications Center (“ECC”) capable of receiving 9-1-1 and non-emergency calls and dispatching public safety resources;

**WHEREAS**, certain municipal, county, and special service district agencies desire to obtain dispatch services through a consolidated, regional emergency communications system;

**WHEREAS**, the Parties agree that a centralized ECC promotes efficiency, interoperability, fiscal responsibility, and improved public safety outcomes for residents and first responders;

**WHEREAS**, the Parties desire to establish a master interlocal framework under which participating agencies may become bound through execution of agency-specific addenda, without requiring separate execution of this Master Agreement by each participating agency;

**WHEREAS**, the Parties, pursuant to Utah's Interlocal Cooperation Act, which is codified at Title 11, Chapter 13, Utah Code Annotated (the "Act"), are authorized to enter into this Master Agreement;

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, the Parties agree as follows:

### **PURPOSES**

The purposes of this Master Agreement include the following:

- 1.1 Provide efficient, high-quality, and cost-effective public safety dispatch services on a regional basis.
- 1.2 Standardize, to the extent practicable, dispatch related policies, procedures, and operational practices within the agencies served, as they apply to dispatch services.

- 1.3 Establish an advisory governance structure to provide input and recommendations on service delivery, dispatch policies and procedures, budgets, and capital planning.
- 1.4 Create a fair, equitable, transparent, and scalable fee structure for dispatch services.
- 1.5 Allow for the orderly addition and removal of participating agencies without impairing ECC operations.

## **DEFINITIONS**

- 2.1 “Member Agency” means an Agency that participates in the governance structure established by this Master Agreement.
- 2.2 “Contract Agency” means an Agency that receives dispatch services pursuant to an agency-specific addendum but does not participate in governance.
- 2.3 “Addendum” means an agency specific agreement incorporating this Master Agreement by reference.
- 2.4 “Consensus” means eighty percent (80%) of participating Member Agencies.
- 2.5 “Chief Administrative Officer” means the individual designated by a Member Agency as its principal executive or administrative representative. Such individual may include a city manager, district director, sheriff, or other appointed administrator. If a Member Agency operates under a form of government in which executive authority is vested in an elected official, the governing body may designate either such elected official or an appointed administrative representative to serve in this capacity for purposes of this Agreement.
- 2.6 “Weighted Vote” means a vote based on the proportional dispatch services assessment to each Member Agency for the current year.

## **GOVERNANCE STRUCTURE**

- 3.1 Operational Authority
  - 3.1.1 Whenever possible, operational decisions shall be made by operational leaders, in the best interests of the ECC, the Member Agencies, Contract Agencies, and the residents. Layton retains sole authority over the management, staffing, supervision, training, and day-to-day operation of the ECC. This Master Agreement does not create, and shall not be construed to create, a separate legal entity, joint venture, partnership, or other joint organization under the Utah Interlocal Cooperation Act or otherwise. Layton shall serve as the sole administering agency for the

Emergency Communications Center, and all authority, responsibility, and control not expressly delegated in this Master Agreement shall remain with Layton.

### 3.2 User Advisory Groups

3.2.1 Composition: Two User Advisory Groups are established.

- (1) Law Enforcement User Advisory Group
- (2) Fire User Advisory Group

3.2.2 Each Member Agency and Contract Agency may appoint one operational level representative to the applicable group. The User Advisory Groups shall:

- (1) Provide input and recommendations regarding dispatch protocols, procedures, policies, service levels, and systems.
- (2) Strive for Consensus.
- (3) Where Consensus cannot be achieved, matters may be referred to the Member Advisory Group.
- (4) Meetings shall occur at least quarterly and be facilitated by ECC personnel in an ex officio capacity.

### 3.3 Member Advisory Group

3.3.1 Composition: One chief-level law enforcement or fire official from each Member Agency.

3.3.2 The Member Advisory Group will meet at least quarterly. If there are action items from the User Advisory Group Meeting, then the Member Advisory Group shall meet within thirty (30) days of the last User Advisory Group Meeting. The Member Advisory Group may select a Chair and Vice Chair, if necessary, and adopt procedures.

3.3.3 Duties include:

- (1) Reviewing matters and providing input and recommendations (regarding policies and procedures) for service delivery changes affecting user groups.
- (2) Resolving disputes (regarding service delivery) referred by User Advisory Groups.
- (3) Reviewing and providing input on the annual budget, fee structure, and capital plans.
- (4) The Member Advisory Group will strive for Consensus. Unresolved matters may be referred to the Budget Advisory Group.

### 3.4 Budget Advisory Group

- 3.4.1 Composition: One Chief Administrative Officer representative from each Member Agency.
- 3.4.2 Meetings: The Budget Advisory Group will meet at least annually.
- 3.4.3 Duties include:
  - (1) Reviewing the annual ECC budget and five-year capital improvement plan.
  - (2) Making recommendations to the Layton City Manager and Layton City Council.
  - (3) Acting on matters referred by the Member Advisory Group.
- 3.4.4 Voting: The Budget Advisory Group will strive for unanimity. In the event unanimity is not achieved, the Budget Advisory Group will strive for Consensus. If Consensus is not reached, decisions shall be made by a simple majority Weighted Vote.
- 3.4.5 Quorum: A quorum is defined as a majority of the members of the Budget Advisory Group but must include representation from all three Member Agencies with lengthy experience in ECC operation so long as they remain Member Agencies: Layton, Clearfield, and Davis County.

## **FEES AND FUNDING**

- 4.1 General Principles: Member Agencies share the common goal or desire to provide high quality dispatch services. To achieve this goal the ECC requires adequate funds for personnel, equipment, and training. Member Agencies shall contribute equitably to the cost of ECC operations sufficient to maintain appropriate staffing, equipment, and training. These funds may only be used for services reasonably related to public safety dispatch.
- 4.2 9-1-1 Revenue: Upon execution of this Master Agreement, Member Agencies operating a Public Safety Answering Point (PSAP) or ECC shall request redirection of applicable 9-1-1 fee revenue to Layton's 9-1-1 Restricted Accounts.
- 4.3 Fee Methodology: The fee methodology for Member Agencies is broken into two parts.
  - 4.3.1 A law enforcement fee and a fire usage fee, applied to the amount not covered by 9-1-1 revenue.
  - 4.3.2 The law enforcement fee represents seventy-five percent (75%) of the total amount not covered by 9-1-1 revenue, multiplied by the proportional number of budget-approved full-time, certified sworn officer positions as of September 1 of the preceding year.

- 4.3.3 In the event a participating law enforcement agency experiences a material change in sworn staffing after the September 1 date used for the fee calculation, the affected agency, Layton, or the Budget Advisory Group may request review of the allocation. A “material change” means an increase or decrease of more than ten percent (10%) of the agency’s full-time sworn officer positions used for the calculation under Section 4.3.2. Upon review, the Budget Advisory Group may recommend an adjustment to the allocation methodology or fee for the affected fiscal year, subject to approval consistent with this Agreement.
- 4.3.4 The fire usage fee represents twenty-five percent (25%) of the total amount not covered by the 9-1-1 revenue, multiplied by the proportional number of a rolling 3-year average of case numbers, as reported in the Davis Area Public Safety System (DAPSS).
- 4.3.5 Layton may rely on the official adopted budget of each agency as documentation of the number of full-time sworn officer positions used in the calculation.

#### 4.4 Budget Adoption and Invoicing

- 4.4.1 The ECC will provide good faith preliminary estimates of the anticipated fee by December 31.
- 4.4.2 Final approval of annual dispatch fees will be upon adoption of the budget by the Layton City Council in June (or in August in the case of Truth in Taxation).
- 4.4.3 In the event the final approved annual dispatch fee differs by more than  $\pm 5\%$  from the preliminary good-faith estimate provided under Section 4.4.1, Layton shall provide a written explanation to the Member Agencies detailing the reasons for the difference.
- 4.4.4 Invoicing by Layton to Member and Contract Agencies shall occur quarterly with the annual dispatch fee divided into four (4) equal installments during the applicable fiscal year (for cities and special districts) or calendar year (for Davis County).
- 4.4.5 Layton City will provide an accounting of the budget and expenditures at least annually, or upon the request of the Budget Advisory Group.
- 4.4.6 Payment of each invoice shall be due within thirty (30) days of receipt. Any amount not paid within thirty (30) days shall accrue interest at a rate of two percent (2%) per annum until paid.

- 4.5 Excess Funds. In the event budget expenditures are less than budget assessments in a given year, the excess operational funds shall be retained in a special revenue fund and may include up to two months of operating expenses, with remaining balances credited toward future assessments.
- 4.6 Annual Report. Layton shall provide the annual report to the Member Advisory Group and Budget Advisory Group.

### **CAPITAL REPLACEMENT AND SPECIAL IMPROVEMENT FUND**

- 5.1 The ECC has certain infrastructure that will need to be replaced over time, and/or new services or equipment to enhance the services delivered to the public and Member Agencies may become necessary. ECC personnel will establish a Capital Replacement and Special Improvement Schedule for major cost centers. The Member Advisory Group and Budget Advisory Group will review the Capital Replacement and Improvement Plan and assess a percentage fee for each Member Agency to set aside for future needs. These funds will be held separately from operational funds. Any interest or investment earnings generated from these funds shall be retained within the Capital Replacement and Special Improvement Fund and shall not be used for operational expenses.

### **OWNERSHIP OF PROPERTY**

- 6.1 Except as otherwise expressly provided in writing:
  - 6.1.1 Each Member and Contract Agency shall retain sole ownership of all vehicles, apparatus, radios, mobile data terminals, equipment, and other tangible or intangible property owned or acquired by that agency for its own public safety operations.
  - 6.1.2 All real and personal property, infrastructure, systems, equipment, software, licenses, and other assets acquired, leased, licensed, maintained, or replaced using funds budgeted or expended by Layton for the ECC, including assets funded in whole or in part by dispatch service fees, shall remain the sole and exclusive property of Layton.
  - 6.1.3 Nothing in this Master Agreement shall be construed to create joint ownership of any property or asset, or to confer upon any Member or Contract Agency any ownership interest in the ECC or its assets.

### **ADDITION OF NEW AGENCIES**

- 7.1 Agencies seeking dispatch services shall submit a letter of intent to the ECC Director.

- 7.2 Layton shall prepare an impact assessment and recommendation to the Budget Advisory Group. The Budget Advisory Group shall review and make recommendations to the Layton City Council regarding the addition of a new agency. Final approval shall be given by the Layton City Council.
- 7.3 All onboarding costs shall be borne by the requesting agency.
- 7.4 New agencies shall begin participation by adopting this Master Agreement by executing an agency specific Addendum.

### **TERM, TERMINATION, AND WITHDRAWAL**

- 8.1 This Master Agreement shall become effective upon execution by Layton and adoption by its governing body. The initial term of this Master Agreement shall be three (3) years. Thereafter, the Master Agreement shall automatically renew on an annual basis unless terminated as described herein. Additional Agencies may become Parties to this Master Agreement by executing an agency-specific Addendum.
- 8.2 A Member or Contract Agency may terminate its participation in this Master Agreement and withdraw effective as of June 30 of any year upon providing not less than eighteen (18) months prior written notice. Termination and withdrawal shall not release the Member or Contract Agency from any duties, liabilities, or financial obligations accrued or incurred prior to and through the effective date of termination.
- 8.3 Upon termination of this Master Agreement with respect to any Member or Contract Agency, or upon termination of this Master Agreement in its entirety, no jointly owned property shall exist. All real and personal property, infrastructure, equipment, software, systems, and capital assets used in connection with the Emergency Communications Center shall remain the sole property of Layton City, unless otherwise expressly agreed to in writing. Any prepaid fees or assessments shall be addressed in accordance with the fee provisions of this Master Agreement.

### **AMENDMENTS**

- 9.1 This Master Agreement may be amended upon:
  - (1) Approval by two-thirds Weighted Vote of the Budget Advisory Group; and
  - (2) Ratification by the governing bodies of Member Agencies representing at least two-thirds of the total weighted allocation. For purposes of this ratification, each Member Agency's governing body shall vote as a single unit, and the internal vote breakdown of that governing body shall not affect the weighted allocation.

## **LIABILITY, INDEMNIFICATION, AND GOVERNMENTAL IMMUNITY**

- 10.1 No Waiver of Governmental Immunity. Nothing in this Master Agreement shall be deemed or construed to waive, modify, or limit any immunity, defense, or limitation of liability available to any Party under the Utah Governmental Immunity Act, Utah Code Ann. § 63G-7-101 et seq. (“UGIA”), or other applicable law. All such rights, defenses, and immunities are expressly reserved.
- 10.2 Separate Responsibility. Each Party shall be solely responsible for its own acts or omissions, and the acts or omissions of its officers, employees, agents, and volunteers, arising out of or related to the performance of this Master Agreement. No Party assumes responsibility for the acts or omissions of any other Party.
- 10.3 Indemnification to the Extent Permitted by Law. To the extent permitted by Utah law, each Party agrees to indemnify and hold harmless the other Parties, and their respective officers, employees, and agents, from and against claims, demands, damages, losses, or expenses arising out of the indemnifying Party’s negligent acts or omissions in the performance of this Master Agreement.
- 10.4 No Joint Employment or Agency. Nothing in this Master Agreement shall be construed to create an agency, partnership, joint venture, or joint employment relationship between Layton and any Member or Contract Agency, nor shall it be construed to create a joint powers entity, joint employer relationship, or shared liability arrangement among the Parties. Employees of Layton providing dispatch services shall always remain solely employees of Layton.

## **CJIS COMPLIANCE AND DATA BREACH RESPONSIBILITY**

- 11.1 CJIS Compliance. Each Party acknowledges that the ECC accesses and processes Criminal Justice Information (“CJI”) and agrees to comply with all applicable federal and state laws and the FBI Criminal Justice Information Services (“CJIS”) Security Policy, as amended from time to time, to the extent applicable to that Party’s personnel, systems, and operations.
- 11.2 Access Control and Training. Each Party is responsible for ensuring that its personnel who access CJI satisfy all applicable CJIS background check, security awareness training, and access requirements, and that access to CJI is limited to authorized personnel only.
- 11.3 CJIS Data Breach Notification. In the event of any suspected or confirmed unauthorized access, disclosure, or breach of CJI (“CJIS Data Breach”), the Party discovering the CJIS Data Breach shall notify Layton and any affected Parties without unreasonable delay and shall cooperate in good faith in any investigation, mitigation, remediation, or notification efforts required by applicable law or CJIS policy.

- 11.4 Responsibility for CJIS Data Breaches. Each Party shall be responsible for CJIS Data Breaches caused by the acts or omissions of its officers, employees, agents, contractors, or systems. No Party shall be responsible for a CJIS Data Breach caused solely by the acts or omissions of another Party.
- 11.5 Limitation of Liability. Nothing in this Section 11 shall be construed to create liability, require indemnification, or impose financial responsibility beyond that permitted by the Utah Governmental Immunity Act or other applicable law.
- 11.6 No Waiver of Immunity. Nothing in this Section shall be deemed to waive or limit any immunity, defense, or protection available to any Party under the Utah Governmental Immunity Act.

**GOVERNMENT RECORDS ACCESS AND MANAGEMENT ACT**

- 12.1 This Master Agreement and the Parties are subject to the Government Records Access and Management Act “GRAMA”. The Parties acknowledge and accept the following procedures for processing requests under GRAMA.
- 12.2 Layton shall have ownership of all call records. A call record consists of the phone call received by the dispatch operator and the associated CAD notes.
- 12.3 The Party who responds to the dispatch call shall own all other corresponding case records.
- 12.4 The Parties shall create, maintain, classify, retain, and dispose of its own records in compliance with GRAMA. No Party shall be responsible for another Party’s compliance with GRAMA.

**LEGAL REVIEW**

- 13.1 This Master Agreement has been reviewed by legal counsel for each Party as to form and legality pursuant to the Utah Code.

**GOVERNING LAW**

- 14.1 This Master Agreement shall be governed by and construed in accordance with the laws of the State of Utah.

**VENUE AND JURISDICTION**

- 15.1 Any legal action arising out of or relating to this Master Agreement shall be brought in a court of competent jurisdiction located within the State of Utah, with venue lying in Davis County, Utah.

## **CONFLICTS AND ORDER OF PRECEDENCE**

- 16.1 In the event of a conflict between this Master Agreement and any agency-specific addendum or contract entered into pursuant to this Master Agreement, this Master Agreement shall control unless the addendum or contract expressly states an intent to supersede a specific provision of this Master Agreement.

## **DISPUTE RESOLUTION AND ATTORNEYS' FEES**

- 17.1 The Parties agree to make good-faith efforts to resolve disputes arising under this Master Agreement through informal discussions between executive-level representatives before initiating litigation. The parties may, but are not required to, participate in mediation to resolve any issues arising out of this Master Agreement.
- 17.2 Except as otherwise expressly required by law, each Party shall bear its own attorneys' fees, costs, and expenses incurred in connection with any dispute arising out of or relating to this Master Agreement.

## **INTERLOCAL AGREEMENT**

- 18.1 Each of the Parties hereby certifies that, pursuant to the requirements of Section 11-13-202.5, Utah Code (1953 as amended), it has submitted this Master Agreement to an attorney authorized to represent it for review as to proper form and compliance with applicable law.
- 18.2 Each individual signing this Master Agreement on behalf of a Party hereby represents and warrants through his or her signature, that the execution of this Master Agreement has been approved by a resolution duly adopted by the governing authority of such Party, and that signed copy of this Master Agreement will be filed with the keeper of public records of such Party pursuant to Section 11-13-209 of the Cooperation Act. For Agencies participating pursuant to an agency-specific Addendum, approval of such Addendum by the Agency's governing body shall constitute approval for purposes of the Interlocal Cooperation Act.
- 18.3 For any Agency participating in this Master Agreement pursuant to an agency-specific Addendum, approval and execution of such Addendum by the Agency's governing body shall constitute approval of this Master Agreement for purposes of the Utah Interlocal Cooperation Act, including Sections 11-13-202.5 and 11-13-209, Utah Code Annotated. Such Addendum, together with this Master Agreement as incorporated by reference, shall be deemed the interlocal Master Agreement of that Agency.



# COUNCIL AGENDA

April 28, 2026

## Inter-local Agreement for CDBG Program

Agenda item "d"

### *Summary*

Davis County administers the Community Development Block Grant (CDBG) on behalf of most cities in the county, except Clearfield and Layton. The CDBG program provides federally funded grants to low income areas. Any proposed project must demonstrate that it primarily benefits low/moderate income households. This proposed inter-local agreement would continue the county's ongoing management of the program for another three years. Davis County Community Services Manager Ryan Steinbeigle is the current grant administrator. The following table summarizes the recent use of the the grant funds:

| Year | Grant Description        | Amount    | Grantee/City          |
|------|--------------------------|-----------|-----------------------|
| 2025 | Home Rehabilitation      | \$210,000 | Habitat for Humanity  |
| 2025 | Foundation Stabilization | \$150,000 | Woods Cross City      |
| 2025 | Waterline Replacement    | \$250,000 | South Davis Water     |
| 2025 | Pre-Kindergarten Camp    | \$107,000 | Davis School District |
| 2025 | Landlord Mediation       | \$29,000  | Open Doors            |
| 2024 | Home Rehabilitation      | \$150,000 | Habitat for Humanity  |
| 2024 | Foundation Stabilization | \$115,000 | Woods Cross City      |
| 2024 | Waterline Replacement    | \$199,000 | South Davis Water     |
| 2024 | ADA Improvements         | \$126,000 | Fruit Heights         |
| 2024 | ADA Improvements         | \$60,000  | Davis Health Dept.    |
| 2024 | Domestic Violence        | \$40,000  | Safe Harbor           |
| 2024 | Job Training/Coaching    | \$67,758  | PARC                  |
| 2024 | Landlord Mediation       | \$25,000  | Open Doors            |

### *Goals of Discussion*

Consider the attached agreement and decide if it is ready to be placed on the next City Council agenda for a vote.

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INTERLOCAL COOPERATION AGREEMENT RELATING TO THE CONDUCT  
OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM  
FOR FEDERAL FISCAL YEARS 2027, 2028 AND 2029

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This Agreement is between Davis County, Utah, a body politic and corporate and legal subdivision of the state of Utah (the "County"), and the City of Syracuse, a municipal corporation of the state of Utah (the "City"). The County and the City may be collectively referred to as the "Parties" in this Agreement.

RECITALS

A. In 1974, the United States Congress enacted the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301 et seq.) (the "Act"); and

B. The primary objective of the Act is the development of viable urban communities, by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income; and

C. To implement the objectives of the Act, the United States Department of Housing and Urban Development ("HUD") has issued regulations governing the conduct of the Community Development Block Grants ("CDBG") program, published in 24 Code of Federal Regulations ("CFR"), Part 570 (the "Regulations"); and

D. Pursuant to the Regulations, a county may qualify as an "urban county," as defined in Section 570.3 of the Regulations and Section 102(a)(6) of the Act, and thereby become eligible to receive entitlement grants from HUD for the conduct of CDBG program activities as an urban county; and

E. The county has qualified as an urban county and is eligible to receive entitlement grants from HUD for the conduct of CDBG program activities as an urban county; and

F. Pursuant to the Regulations, certain units of general local government located within the County's boundaries, including the City, may be included in the urban county for qualification and grant calculation purposes by entering into cooperation agreements with the County; and

G. The Parties desire to enter into this Agreement.

NOW, for and in consideration of the mutual promises, obligations, and/or covenants contained herein, and for other good and valuable consideration, the receipt, fairness, and sufficiency of which are hereby acknowledged, and the Parties intending to be legally bound, the Parties do hereby agree as follows:

1. This Agreement covers the CDBG entitlement program, as delineated under the Act and the Regulations. Through this Agreement, the City is a part of the County (as an urban county under the Act and Regulations) for CDBG qualification and grant calculation purposes.
2. By executing this Agreement, the City acknowledges, understands, and agrees with all of the following:
  - A. The City may not apply for grants from appropriations under the State CDBG program for the Three-year Qualification Period.

- B. The City may receive a formula allocation under the HOME program only through the County, as an urban county under the Act. Thus, even if the County does not receive a HOME formula allocation, the City is precluded from forming a HOME consortium with other local governments. The provisions of this subsection directly above, however, do not preclude the County or the City from applying to the state of Utah for HOME funds, if allowed by the state of Utah.
- C. The City may receive a formula allocation under the Emergency Solutions Grants (“ESG”) program only through the County, as urban county under the Act. The first sentence of this subsection does not preclude the County or the City from applying to the state of Utah for ESG funds, if allowed by the state of Utah.
- 3. The period covered by this Agreement is federal fiscal years 2027, 2028, and 2029 (the “Three-year Qualification Period”). This Agreement commences on October 1, 2026 and will remain in effect through the later of September 30, 2029, or until the CDBG funds and program income received (with respect to activities carried out during the Three-year Qualification Period) are expended and the funded activities completed. The Parties acknowledge and agree that they may not terminate this Agreement and may not withdraw from this Agreement while it remains in effect.
- 4. The Parties agree to cooperate to undertake, or assist in undertaking, community renewal and lower-income housing assistance activities. The City agrees and authorizes the County to undertake essential community renewal and lower income housing activities within the City’s municipal boundaries, including CDBG program activities and projects within the City’s municipal boundaries. The City further agrees and authorizes the County to undertake essential community development and housing assistances activities within the City’s municipal boundaries. More specifically, the Parties agree to cooperate in the development and selection of CDBG program activities and projects to be conducted or performed within the City’s municipal boundaries.
- 5. The Parties agree to:
  - A. Take all actions necessary to assure compliance with the County’s certification under Section 104(b) of the Act; specifically, to conduct and administer the grant in conformity with the Civil rights Act of 1964, and the implementing regulations at 24 CFR part 1, and the Fair Housing Act, and the implementing regulations at 24 CFR part 100, and will affirmatively further fair housing. See 24 CFR § 91.225(a) and Affirmatively Furthering Fair Housing Definitions and Certifications (86 FR 30779, June 10, 2021), to be codified at 24 CFR 5.151 and 5.152
  - B. Comply with Section 109 of the Act, and the implementing regulations at 24 CFR part 6, which incorporates Section 504 of the Rehabilitation Act of 1973, and the implementing regulations at 24 CFR part 8, Title II of the Americans with Disabilities Act, and the implementing regulations at 28 CFR part 35, the Age Discrimination Act of 1975, and the implementing regulation at 24 CFR part 146, and Section 3 of the Housing and Urban Development Act of 1968.
  - C. Comply by signing the assurances and certifications in the HUD 424-B
  - D. Comply with all other applicable laws; and
  - E. Comply with the applicable provisions of the grant agreements received by the County from HUD as well as the rules, regulations, guidelines, circulars and other requisites promulgated by the various federal departments, agencies, administrations and commissions relating to the CDBG program.

6. The Parties acknowledge, understand, and agree that the County may not provide any CDBG funding for activities in or in support of any cooperating unit of general local government, including the City that does not affirmatively further fair housing within its jurisdiction, or that impedes the County's actions to comply with the County's fair housing certification.
7. The City affirms that it has adopted and is enforcing:
  - A. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
  - B. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.
8. The Parties agree not to veto or otherwise obstruct the implementation of the approved consolidated plan. The Parties further agree that the County has the final responsibility for selecting CDBG program activities and projects as well as submitting the consolidated plan to HUD.
9. Pursuant to Section 570.501(b) of the Regulations, the Parties acknowledge and agree that the City is subject to the same requirements applicable to subrecipients, including the requirement of a written agreement as described in Section 570.503 of the Regulations.
10. The Parties acknowledge and agree that a unit of general local government may not sell, trade, or otherwise transfer all or any portion of CDBG funds to another metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations; rather, CDBG funds must be used for activities eligible under Title I of the Act
11. Any notices that may or must be sent under the terms and/or provisions of this Agreement should be delivered, by hand delivery or by United States mail, postage prepaid, as follows:

|                                                                                                                                             |                                                                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><u>To the City:</u><br/>         Syracuse<br/>         Attn: Brody Bovero<br/>         3061 S 2400 W<br/>         Syracuse, UT 84075</p> | <p><u>To the County:</u><br/>         Davis County<br/>         Attn: CDBG Grants Administrator<br/>         P.O. Box 618<br/>         Farmington, UT 84025</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|

12. No separate legal entity is created by this Agreement.
13. This Agreement will be authorized and approved by the legislative body of each Party by resolution or ordinance in accordance with Section 11-13-202.5, Utah Code Annotated, as amended, and a duly executed original counterpart of this Agreement will be filed with the keeper of records of each Party in accordance with Section 11-13-209, Utah Code Annotated, as amended. Moreover, this Agreement will be submitted to the authorized attorney for each Party for a legal opinion satisfying the Act and in accordance with applicable provisions of Section 11-13-202.5, Utah Code Annotated, as amended.
14. This Agreement, including all attachments, if any, constitutes and/or represents the entire agreement and understanding between the Parties with respect to the subject matter herein. There are no other written or oral agreements, understandings, or promises between the Parties that are not set forth herein. Unless otherwise set forth herein, this Agreement supersedes and cancels all prior agreements, negotiations, and understandings

between the Parties regarding the subject matter herein, whether written or oral, which agreements, if any, are void, nullified, and of no legal effect if they are not recited or addressed in this Agreement.

15. This Agreement and its provisions may not be supplemented, amended, modified, changed, discharged, or terminated verbally. Rather, this Agreement and all provisions hereof may only be supplemented, amended, modified, changed, discharged, or terminated by an instrument in writing, signed by the Parties.
16. If any part or provision of this Agreement is found to be invalid, prohibited, or unenforceable in any jurisdiction, such part or provision of this Agreement shall, as to such jurisdiction only, be inoperative, null and void to the extent of such invalidity, prohibition, or unenforceability without invalidating the remaining parts or provisions hereof, and any such invalidity, prohibition, or unenforceability in any jurisdiction shall not invalidate or render inoperative, null or void such part or provision in any other jurisdiction. Those parts or provisions of this Agreement, which are not invalid, prohibited, or unenforceable, shall remain in full force and effect.
17. This Agreement may be executed in any number of counterparts, each of which when so executed and delivered, shall be deemed an original, and all such counterparts taken together shall constitute one and the same Agreement.

[This space is left blank intentionally. Signature pages follow.]

SIGNATURE PAGE FOR DAVIS COUNTY, UTAH, TO THE INTERLOCAL COOPERATION AGREEMENT RELATING TO THE CONDUCT OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR FEDERAL FISCAL YEARS 2027, 2028, AND 2029

DAVIS COUNTY, UTAH

\_\_\_\_\_  
John Crofts, Chair  
Board of Davis County Commissioners  
Dated:\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Brian McKenzie  
Davis County Clerk  
Dated:\_\_\_\_\_

LEGAL OPINION

This Agreement and the terms and provisions of this Agreement are fully authorized under state law and local law. This Agreement provides full legal authority for the County to undertake essential community renewal and lower income housing activities within the City’s municipal boundaries. This Agreement is further reviewed and approved as to proper form and compliance with applicable law.

\_\_\_\_\_  
Bret James  
Davis County Civil Attorney  
Dated:\_\_\_\_\_

SIGNATURE PAGE FOR THE CITY OF \_\_\_\_\_, UTAH,  
TO THE INTERLOCAL COOPERATION AGREEMENT RELATING TO THE  
CONDUCT OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM  
FOR FEDERAL FISCAL YEARS 2027, 2028, AND 2029

CITY OF \_\_\_\_\_, UTAH

\_\_\_\_\_  
Dave Maughan

Mayor

Dated: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Cassie Brown

City Recorder

Dated: \_\_\_\_\_

LEGAL OPINION

This Agreement and the terms and provisions of this Agreement are fully authorized under state law and local law. This Agreement provides full legal authority for the County to undertake essential community renewal and lower income housing activities within the City's municipal boundaries. This Agreement is further reviewed and approved as to proper form and compliance with applicable law.

\_\_\_\_\_  
Colin Winchester

Attorney for the City of SYRACUSE

Dated: \_\_\_\_\_



# COUNCIL AGENDA

April 28, 2026

## Proposed Rezone from A-1 to GC 3000 W and 1700 S

Agenda item "e.1"

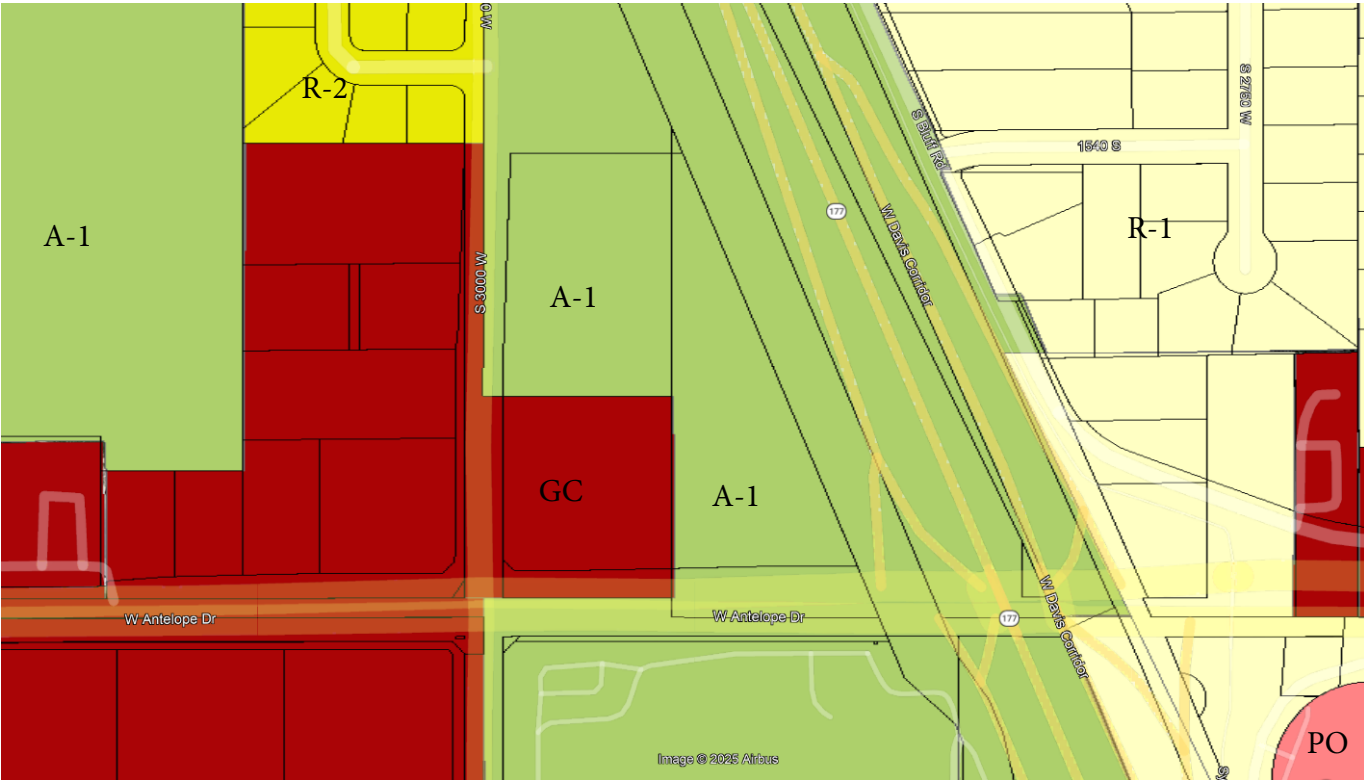
### *Summary*

The city has received an application to rezone parcels 12-0490183 (2.77 acres) and 12-049-0181 (2.778 acres). The parcels are located approximately on the northwest corner of 3000 W and 1700 S. The property is owned by Syracuse City. The proposed rezone is to prepare the land for commercial development as anticipated in the MOU approved 10/14/2025. The MOU was recently amended on 4/14/2026. The general plan is commercial. This request matches the General Plan.

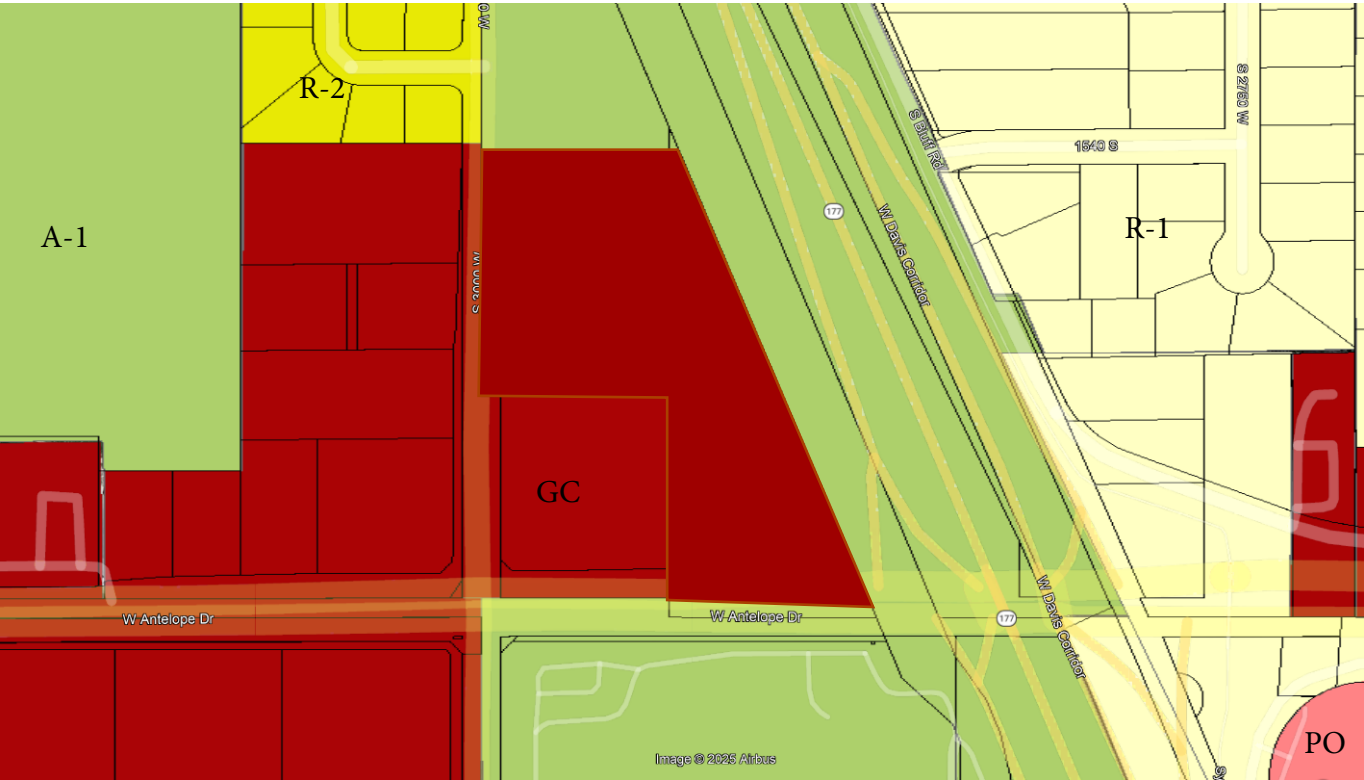
### *Goals of Discussion*

Consider the proposed amendment to the zoning map and decide if it is ready to be sent to the Planning Commission for recommendation and public hearing. Once reviewed by Planning Commission, the item will come back to City Council for a final vote.

Existing Zoning



Proposed Zoning





# COUNCIL AGENDA

April 28, 2026

## Proposed Amendment to Signage Ordinance

Agenda item "e.2"

### *Summary*

The City's signage ordinance is found in chapter 10.45 'Sign and Lighting Regulations'. The goal of the ordinance is to require signs that are aesthetically pleasing, harmonious to the built environment, not excessive or confusing, not hazardous to motorists or pedestrians, approve the appearance of the City, and safeguard property values. The city has received an application to amend the regulations. The applicant/developer is requesting taller/larger signage than what is allowed by current ordinance. They claim that the elevated freeway limits visibility to their signage. Please see attached for their proposed signage package and existing ordinance (see highlighted for areas in conflict with proposed signage.)

### *Goals of Discussion*

The goal of this discussion is to provide initial guidance to Planning Commission. This item will then be sent to Planning Commission for recommendation and public hearing. The item will then come back to City Council for a final vote.

February 18, 2026

To: Syracuse City Planning Department,

On behalf of our client, we respectfully submit this request for approval of a 50-foot-tall pole sign for the property located near Exit 13 along the northbound travel corridor.

The primary basis for this request is the significant lack of site visibility for northbound motorists exiting at Exit 13. Due to the existing roadway geometry, surrounding development, and intervening obstructions, the subject property is not visible to drivers until after they have already passed the exit. As a result, standard monument or lower-height signage would not provide sufficient advance notice to motorists, limiting the effectiveness of the sign and creating potential wayfinding challenges.

A 50-foot pole sign is necessary to elevate the sign face above existing visual obstructions and provide adequate sightlines for approaching traffic. This increased height will allow motorists traveling northbound to identify the business location in time to make a safe and informed decision to exit, improving traffic flow and reducing sudden or unsafe maneuvers.

The proposed sign will be designed in compliance with applicable structural and electrical codes and will incorporate quality materials, professional finishes, and illumination levels consistent with city standards. The intent is to create a sign that is functional, visually appropriate, and compatible with the surrounding area.

We appreciate the City's consideration of this request and believe the proposed height is a reasonable and justified solution to address the unique visibility constraints of this site. Please let us know if additional documentation, drawings, or a site meeting would be helpful in support of this request.

Sincerely,

Cindy Baker

Senior Account Executive

Cindy.baker@allied-sign.com



S1.1

D/F INTERNALLY ILLUMINATED PYLON SIGN

NTS

POWER REQUIREMENTS:  
PROVIDED BY OTHERS  
(1) 20 AMP Circuit / 120 Volts

ACCURATE FIELD SURVEY REQUIRED  
PRIOR TO FABRICATION



NIGHT/ILLUMINATED



NORTH BOUND 177, OFF RAMP

**ALLIED ELECTRIC SIGN & Awning**  
WWW.ALLIED-SIGN.COM

**CLIENT:** HAWKINS DEFELOPMENT  
**ADDRESS:** 3000 W ANTELOPE DR SYRACUSE UT  
**DATE:** 02/11/26  
**DESIGNER:** NB  
**ACCOUNT EXEC.:** CINDY BAKER  
**FILE NAME:** 2026-8113 - Hawkins Development - Syracuse Utah - R6 - 2.18.26

| REV. | DATE     | BY | DESCRIPTION                                                             |
|------|----------|----|-------------------------------------------------------------------------|
| 1    | 12.10.25 | JS | RELOCATE SIGN ON SITE PLAN, REVISE DESIGN & INCREASE ANGLE              |
| 2    | 12.11.26 | JS | CHANGE LOCATION PHOTO                                                   |
| 3    | 12.15.26 | JS | REVISE S1 TO RUST COLOR, ADD S2-S6                                      |
| 4    | 12.22.26 | JS | ADD BK TO S1, REMOVE PRIOR S5                                           |
| 5    | 02.11.26 | NB | REVISED SITE PLAN, MADE S2 & S3 5 TENANT SPACES VERTICAL. UPDATED PAGES |
| 6    | 02.18.26 | NB | REMOVED BK LOGO FROM ALL SIGNS                                          |
| 7    | 00.00.26 | XX | XXXX                                                                    |
| 8    | 00.00.26 | XX | XXXX                                                                    |
| 9    | 00.00.26 | XX | XXXX                                                                    |
| 10   | 00.00.26 | XX | XXXX                                                                    |

Client Approval \_\_\_\_\_ DATE \_\_\_\_\_

AE Approval \_\_\_\_\_ DATE \_\_\_\_\_

Landlord Approval \_\_\_\_\_ DATE \_\_\_\_\_



Survey NAME & DATE \_\_\_\_\_

Permit 00/00/25

Stage CONCEPT 2 of 9



S1.2

D/F INTERNALLY ILLUMINATED PYLON SIGN

NTS

POWER REQUIREMENTS:  
PROVIDED BY OTHERS  
(1) 20 AMP Circuit / 120 Volts

ACCURATE FIELD SURVEY REQUIRED  
PRIOR TO FABRICATION



NIGHT/ILLUMINATED



NORTH BOUND 177, EXIT RAMP

**ALLIED ELECTRIC SIGN & Awning**  
WWW.ALLIED-SIGN.COM

**CLIENT:** HAWKINS DEFELOPMENT  
**ADDRESS:** 3000 W ANTELOPE DR SYRACUSE UT  
**DATE:** 02/11/26  
**DESIGNER:** NB  
**ACCOUNT EXEC.:** CINDY BAKER  
**FILE NAME:** 2026-8113 - Hawkins Development - Syracuse Utah - R6 - 2.18.26

| REV. | DATE     | BY | DESCRIPTION                                                             |
|------|----------|----|-------------------------------------------------------------------------|
| 1    | 12.10.25 | JS | RELOCATE SIGN ON SITE PLAN, REVISE DESIGN & INCREASE ANGLE              |
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| 3    | 12.15.26 | JS | REVISE S1 TO RUST COLOR, ADD S2-S6                                      |
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| 6    | 02.18.26 | NB | REMOVED BK LOGO FROM ALL SIGNS                                          |
| 7    | 00.00.26 | XX | xxxx                                                                    |
| 8    | 00.00.26 | XX | xxxx                                                                    |
| 9    | 00.00.26 | XX | xxxx                                                                    |
| 10   | 00.00.26 | XX | xxxx                                                                    |

|                   |      |
|-------------------|------|
| Client Approval   | DATE |
| AE Approval       | DATE |
| Landlord Approval | DATE |

BACKED BY OUR  
**5 YEAR L.E.D. WARRANTY**

|        |             |
|--------|-------------|
| Survey | NAME & DATE |
| Permit | 00/00/25    |
| Stage  | CONCEPT     |
|        | 4 of 9      |

**S2 & S3**

**D/F INTERNALLY ILLUMINATED PYLON SIGN**

SCALE: 3/16"=1'-0"  
300.0 SQ FT

QUANTITY: 2

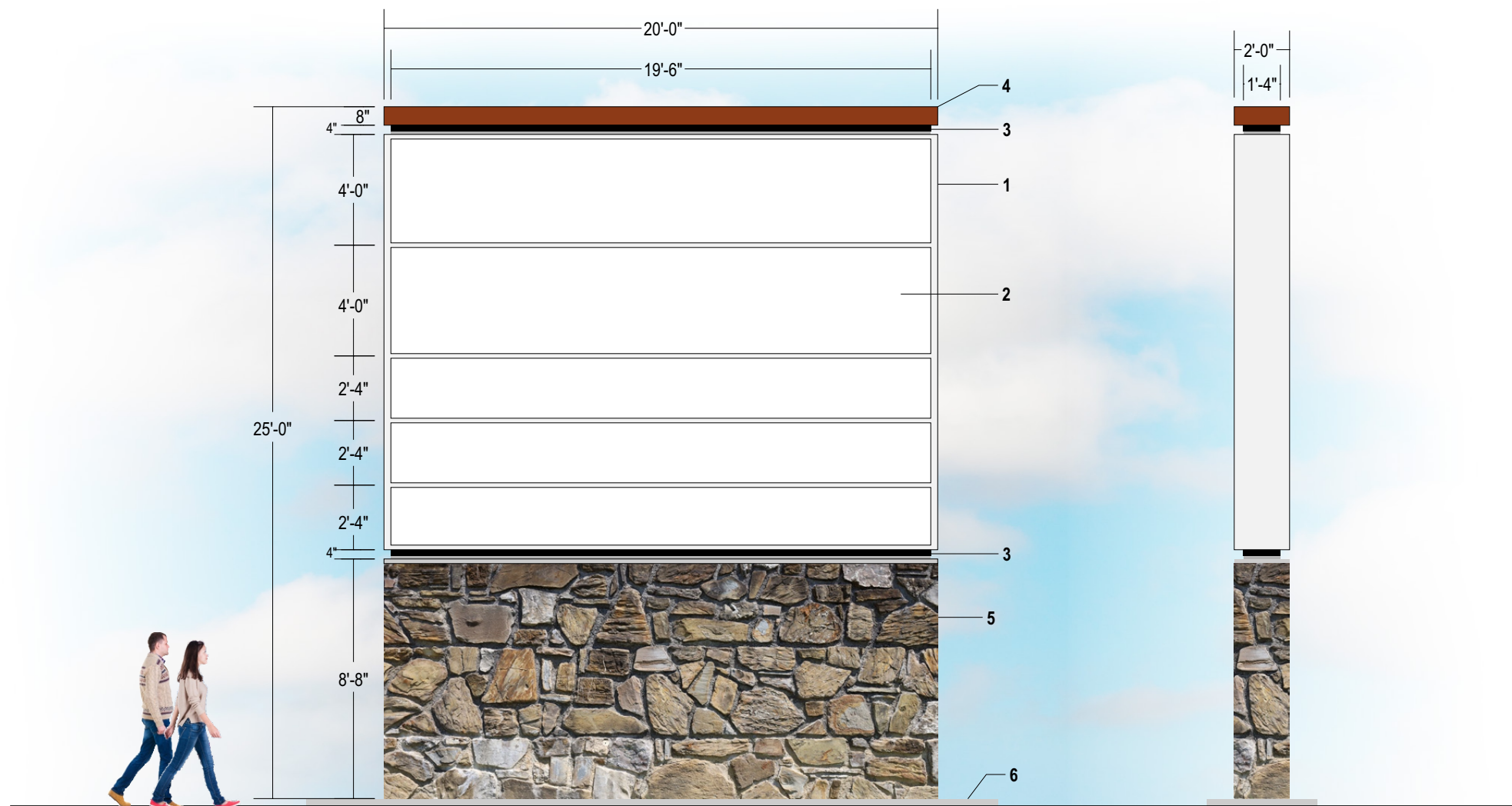
1. FABRICATED ALUM CABINET
  - 2" RETAINERS & DIVIDER
  - INTERNAL AGRILIGHT 5000K LED MODULES
2. FLAT, WHITE ACRYLIC FACES
  - TRANSLUCENT VINYL TENANT GRAPHICS PER LOGO SPECIFICATIONS
3. FABRICATED ALUM REVEALS
4. FABRICATED ALUM ROOF
5. BLOCK BASE TO MATCH BUILDINGS
  - INTERNAL STEEL SUPPORTS PER ENGINEER'S SPECIFICATIONS
6. CONCRETE MOW/MOUNTING PAD PER ENGINEER'S SPECIFICATIONS

**POWER REQUIREMENTS:**  
PROVIDED BY OTHERS  
**(1) 20 AMP Circuit / 120 Volts**

**ACCURATE FIELD SURVEY REQUIRED**  
PRIOR TO FABRICATION



NIGHT/ILLUMINATED



END VIEW

| COLOR SCHEDULE                 |                          |
|--------------------------------|--------------------------|
| SCREEN & PRINT COLORS MAY VARY |                          |
| [Color swatch]                 | TO MATCH BUILDING, SATIN |
| [Color swatch]                 | TO MATCH BUILDING, SATIN |

**ALLIED ELECTRIC SIGN & Awning**  
WWW.ALLIED-SIGN.COM

**CLIENT:** HAWKINS DEFELOPMENT  
**ADDRESS:** 3000 W ANTELOPE DR SYRACUSE UT  
**DATE:** 02/11/26  
**DESIGNER:** NB  
**ACCOUNT EXEC.:** CINDY BAKER  
**FILE NAME:** 2026-8113 - Hawkins Development - Syracuse Utah - R6 - 2.18.26

| REV. | DATE     | BY | DESCRIPTION                                                             |
|------|----------|----|-------------------------------------------------------------------------|
| 1    | 12.10.25 | JS | RELOCATE SIGN ON SITE PLAN, REVISE DESIGN & INCREASE ANGLE              |
| 2    | 12.11.26 | JS | CHANGE LOCATION PHOTO                                                   |
| 3    | 12.15.26 | JS | REVISE S1 TO RUST COLOR, ADD S2-S6                                      |
| 4    | 12.22.26 | JS | ADD BK TO S1, REMOVE PRIOR S5                                           |
| 5    | 02.11.26 | NB | REVISED SITE PLAN, MADE S2 & S3 5 TENANT SPACES VERTICAL. UPDATED PAGES |
| 6    | 02.18.26 | NB | REMOVED BK LOGO FROM ALL SIGNS                                          |
| 7    | 00.00.26 | XX | XXXX                                                                    |
| 8    | 00.00.26 | XX | XXXX                                                                    |
| 9    | 00.00.26 | XX | XXXX                                                                    |
| 10   | 00.00.26 | XX | XXXX                                                                    |

|                   |      |
|-------------------|------|
| Client Approval   | DATE |
| AE Approval       | DATE |
| Landlord Approval | DATE |



|        |             |
|--------|-------------|
| Survey | NAME & DATE |
| Permit | 00/00/25    |
| Stage  | CONCEPT     |
|        | 5 of 9      |

**S4 & S5**

**D/F INTERNALLY ILLUMINATED TENANT SIGNS**

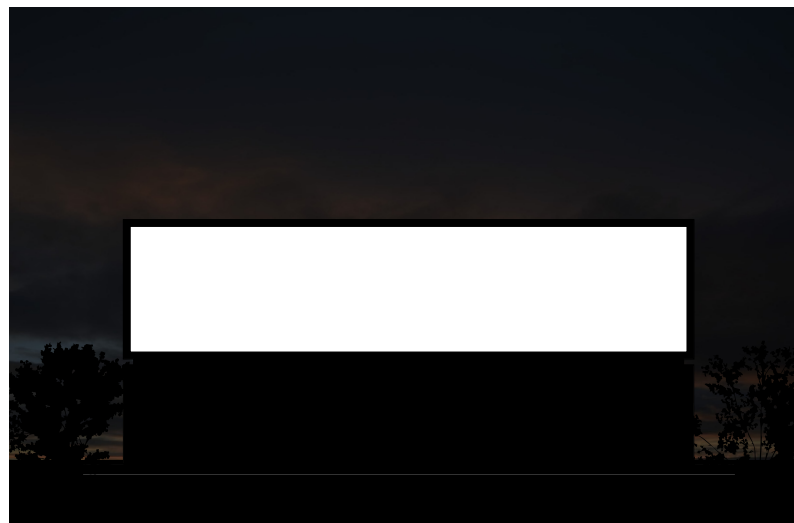
SCALE: 3/8"=1'-0"  
47.8 SQ FT

QUANTITY: 2

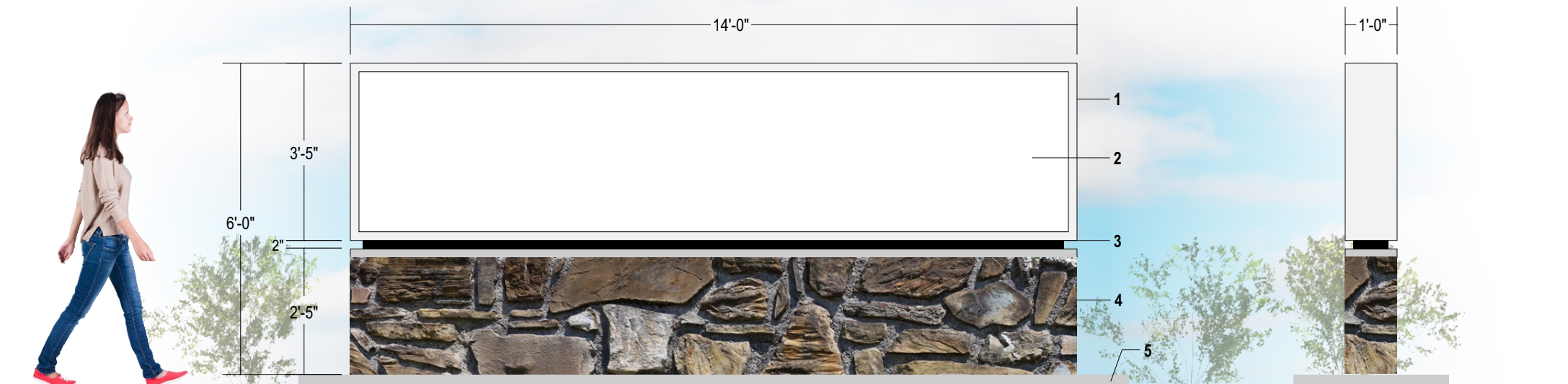
1. FABRICATED ALUM CABINET
  - 2" RETAINERS
  - INTERNAL AGRILIGHT 5000K LED MODULES
2. FLAT, WHITE ACRYLIC FACES
  - TRANSLUCENT VINYL TENANT GRAPHICS PER LOGO SPECIFICATIONS
3. FABRICATED ALUM REVEALS
4. BLOCK BASE TO MATCH BUILDINGS
  - INTERNAL STEEL SUPPORTS PER ENGINEER'S SPECIFICATIONS
5. CONCRETE MOW/MOUNTING PAD PER ENGINEER'S SPECIFICATIONS

**POWER REQUIREMENTS:**  
PROVIDED BY OTHERS  
**(1) 20 AMP Circuit / 120 Volts**

**ACCURATE FIELD SURVEY REQUIRED  
PRIOR TO FABRICATION**



NIGHT/ILLUMINATED



END VIEW

| COLOR SCHEDULE |                          |
|----------------|--------------------------|
|                | TO MATCH BUILDING, SATIN |
|                | TO MATCH BUILDING, SATIN |

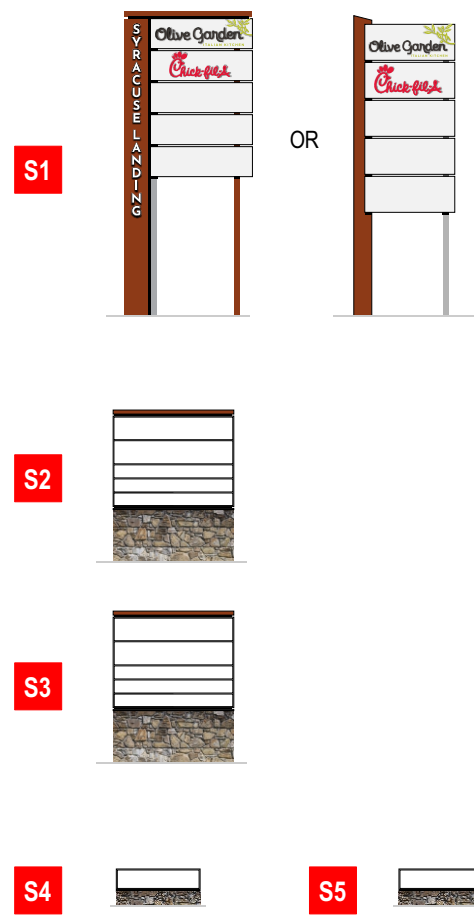
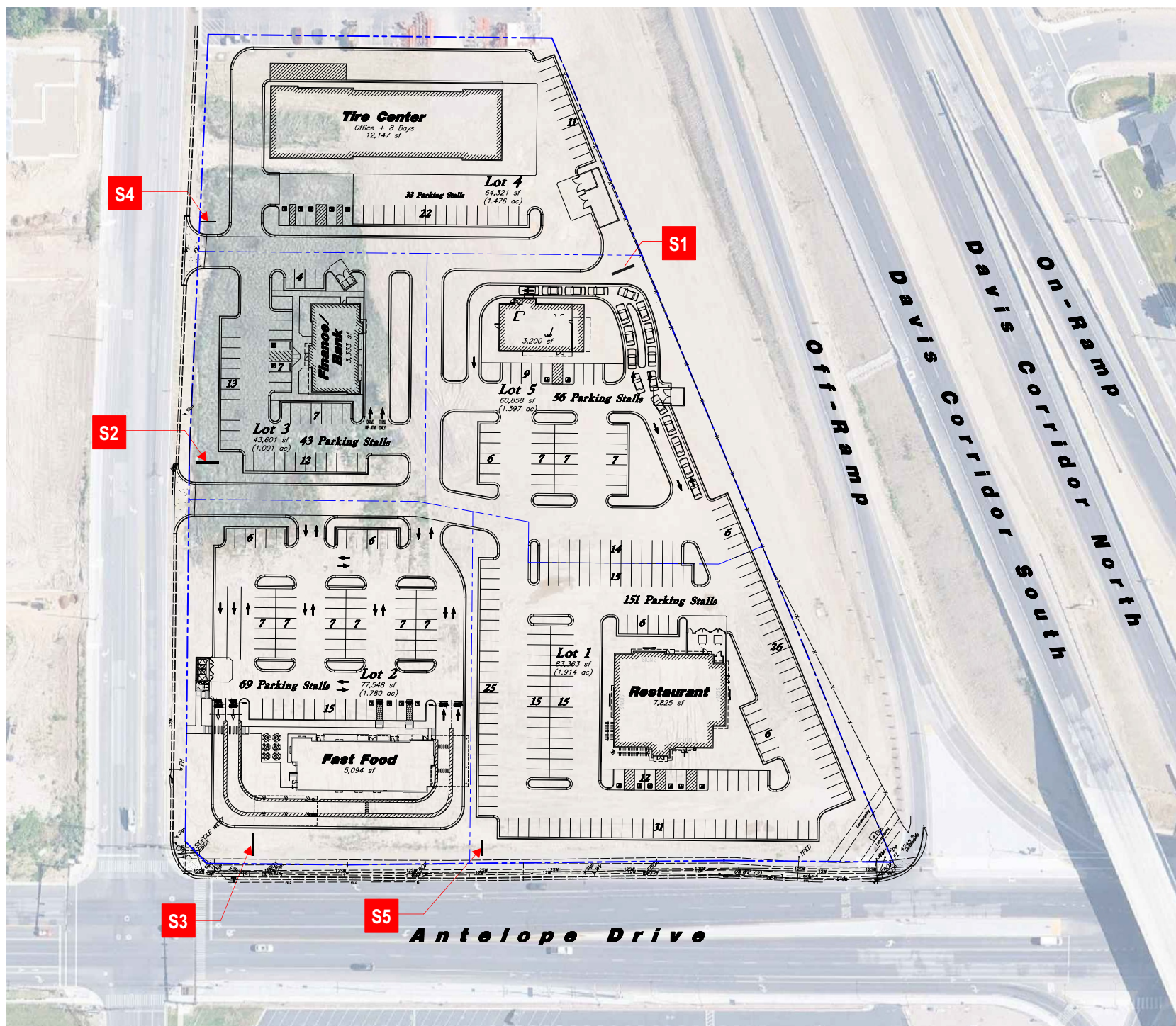
**CLIENT:** HAWKINS DEFELOPMENT  
**ADDRESS:** 3000 W ANTELOPE DR SYRACUSE UT  
**DATE:** 02/11/26  
**DESIGNER:** NB  
**ACCOUNT EXEC.:** CINDY BAKER  
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| 7    | 00.00.26 | XX | xxxx                                                                    |
| 8    | 00.00.26 | XX | xxxx                                                                    |
| 9    | 00.00.26 | XX | xxxx                                                                    |
| 10   | 00.00.26 | XX | xxxx                                                                    |

|                   |      |
|-------------------|------|
| Client Approval   | DATE |
| AE Approval       | DATE |
| Landlord Approval | DATE |



|        |             |
|--------|-------------|
| Survey | NAME & DATE |
| Permit | 00/00/25    |
| Stage  | CONCEPT     |
|        | 6 of 9      |



**ALLIED ELECTRIC SIGN & Awning**  
WWW.ALLIED-SIGN.COM

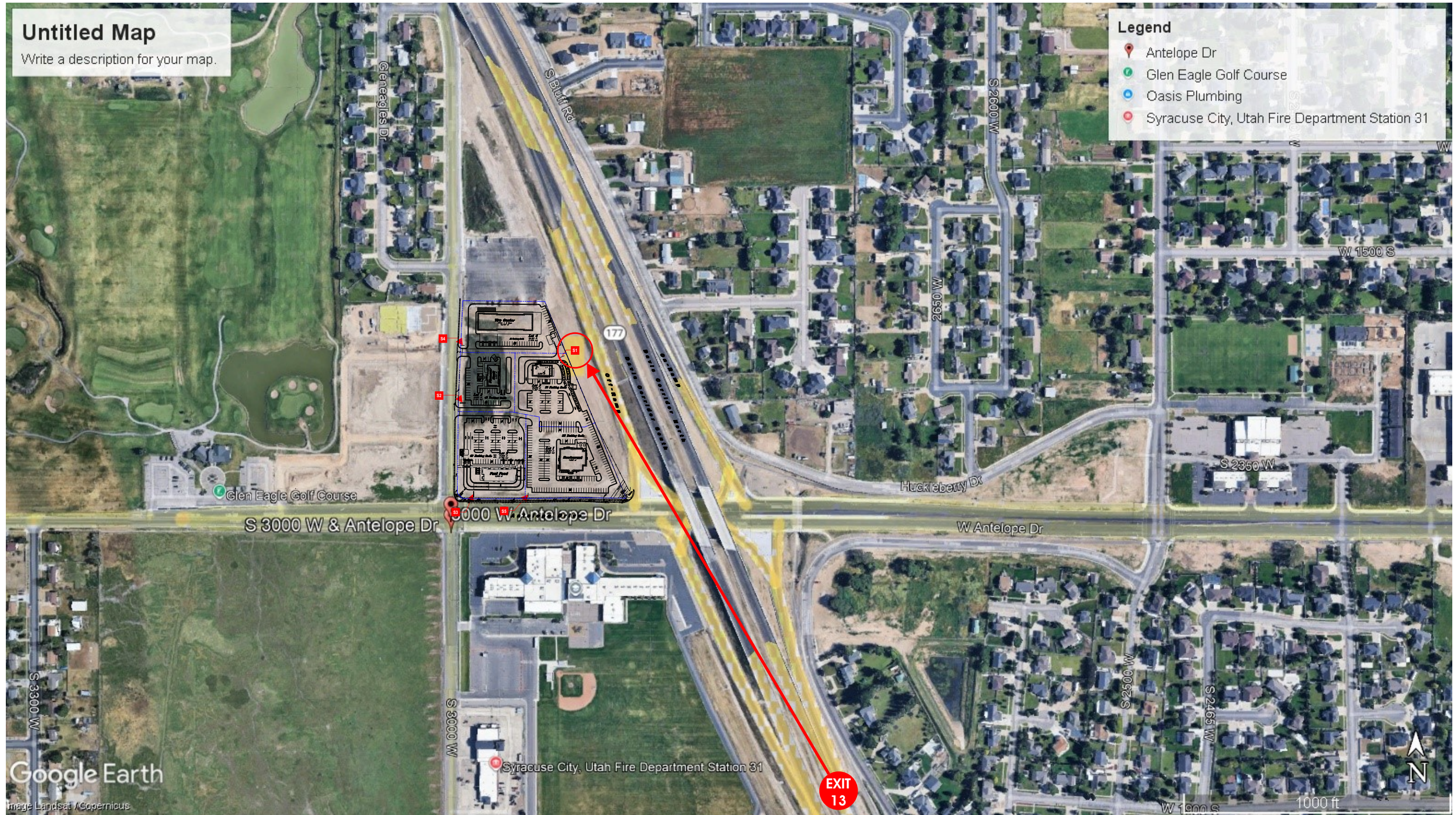
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| 8    | 00.00.26 | XX | XXXX                                                                    |
| 9    | 00.00.26 | XX | XXXX                                                                    |
| 10   | 00.00.26 | XX | XXXX                                                                    |

|                   |      |
|-------------------|------|
| Client Approval   | DATE |
| AE Approval       | DATE |
| Landlord Approval | DATE |

BACKED BY OUR  
**5 YEAR L.E.D WARRANTY**

|        |             |
|--------|-------------|
| Survey | NAME & DATE |
| Permit | 00/00/25    |
| Stage  | CONCEPT     |
|        | 7 of 9      |



**CLIENT:** HAWKINS DEFELOPMENT  
**ADDRESS:** 3000 W ANTELOPE DR SYRACUSE UT  
**DATE:** 02/11/26  
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| 8    | 00.00.26 | XX | XXXX                                                                    |
| 9    | 00.00.26 | XX | XXXX                                                                    |
| 10   | 00.00.26 | XX | XXXX                                                                    |

|                   |      |
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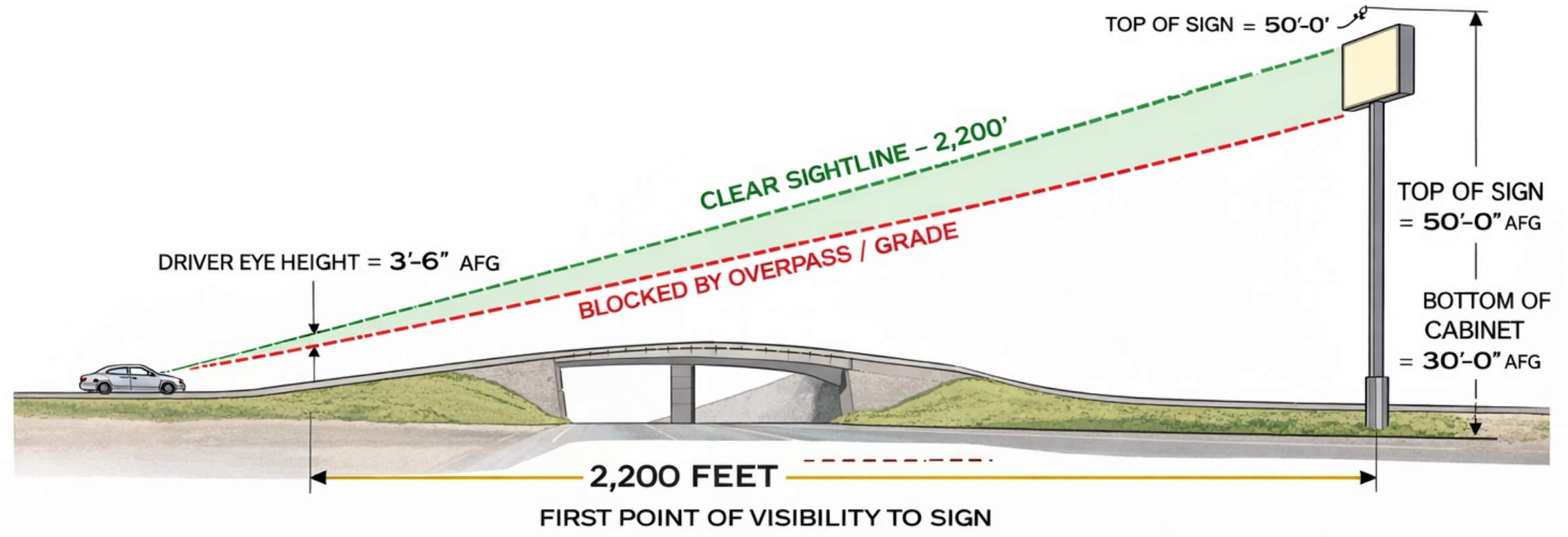


|        |             |
|--------|-------------|
| Survey | NAME & DATE |
| Permit | 00/00/25    |
| Stage  | CONCEPT     |
|        | 8 of 9      |

**ALLIED ELECTRIC SIGN & Awning**  
 WWW.ALLIED-SIGN.COM

# EXIT 13 – POLE SIGN VISIBILITY DIAGRAM

*Minimum Required Advance Visibility: 2,200 Feet*



**GREEN DASHED LINE = CLEAR VISIBILITY**  
**RED DASHED LINE = BLOCKED VISIBILITY**

**GREEN DASHED LINE = CLEAR VISIBILITY**  
**RED DASHED LINE = BLOCKED VISIBILITY**

*A freestanding sign height of 50'-0" AFG is the minimum height required to achieve continuous visibility approximately 2,200 feet prior Exit 13. Existing bridge structure and roadway vertical curvature block visibility of lower sign heights. Height is required for advance notice and safe*

**ALLIED ELECTRIC SIGN & AWNING**  
 WWW.ALLIED-SIGN.COM

**CLIENT:** HAWKINS DEVELOPMENT  
**ADDRESS:** 3000 W ANTELOPE DR SYRACUSE UT  
**DATE:** 02/11/26  
**DESIGNER:** NB  
**ACCOUNT EXEC.:** CINDY BAKER  
**FILE NAME:** 2026-8113 - Hawkins Development - Syracuse Utah - R6 - 2.18.26

| REV. | DATE     | BY | DESCRIPTION                                                             |
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| 7    | 00.00.26 | XX | XXXX                                                                    |
| 8    | 00.00.26 | XX | XXXX                                                                    |
| 9    | 00.00.26 | XX | XXXX                                                                    |
| 10   | 00.00.26 | XX | XXXX                                                                    |

Client Approval \_\_\_\_\_ DATE \_\_\_\_\_

AE Approval \_\_\_\_\_ DATE \_\_\_\_\_

Landlord Approval \_\_\_\_\_ DATE \_\_\_\_\_

BACKED BY OUR  
**5 YEAR L.E.D. WARRANTY**

|        |             |
|--------|-------------|
| Survey | NAME & DATE |
| Permit | 00/00/25    |
| Stage  | CONCEPT     |
|        | 9 of 9      |

## Chapter 10.45

# SIGN AND LIGHTING REGULATIONS

Sections:

**10.45.010 Purpose.**

**10.45.020 Effect of chapter.**

**10.45.030 Definitions and specific limitations.**

**10.45.040 General limitations.**

**10.45.050 Location and approval.**

**10.45.060 Town center zone restrictions.**

**10.45.070 Professional office zone restrictions.**

**10.45.080 Enforcement.**

### **10.45.010 Purpose.**

The purposes of the [sign](#) regulations set forth in this chapter shall be to allow a business to publicize in such a way as to eliminate potential hazards to motorists and pedestrians; encourage [signs](#) that, by their good design, are aesthetically pleasing and integrated with and harmonious to the [buildings](#) and sites they occupy and that eliminate excessive and confusing [sign](#) displays; preserve and improve the appearance of the City as a place in which to live and work and as an attraction to nonresidents who come to visit or trade; safeguard and enhance property values; protect [public](#) and private investment in [buildings](#) and [open spaces](#); encourage strong business and commercial districts; supplement and be a part of the regulations imposed and the plan set forth under the [land use ordinance](#) of the City of Syracuse; and promote the [public](#) health, safety, and general welfare.

It is also the intent of this chapter to govern the number, size, type, location, and other provisions relating to [signs](#) within the various [zones](#) of the City as established and designated by the [land use ordinance](#) of Syracuse City. [Ord. 12-05 § 1; Ord. 11-02 § 1 (Exh. A); Ord. 09-10 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Code 1971 § 10-9-010.]

### **10.45.020 Effect of chapter.**

The regulations herein set forth shall apply and govern all [zones](#) as set forth in this title. [Ord. 12-05 § 1; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Ord. 02-18; Code 1971

§ 10-9-020.]

### 10.45.030 Definitions and specific limitations.

For the purpose of this chapter, the definitions of the following words and terms are in addition to those stated in Chapter [10.10](#) SMC:

“[Sign](#)” means any device attached to a [structure](#) or freestanding, which passersby may view from out of doors, that provides visual communication to the general [public](#), including inflatables, wind flags, and vehicle advertising, but not including any flag, badge, or ensign of any government or governmental agency.

“[Sign, advertising](#)” means any [sign](#) that directs attention to a [use](#), product, commodity, or service not related to the premises.

“[Sign, animated](#)” means a [sign](#) that [uses](#) mechanical or artificial means to create physical motion or rotation of any part.

“[Sign area](#)” means the [area](#) of a [sign](#) that is used for display purposes, excluding the frame and supports. In computing [sign](#) area, only one side of a back-to-back or double-face [sign](#) covering the same subject shall be computed when the [sign](#) faces are parallel or diverge from a common edge by an angle of not more than 30 degrees. In relation to [signs](#) that do not have a frame or a separate background or are of irregular shape, [signs](#) shall be measured on the basis of the least rectangle, triangle, or circle large enough to frame the advertisement.

“[Sign, electronic message](#)” means a [sign](#) with an electronic message or electronic image display.

“[Sign, identification](#)” means any [sign](#) that directs attention to a [use](#), product, commodity, or service related to the premises.

“[Signs, lighted type](#)” means a categorical rating given to a [sign](#) according to the type of illumination permitted as follows:

(1) Direct Lighting. An illuminated [sign](#) the light source of which is either a visible part of the [sign](#) or projects light upon the [sign](#).

(2) Indirect Lighting. An illuminated [sign](#) the light source of which is not visible from any angle and is incorporated as part of the [sign](#)'s [structure](#).

“[Sign, type](#)” means a categorical rating given to a [sign](#) according to its type of written message as follows:

- (1) [Sign](#), Community Directory. Identification [sign](#) that serves as a directional guide to businesses or [areas](#) of community importance such as recreational or historical [areas](#), City or state parks, [public](#) safety facilities, municipal services, schools, community development projects, or major business entities. Such [signs](#) are erected in the [public](#) right-of-way and are controlled and maintained by the City.
- (2) [Sign](#), Off-Premises. A permanent advertising [sign](#) that directs attention to a [use](#), product, commodity, or service not related to the premises. The property owner shall apply for, own the [sign](#), and have remaining square footage from their commercial [building](#) frontage calculation. If there is no commercial [building](#) frontage on the subject property, one [sign](#) shall be allowed per 150 feet of street [frontage](#). The [sign](#) shall be for a registered Syracuse City business and no larger than 32 square feet. Property owner is responsible for [sign](#) upkeep and maintenance.
- (3) [Sign](#), On-Premises. A permanent advertising [sign](#) that directs attention to a [use](#) conducted, commodity sold, or service performed upon the premises.
- (4) [Sign](#), Permanent. Any approved licensed, engineered [sign](#) of a permanent nature.
- (5) [Sign](#), Political. Informs the [public](#) of a candidate running for [public](#) office or an issue to be decided in a legal election by [public](#) vote.
- (6) [Sign](#), Realty. Related to the property on which it is located and erected within the interior of the property boundaries for purposes of offering such property for sale or lease, advertising completed improvements, announcing the name of the builder, owner, realtor, designer, or developer of the project, or warning against trespassing.
- (7) [Sign](#), Seasonal Produce. Directs attention to produce or other agricultural products grown and sold on the premises, but may be displayed only during the season of the produce sold.
- (8) [Sign](#), Subdivision. Advertisement of lots in a subdivision, for up to two years. At the expiration of two years, applicants may apply for one-year extensions if they still own lots for sale in the subdivision.
- (9) [Sign](#), Temporary. Any [sign](#), banner, pennant, valance, or advertisement intended for display over a limited period of time no longer than 30 days per any 12-month period to advertise a business and/or special events, i.e., [yard](#) sales, promotions, etc.
- (10) [Sign](#), Temporary Commercial Identification. Any [sign](#), banner, or pennant temporarily affixed to a [building](#) for a period no longer than 120 days to identify a business.

(11) [Sign](#), Window. Erected in, attached to, or painted or pasted on a window.

“Structural type” means a categorical rating given to a [sign](#) according to its [structure](#) as follows:

(1) [Sign](#), Bench. Affixed or painted on any part of a bench or seat surface and placed outside the main [structure](#) on the property or adjacent to or on a right-of-way. Benches owned and maintained by a [public](#) transit authority are exempt from these regulations.

(a) As defined in this section, bench [signs](#) shall not be located on publicly owned land inside street rights-of-way and must conform to the following regulations in order to be displayed in any general commercial, [professional office](#), residential, or industrial zone:

(i) The [signs](#) are displayed only at [public](#) transportation stops as designated by the City [Planning Commission](#). The [conditional use](#) applicant shall provide notice to the [public](#) transportation entity of the applicant’s intent to display bench [signs](#) near the [public](#) transportation stop site and shall provide evidence of such notice as part of the [conditional use](#) application.

(ii) No more than one bench [sign](#) may be displayed at a designated [public](#) transportation stop.

(iii) The square footage of the advertising on the bench [sign](#) shall not count against a business square footage limitation or the allowable [signs](#) per [frontage](#).

(iv) Each bench [sign](#) must have a minimum [setback](#) of two feet behind the [public](#) sidewalk or City rights-of-way, be located entirely on private property, and maintain a distance of 40 feet from other detached [signs](#).

(v) The [sign](#) company shall maintain a current business license.

(vi) The City reserves the right to remove any bench [sign](#) that is found to be in disrepair or illegally located within three days after providing notice to the [sign](#) owner.

(vii) As part of the [conditional use](#) application, the applicant shall submit evidence of written permission from the property owner that expressly allows the applicant to place a bench [sign](#) on their premises.

(2) [Sign](#), Billboard. A [sign](#), greater than 32 square feet, and not owned by the party who pays for the message on the [sign](#) that is designed for changeable messages which advertise or direct attention to a business, commodity, service or entertainment conducted, sold or offered

elsewhere than on the premises upon which the [sign](#) is located or to impart any message for a fee. The billboard [sign](#) may be owned by a commercial company which leases or rents the billboard space for advertising purposes. Billboard [signs](#) shall not be permitted in any [zone](#) within the City.

(3) [Sign](#), Flat. A [sign](#) erected parallel to and attached to, or painted or pasted on, the outside wall or roof of a [building](#) and projecting not more than 18 inches from such wall or roof.

(4) [Sign](#), Mobile. A [sign](#) mounted on trailer, frame, or other mobile [structure](#), lighted or unlighted, which is not permanently attached to a [structure](#) or the ground. All mobile [signs](#) are considered temporary.

(5) [Sign](#), Monument. A [sign](#) placed upon the ground with no clearance between the bottom edge of the [sign](#) and the ground and not to exceed a maximum height of six feet. Monument [signs](#) shall include a combination of brick, stone, ceramic tile, [masonry](#) materials, or wood fiber/composite siding and designed as to be architecturally compatible with the design theme of the commercial development where the [sign](#) is to be located. [Signs](#) with exposed cinder block are not permitted. Total signage, excluding [sign](#) support [structure](#), shall not exceed 48 square feet in [area](#). Each monument [sign](#) within a commercial parcel must be separated from any other detached [sign](#) by a minimum of 150 feet and may not be located within 15 feet of any adjacent shared private property line.

(6) [Sign](#), Multitenant Pole or Pylon. Attached to or supported by one or more poles or a pilaster or similar [structure](#) that the ground supports. Pole or pylon [signs](#) shall include a combination of brick, stone, ceramic tile, [masonry](#) materials, or wood fiber/composite siding and designed as to be architecturally compatible with the design theme of the commercial development where the [sign](#) is to be located. [Signs](#) with exposed cinder block are not permitted. Total signage, excluding [sign](#) support [structure](#), shall not exceed 300 square feet in [area](#). Each multitenant pole or pylon [sign](#) within a commercial parcel must be separated from any other detached [sign](#) by a minimum of 150 feet and may not be located within 30 feet of any adjacent shared private property line. Freestanding pole or pylon [signs](#) shall not exceed 25 feet in height. The bottom of such [signs](#) shall be no less than 10 feet from the ground, but in no case shall they create a traffic hazard. The height of pole or pylon [signs](#) shall be measured from the top of the curb adjacent the nearest [public street](#) or nearest [public street](#) pavement to the top of the highest point on the [sign](#) or [sign](#) structure.

(7) [Sign](#), Post. Freestanding and supported by one or more posts or similar [structure](#) that the ground supports. This signage may be temporary or permanent with a signage [area](#) not

exceeding a total of 32 square feet. This [sign](#) may be for advertising or identification. Maximum height of this [sign](#) shall be eight feet from the ground to the top edge of the [structure](#). The [sign](#) must not obstruct the clear view [area](#) as described in SMC [10.30.060](#).

(8) [Sign](#), Projecting. Attached to a [building](#) and extending, in whole or in part, more than 12 inches beyond any wall of the [building](#) without the aid of any other vertical supports, including any such [sign](#) that also rests on or overlaps the roof 12 inches or more.

(9) [Sign](#), Roof. [Signs](#) erected partially or wholly on or over the roof of a [building](#), rest on or overlap a roof 12 inches or less, or painted on or designed as a part of the roofing materials.

(10) [Sign](#), Single-Tenant Pole or Pylon. Attached to or supported by one or more poles or a pilaster or similar [structure](#) that the ground supports. Pole or pylon [signs](#) shall include a combination of brick, stone, ceramic tile, [masonry](#) materials, or wood fiber/composite siding and designed as to be architecturally compatible with the design theme of the commercial development where the [sign](#) is to be located. [Signs](#) with exposed cinder block are not permitted. Total signage, excluding [sign](#) support [structure](#), shall not exceed 150 square feet in [area](#). Each single-tenant pole or pylon [sign](#) within a commercial parcel must be separated from any other detached [sign](#) by a minimum of 150 feet and may not be located within 30 feet of any adjacent shared private property line. Freestanding pole or pylon [signs](#) shall not exceed 25 feet in height. The bottom of such [signs](#) shall be no less than 10 feet from the ground, but in no case shall they create a traffic hazard. The height of pole or pylon [signs](#) shall be measured from the top of the curb adjacent the nearest [public street](#) or nearest [public street](#) pavement to the top of the highest point on the [sign](#) or [sign](#) structure. [Ord. 12-05 § 1; Ord. 11-02 § 1 (Exh. A); Ord. 09-16 § 1 (Exh. A); Ord. 09-10 § 1 (Exh. A); Ord. 09-09 § 1 (Exh. A); Ord. 09-02 § 1 (Exh. A); Ord. 08-11 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Ord. 02-18; Code 1971 § 10-9-030.]

#### **10.45.040 General limitations.**

The following provisions affect [signs](#) in all [zones](#). No one shall erect, replace, or reconstruct, maintain, enlarge, or move a [sign](#) to a new location unless it complies with all the following conditions:

(A) Allowable [Area](#). [Sign](#) areas shall not exceed the maximum sizes identified in the [Sign](#) Location and Approval Table in SMC [10.45.050](#).

(B) Clearance. Detached [signs](#) shall have a minimum clearance of 10 feet between the ground or sidewalk and any part of a projecting [sign](#) or pole [sign](#), except where there is less than a 12-inch projection from its support.

(C) Electronic message [signs](#) shall be allowed in GC, [research park](#), industrial, [professional office](#), and town center [zones](#). These [signs](#) may be an attached or detached type. The square footage of these [signs](#) shall be counted into the maximum [sign](#) area described in this title. The measured [area](#) of the electronic message [sign](#) may not exceed 70 percent of the total [area](#) of the [sign](#). These [signs](#) shall not cause glare or be rapid blinking, nor be so intensely lighted that they may create a nuisance or hazard to vehicular traffic, pedestrians or adjacent properties. These [signs](#) shall have a minimum of three-second intervals between complete [screen](#) changes. Any time an electronic message [sign](#) is operating between sunset and sunrise, said [signs](#) shall be set at not more than 40 percent of the maximum capable light output. Any detached electronic message [sign](#) shall be placed perpendicular to the street onto which it is constructed. Electronic message [signs](#) may also be allowed with minor [conditional use](#) permits for all community [uses](#) in any [zone](#), provided the [sign](#) shall not be located within 200 feet of any current or future residential [use](#) as designated in the City's [general plan](#), as measured from the base of the [sign](#) to the nearest point of the residential property. The community [use](#) must also have [frontage](#) on an arterial street as designated in the City's master street plan. A community [use](#) shall be identified as but not limited to:

- (1) Schools.
- (2) Churches.
- (3) Libraries.
- (4) Community [buildings](#) not used for any commercial purpose.
- (5) Government [buildings](#) and/or government owned property.

(D) Lights and [Signs](#) Prohibited on [Public](#) Property. No [sign](#), light standard, or pole shall be erected on publicly owned land inside street rights-of-way, or otherwise. No [sign](#), handbill, poster, advertisement, or notice of any kind or sort, whether political or otherwise, shall be fastened, placed, posted, painted, or attached in any way in or upon any curbstone, lamp post, telephone pole, telegraph pole, electric light or power pole, hydrant, bridge, tree, rock, sidewalk, or street right-of-way.

Exceptions: [Signs](#) and lights owned and erected by a [public](#) agency or its authorized representative are exempt from this subsection.

(E) Lights or Lighted [Signs](#). No one shall install a spotlight, flood light, or any type of lighted or animated [sign](#), or otherwise permit such lights to continue in operation, where the rays of such light penetrate beyond the property on which the light is located in a manner constituting a nuisance or hazard. All [signs](#) are subject to approval by the [Land Use Administrator](#).

- (F) Maintenance. Every [sign](#) shall be kept in good condition as to maintenance and repair. The [Land Use Administrator](#) may require owners of dilapidated and/or unsafe [signs](#) to renovate such [signs](#). Upon failure of the owner to do so within 15 days of receiving written notice, the City may order the removal or demolition of such [signs](#).
- (G) Multitenant [Signs](#). Lots in commercial subdivisions that contain more than one commercial tenant shall be permitted one detached multitenant [sign](#) per [public street](#) frontage. All multitenant [signs](#) shall be designed to be architecturally compatible with the design theme of the commercial development where the [sign](#) is to be located. Multitenant [signs](#) shall be located as per [site plan](#) review.
- (H) Multiple [Signs](#). [Signs](#) on the same lot shall be located at least 100 feet from each other.
- (I) Ownership. The identity of the manufacturer of all [signs](#) shall be in plain and [public](#) view.
- (J) Political [Signs](#). All [zones](#) shall allow political [signs](#) provided the [signs](#) comply with all subsections of this section.
- (K) Projection of [Signs](#). No part of any [sign](#) shall be attached to any [building](#) or other [structure](#) or otherwise affixed in such a way that the [sign](#) projects across any property line.
- (L) [Signs](#) and Lights Not to Constitute Traffic Hazard. No light, [sign](#), or other advertising [structure](#), as regulated by this chapter, shall be erected at the intersection of any street in such a manner as to violate the provisions of SMC [10.30.060\(B\)](#) or otherwise obstruct free and clear vision. Further, no light [sign](#) or advertising [structure](#) shall be erected at any location where by reason of its position, shape, or color, it may interfere with, obstruct the view of, or be confused with any authorized traffic [signs](#), signal, or device or which makes [use](#) of the words “stop,” “look,” “drive-in,” “danger,” or other similar words, phrases, symbols, or characters in such manner as to interfere with, mislead, or confuse traffic. [Signs](#) along unimproved roadways may not be placed closer than 12 feet to the edge of the paved surface. [Ord. 14-09 § 1; Ord. 12-05 § 1; Ord. 11-02 § 1 (Exh. A); Ord. 10-10 § 1; Ord. 09-09 § 1 (Exh. A); Ord. 09-02 § 1 (Exh. A); Ord. 08-11 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Ord. 04-20; Ord. 02-18; Code 1971 § 10-9-040.]

#### **10.45.050 Location and approval.**

[Signs](#) allowed in any [zone](#) must comply with the regulations shown on the following table. No advertising [sign](#) in an agricultural or residential [zone](#) shall be displayed within 660 feet, or one-eighth mile, from another [sign](#) of any type. However, notwithstanding the foregoing distance criteria, a property owner does have the right to erect one [sign](#) on their parcel of property.

**Sign Location and Approval Table**

| <b>Sign Type and Zone</b>                                        | <b>Maximum Size Allowed</b>                                                                                                                                                                                                                                                                       | <b>Approval Required</b>                                                                                          |
|------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| <b>Off-Premises Permanent – Must Be a Syracuse City Business</b> |                                                                                                                                                                                                                                                                                                   |                                                                                                                   |
| <a href="#">Agriculture</a>                                      | 32 square feet                                                                                                                                                                                                                                                                                    | Minor <a href="#">conditional use</a> ; permanent <a href="#">signs</a> require <a href="#">building</a> permit   |
| Commercial, <a href="#">professional office</a> , and industrial | The remainder of allowable <a href="#">sign</a> area calculated using the corresponding on-premises formula set forth below, not to exceed 32 square feet                                                                                                                                         | Minor <a href="#">conditional use</a> ; permanent <a href="#">signs</a> require a <a href="#">building</a> permit |
| <b>On-Premises Permanent</b>                                     |                                                                                                                                                                                                                                                                                                   |                                                                                                                   |
| <a href="#">Agriculture</a>                                      | 32 square feet                                                                                                                                                                                                                                                                                    | City business license                                                                                             |
| Residential                                                      | Two <a href="#">signs</a> not to exceed four square feet each                                                                                                                                                                                                                                     | Minor <a href="#">conditional use</a> ; permanent <a href="#">signs</a> require a <a href="#">building</a> permit |
| Commercial, <a href="#">professional office</a> , and industrial | 15 percent of <a href="#">building's frontage</a> (width x height) on primary side plus five percent of <a href="#">frontage</a> on the secondary side(s) of the <a href="#">building</a> . Total square footage allotment may be apportioned between attached and detached <a href="#">signs</a> | <a href="#">Site plan</a> ; otherwise, minor <a href="#">conditional use</a>                                      |
| <b>Political</b>                                                 |                                                                                                                                                                                                                                                                                                   |                                                                                                                   |
| All <a href="#">zones</a>                                        | 32 square feet – no limit on quantity                                                                                                                                                                                                                                                             | None required                                                                                                     |
| <b>Realty</b>                                                    |                                                                                                                                                                                                                                                                                                   |                                                                                                                   |
| <a href="#">Agriculture</a> , commercial and industrial          | 32 square feet                                                                                                                                                                                                                                                                                    | <a href="#">Site plan</a> ; otherwise, minor <a href="#">conditional use</a>                                      |
| Residential                                                      | 32 square feet                                                                                                                                                                                                                                                                                    | No approval required                                                                                              |
| <b>Seasonal Produce</b>                                          |                                                                                                                                                                                                                                                                                                   |                                                                                                                   |
| All <a href="#">zones</a>                                        | 32 square feet                                                                                                                                                                                                                                                                                    | No approval required                                                                                              |
| <b>Temporary</b>                                                 |                                                                                                                                                                                                                                                                                                   |                                                                                                                   |

| <b>Sign Type and Zone</b>                                                                                                        | <b>Maximum Size Allowed</b>                                   | <b>Approval Required</b>                                     |
|----------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|--------------------------------------------------------------|
| All <a href="#">zones</a> . Limit 30 days. If temporary commercial identification <a href="#">sign</a> type, then limit 120 days | 16 square feet                                                | No approval required                                         |
|                                                                                                                                  | 100 square feet                                               | Minor <a href="#">conditional use</a>                        |
| <b>Subdivision</b>                                                                                                               |                                                               |                                                              |
| All <a href="#">zones</a>                                                                                                        | 32 square feet                                                | Final plat; otherwise, minor <a href="#">conditional use</a> |
| <b>Window</b>                                                                                                                    |                                                               |                                                              |
| <a href="#">Agriculture</a> , residential                                                                                        | Two <a href="#">signs</a> not to exceed four square feet each | City business license                                        |
| Commercial, industrial                                                                                                           | 50 percent of window <a href="#">area</a>                     | None required                                                |

[Ord. 12-05 § 1; Ord. 11-02 § 1 (Exh. A); Ord. 09-16 § 1 (Exh. A); Ord. 09-10 § 1 (Exh. A); Ord. 09-02 § 1 (Exh. A); Ord. 08-11 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 06-27; Ord. 06-17; Ord. 03-08; Code 1971 § 10-9-050.]

#### **10.45.060 Town center zone restrictions.**

The following types of [signs](#) or [sign](#) components are prohibited within the town center zone:

- (A) Exposed neon (except as approved by the [Land Use Authority](#));
- (B) Painted lettering;
- (C) Animated, flashing, or audible [signs](#), or [signs](#) emitting smoke or other matter;
- (D) [Signs](#) employing unedged or uncapped letters with no returns and uncapped fastenings;
- (E) [Sign](#) manufacturers' labels in a location that is visible to the [public](#);
- (F) Facade-mounted [signs](#) that extend above the roofline. [Ord. 12-05 § 1; Ord. 11-02 § 1 (Exh. A); Ord. 09-02 § 1 (Exh. A); Ord. 08-11 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Code 1971 § 10-9-060.]

#### **10.45.070 Professional office zone restrictions.**

The following types of [signs](#) or [sign](#) components are prohibited within the [professional office](#) zone:

- (A) Flags, pennants, streamers, or other decorative material used for commercial advertising purposes or to direct attention to a place of business;
- (B) Hot- or cold-air balloons, inflatables, or spotlights directed into the night sky;

(C) Flashing, running, scintillating, or similar lights or lighting, excessive light or glare or reflection from [signs](#) into pedestrian or traffic ways, or permitted animation or motion;

(D) Portable [signs](#) or banners. [Ord. 12-05 § 1; Code 1971 § 10-9-070.]

#### **10.45.080 Enforcement.**

The [Land Use Administrator](#), or his authorized representative, shall be charged with the duty of enforcing this chapter and, in the performance of such duty, the Administrator or his representative shall be empowered and directed to:

(A) Determine Conformance. To ascertain that the construction, reconstruction, or modification of all existing and proposed [signs](#) is conducted in conformance with the [ordinances](#) of Syracuse City.

(B) Legal Action. Institute any appropriate action or proceeding in any case involving a [sign](#) that is illegally erected, constructed, reconstructed, altered, repaired, converted, maintained or used in violation of any City [ordinance](#).

(1) Issue Notices of Violations, Citations, and Information. The [Land Use Administrator](#), or his designee, may issue a written notice of violation to the person having charge, control, or benefit of any [sign](#) found to be unsafe, dangerous, and illegal or in violation of this code, particularly when the City is contemplating removal of said [sign](#). Such official may also issue criminal citations and swear to information against violators. The City shall make a reasonable effort to determine the owner of the [sign](#) and give notice of its removal either by personal contact via telephone or by mailing a written notice to the owner, if known.

(2) Abate and Remove Unsafe or Dangerous [Sign](#). If the person having charge, control, or benefit of an unsafe or dangerous [sign](#) does not repair or make safe said [sign](#) within 15 working days after receiving notice of violation, the Administrator or his designee may at once abate and remove the [sign](#). A [sign](#) subject to removal is deemed to be a [structure](#) as defined in the International [Building Code](#) for the Abatement of Dangerous [Buildings](#), and the [Building Official](#) may remove the [sign](#) pursuant to that code, except that the City shall recover the cost of abatement pursuant to Title [10](#), Chapter [11](#), Utah Code Annotated 1953.

(3) Abate and Remove Illegal Signage. A [sign](#) located in a [public](#) right-of-way is a nuisance per se, and may be removed at any time without prior notice to the owner. City officials may remove illegal [signs](#) from [public](#) property, including City rights-of-way, park property, or other City-maintained [areas](#) in violation of any provision of this chapter.

(a) Nothing in this section shall apply to the installation of a metal plaque or plate or individual letters or figures in a sidewalk commemorating a cultural, historical, or artistic event, location, or personality.

(b) Nothing in this section shall apply to the painting of house numbers upon curbs.

(c) Nothing in this section shall apply to [signs](#) posted by the City or other similar [public](#) entity for the benefit of the [public](#).

(4) Enforcement Costs and Removal Fee. The person having charge or benefit of the unsafe, dangerous, or illegal [sign](#) shall pay to Syracuse City, within 30 calendar days after mailing date of written notice, the costs associated with the removal and detention of such [sign](#). The [City Council](#) will establish the enforcement and removal fee from time to time by resolution.

(5) Impounded [Signs](#). The owner, if known, shall be given 14 days from the date of notice to retrieve the [sign](#) from the City [offices](#) and pay costs of enforcement and removal. The City may dispose of [signs](#) not recovered within 14 days of impoundment, in any manner in which the City sees fit. [Ord. 12-05 § 1; Ord. 11-02 § 1 (Exh. A); Ord. 08-07 § 1 (Exh. A); Ord. 08-02 § 40; Ord. 06-27; Ord. 06-17; Code 1971 § 10-9-080.]

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The Syracuse Municipal Code is current through Ordinance 25-42, passed December 9, 2025.

Disclaimer: The city clerk's office has the official version of the Syracuse Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

City Website: <https://syracuseut.gov/>

City Telephone: (801) 614-9633

Codification services provided by [General Code](#)



Agenda item "e.3"

# COUNCIL AGENDA

April 28, 2026

## Potential Amendment to Require Recycling at Apartments

### *Summary*

The mayor has requested this discussion based on his assignment to the Administrative Control Board of the Wasatch Integrated Waste Management District (WIWMD). The district has identified multi-family housing as a land use that is placing large amounts of recyclable materials into the landfill. The district encourages as much recycling as possible because recycling extends the useful life of the landfill. Unfortunately, most apartment complexes do not offer recycling. Many times, the space a second recycling dumpster would occupy competes with needed space for required parking or landscaping.

Prior to construction, every apartment project is required to go through site plan review where staff and planning commission ensures that the location and design of the the proposed trash enclosure meets ordinance. The ordinance requires that the location of garbage collection containers are fully screened from view with fencing and landscaping. The Syracuse City ordinances do not require recycling at apartment complexes and businesses. Also, apartment complexes do not go through the city system for regular garbage collection, recycling, or green waste. They contract garbage collection privately. Town homes however, do have city cans, which at times create challenges because of the space they occupy.

The district has asked cities to consider requiring recycling at apartment complexes. There are a few strategies to consider. The ordinance could be amended to require all new complexes to build a larger dumpster area to accommodate a recycling dumpster as well as a regular dumpster. However, this does not get the hundreds of existing units recycling or necessarily ensure that future apartments will offer recycling just because they have the space. The second strategy is to work with the existing complexes to retrofit recycling programs into their property management. Additional feedback from the various property managers in the city would be valuable to inform how to best craft a new ordinance.

### *Goals of Discussion*

The goal of this discussion is to brainstorm potential ordinance amendments. If any of the ideas have a majority support, staff can use the input to craft a draft ordinance amendment. Any land use related ordinance amendment will require review from Planning Commission and a public hearing.

### *Attachments*

Related ordinances

### **10.28.120 Site design.**

(C) Miscellaneous. The small details that sometimes become afterthoughts of site planning and design are important factors for making aesthetically attractive sites. The following are required during initial site planning, along with any other requirements within this code:

(3) Outdoor refuse and garbage collection containers are required to be fully screened from view using the same materials as the [building](#) or approved [masonry](#) fencing. Enclosures are required to be surrounded by [landscaping](#) to further soften their visual impact. [Public](#) access to these [areas](#) should be restricted.

### **10.20.090 Site plan review.**

(D) Procedure. An application for [site plan](#) approval shall be considered and processed as provided in this subsection.

(1) A complete application shall be submitted to the [office](#) of the Community Development Department in a form established by the Department along with any fee established by the City's schedule of fees. ...The application and plan sets shall include at a minimum the following documents and information:

(b) A detailed boundary survey sheet showing the following information:

(viii) The location of refuse container(s). Trash collection sites shall be within an [area](#) enclosed by a [fence](#) or wall at least six feet in height and impervious to sight, adequate to conceal such facilities from adjacent property and the street

(f) Other considerations including, but not limited to:

(iii) Placement of **trash** containers and disposal facilities; and

### **10.30.030 Regulations for the use of land.**

(B) [Multifamily Dwellings](#). The [Building](#) Department shall not issue a [building](#) permit for the erection of any [multifamily dwelling](#) unless it conforms to all the following conditions and requirements and receives a recommendation of approval by the Planning Commission:

(3) The approved [site plan](#) shall identify all trash dumpsters, utility fixtures, power transformers, and other appurtenances which shall have [screens](#) with [masonry](#) fencing, solid iron metal gates, and [landscaping](#).

### **10.28.230 Industrial landscape design.**

#### **(D) Refuse Storage and Utility Equipment.**

(1) Refuse storage areas should be located at the rear of the development and screened from public view in compliance with the development code.

(2) If refuse storage areas, fuel tanks, generators, and fire check safety valves cannot be located out of public view, the design of refuse storage areas should incorporate architectural screening elements and landscaping compatible with the design of buildings and landscaping on the site.

## **Chapter 10.85**

### **PO – PROFESSIONAL OFFICE ZONE**

#### **10.85.080 Special provisions.**

(C) **Trash Storage.** A screened or otherwise enclosed [area](#), or outside [area](#) designated for a **trash** dumpster or other **trash**-control device, shall be an integral part of the on-site [buildings](#) to keep the **trash** out of [public](#) view and prevent litter from scattering throughout the [area](#). The [building](#) materials for dumpster enclosures shall be similar to those of the primary [use](#) building.

## **Chapter 10.110**

### **BP – BUSINESS PARK ZONE**

#### **10.110.100 Design standards.**

(E) **Trash Storage.** A screened or otherwise enclosed [area](#), or outside [area](#) designated for a **trash** dumpster or other **trash**-control device, shall be an integral part of the on-site [buildings](#) to keep the **trash** out of [public](#) view and prevent litter from scattering throughout the [area](#). The [building](#) materials for dumpster enclosures shall be similar to those of the primary-use [building](#).

## **Chapter 5.35**

### **FOOD TRUCK AND MOBILE BUSINESS REGULATIONS**

(C) **Trash** receptacles shall be maintained by the operator, and all litter left by customers shall be promptly retrieved by the operator. **Trash** receptacles shall be removed when the mobile business is closed for business. Operators may be cited for littering pursuant to state code, if they allow litter from customers to remain on the premises.

(E) If a mobile business will operate in a single location for more than 10 hours per week, then it shall submit a site plan showing the proposed location of the mobile business for review by the license official, as well as the locations of **trash** receptacles, restroom and handwashing facilities, and any other elements of the service, such as tables, umbrellas, canopies and signage.

## **Chapter 4.50**

### **HOUSEHOLD AND GREEN WASTE RECYCLING**

#### **4.50.010 Definitions.**

Bulky wastes” means wastes that are not capable of being stored in the approved automated refuse containers and cannot be picked up by normally used collection vehicles, including items such as large tree branches, lawn sod, Christmas trees, etc.

“Commercial solid waste, green waste and recyclable materials” means garbage, rubbish, **trash**, food wastes, recyclable materials, green waste, etc., resulting from the normal and incidental activities of commercial users.

“Commercial user” means an enterprise, not a residence, such as a business, association, corporation, manufacturer, hotel, motel, resort, commercial entity, church, governmental or public entity other than the City, etc.

Container, Approved Household and Green Waste Container. Approved household, recycling, and green waste containers shall consist of 90- or 100-gallon recycling containers constructed from cross-linked, high-density polyethylene, or equivalent, designed specifically for automated collection equipped with wheels, for easy movement by residential users and containing permanently attached, tight-fitting lids, or as approved by the City.

“Food wastes” means animal, vegetable, or mineral matter derived from the preparation or packaging of foodstuffs.

“Garbage, rubbish and **trash**” means all solid waste except hazardous waste, including but not limited to combustibles such as paper, wood, yard trimmings, etc., and noncombustibles such as metal, glass, stone, etc.

“Green waste” means those green waste materials which can be recovered or otherwise diverted from the waste stream, such as lawn cuttings, clippings from bushes and shrubs, leaves, and other similar green yard waste, but not including dirt, rock, sod, or yard materials with thorns, as mutually agreed upon and determined by the contractor and the City.

“Hazardous materials and waste” means materials and wastes that are hazardous by reason of their pathological, explosive, radiological, or toxic character, including any chemical, compound, mixture, substance or article which is designated by the United States Environmental Protection Agency, the State of Utah Department of Environmental Quality, or Davis County health department to be “hazardous” as that term is defined by or pursuant to federal, state or local law.

“Household waste” means materials discarded from commonly used household substances, not including dirt, rocks, sod, flammables, hot ashes, coals, or similar materials.

“Nonprocessable waste” means goods and materials which are not residential and/or are prohibited by the disposal facility, including, but not limited to, the following:

- (1) Any loads the majority of which consist of combustible material.
- (2) Hazardous waste of any kind.
- (3) Any material that when incinerated clearly includes electricity.
- (4) Explosives.
- (5) Medical or pathological wastes.
- (6) Animal or human body parts or remains.
- (7) Any materials the majority of which is liquid.
- (8) Large appliances.
- (9) Construction debris of unprocessable proportions.
- (10) Large metal objects of any kind.
- (11) Large sealed containers of any kind.
- (12) Motor vehicles or related parts.
- (13) Any item exceeding two feet by two feet by five feet in dimensions.
- (14) Wood having a cross section exceeding nine inches or five feet in length.
- (15) Any material that is on fire; i.e., “hot load.”
- (16) Commercial solid waste, as defined herein.
- (17) Hazardous materials and waste, as defined herein.
- (18) Bulky wastes, as defined herein.

“Recyclable materials” means those materials which can be recovered from or otherwise diverted from the waste stream for the purpose of recycling, such as metals, paper and plastics, as mutually agreed upon and determined by the contractor and the City.

“Residence” means an occupied dwelling unit such as a home, trailer, or multifamily dwelling of four or less units, not including hotels or motels or mobile home trailer parks.

Each unit of a multifamily dwelling shall be considered a separate residence for purposes of billing. A dwelling unit may be considered not occupied if the persons living therein are absent for over 90 continuous days. Unless otherwise agreed to by the City and the contractor, “residence” shall not include dwelling units located within planned unit developments or other privately accessed developments accessible by private roadways, streets and driveways.

“Residential green waste” means green waste resulting from the normal and incidental activities of residences.

“Residential recyclable materials” means recyclable materials resulting from the normal and incidental activities of residences.

“Residential solid waste” means garbage, rubbish, **trash**, food wastes, etc., resulting from the normal and incidental activities of residences.

**4.50.020 Collection of household waste, recycling, and green waste recycling.**

(A) Unless otherwise provided herein, the City, its agent, or contractor shall collect, remove, and dispose of all household waste, recycling materials, and residential green waste recyclable materials. All household waste, recycling materials, and residential green waste recyclable materials shall be collected, removed, and disposed of with such frequency and in such manner as the City Council may from time to time establish by regulation or contract.

(B) Except as otherwise expressly permitted by this section, no household waste, recycling materials, and green waste recyclable materials shall be removed or hauled away or transported upon the streets or public ways of the municipality except by the municipality, its agent, or contractor, and except by authorized persons hauling commercial green waste recyclable materials, recycling materials, or household waste materials as hereinafter provided.

(C) Nothing contained in this section shall preclude persons from hauling their own green waste recyclable materials over the streets and rights-of-way of the municipality.

(D) Except for those residences who have opted not to participate in the green waste recycling program in accordance with this chapter, or those residences who have not signed up for green waste collection services in accordance with this chapter, nothing in this section shall be construed as eliminating the charge made for recycling services and residential solid waste and disposal services.

**4.50.030 Service charge.**

(A) All residences within the municipality shall pay monthly service charges as more particularly set forth in the fee schedule as adopted by the City. The charges, rates, penalty fees for delinquency in payment, and other charges incidental shall be set forth in the fee schedule and may be amended from time to time by resolution of the City Council. The household waste and **recycling** program shall be considered a bundled rate and will be included in the basic monthly service charge for every residence (excluding apartment complexes and businesses). An exception for green waste collection charges shall be made for those residences who have not signed up for green waste collection services in accordance with this chapter.



# COUNCIL AGENDA

April 28, 2026

## Potential Amendment to Commercial Development Standards

Agenda item "e.4"

### *Summary*

The mayor has requested this discussion based on a recent site plan application approved by Planning Commission on 4/7/26. The parcel, which is .991 acres, is the proposed site of a new coffee shop. The coffee shop didn't need the entire property, so the developer set aside a little less than half of the site as 'future development'. The developer requested site plan approval of just the area to be developed, not the entire lot. Once the rest of the property is ready to develop, the remainder will be required to apply for site plan approval. The concern with this situation is that in the meantime, the future development area will remain without landscaping or other improvements. The owner/developer will, at the minimum, be required to mow the weeds down to 12" to comply with code enforcement rules. Also, the area that was left undeveloped is adjacent to an existing single family home. Commercial next to single family requires a fence and landscaping, however, the developer argues that the fence and landscaping can wait until the next phase is developed, as it is not part of the 'site'. He says the development is not technically adjacent to the single family as it is separated by the vacant future development area. The developer argues that the coffee project boundary and the future development boundary, even though on the same lot, are separate 'sites'. It is common to leave a 'pad' for future development as part of a commercial subdivision, however the pad is most always on it's own property. Below is our ordinance and in red is a potential amendment to consider.

### 10.20.090 Site plan review.

*(1) The entire site shall be developed at one time unless a phased development plan is approved. For purposes of site planning, a 'site' shall extend to recorded lot boundaries.*

### *Goals of Discussion*

The goal of this discussion is to consider a potential amendment to the ordinance. If any of the ideas have a majority support, staff can use the input to craft a draft ordinance amendment. Any land use related ordinance amendment will require review from Planning Commission and a public hearing.



# COUNCIL AGENDA

April 28, 2026

## Potential Amendment to Site Plan Approval Process

Agenda item "e.5"

### *Summary*

City ordinance assigns Planning Commission as the land use authority for site plans. All commercial, industrial, office, and multi-family residential projects are required to receive site plan approval prior to construction. Site plans are purely administrative in nature. If the proposed plans meet the city's ordinances as adopted at time of application, the city must approve the plans. The mayor has requested this discussion to explore the possibility of assigning the City Council as the land use authority for site plans.

### *Goals of Discussion*

The goal of this discussion is to consider a potential amendment to the ordinance. If any of the ideas have a majority support, council may direct staff to use the input to craft a draft ordinance amendment for consideration on a future work session. Any land use related ordinance amendment will require review from Planning Commission and a public hearing.

### *Attachments*

Relevant Ordinances

**10.20.090 Site plan review.**

(B) Authority. As provided in this section, the [Planning Commission](#) is authorized to approve [site plans](#) after recommendation of the [Land Use Administrator](#).

**10.20.140 Land use decisions and appeal process.**

This chapter shall not nullify the more restrictive provisions of covenants, agreements, other [ordinances](#), or laws but shall prevail over provisions that are less restrictive. The City shall not impose, on a holder of an approved land [use](#) permit, a requirement not expressed in the applicable land [use](#) permit, documents on which the City based its approval of the land [use](#) permit, or any of the City’s adopted [ordinances](#). The City is bound by the terms and standards of its [land use ordinances](#) and shall comply with mandatory provisions of same. Table 1 reflects the proper procedures governing land [use](#) decisions and appeals. Land [use](#) applicants shall have 15 days to appeal any decision to the appropriate appellate body. If the applicant desires to continue the appeal beyond the decision of the appellate body, they must file such appeal with the District Court within 30 days from the date on which the appellate body rendered its decision. Table :

| Decision to Be Made                                                     | Advisory Body                                                                   | Land Use Authority                                                       | Appellate Body                                                                      | External Appeal                                                        |
|-------------------------------------------------------------------------|---------------------------------------------------------------------------------|--------------------------------------------------------------------------|-------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| Adoption of or amendments to <a href="#">general plan</a> or zoning map | <a href="#">Planning Commission</a> (public hearing and notice required)        | <a href="#">City Council</a> (public hearing optional)                   | District Court (appeal within 30 days of decision)                                  |                                                                        |
| Adoption of or amendments to <a href="#">land use ordinance</a>         | <a href="#">Planning Commission</a> (public hearing required)                   | <a href="#">City Council</a> (public hearing optional)                   | District Court (appeal within 30 days of decision)                                  |                                                                        |
| Annexation application                                                  | <a href="#">Planning Commission</a> (with recommendation of zoning designation) | <a href="#">City Council</a> (public hearing and notice required)        | (If petition or <a href="#">ordinance</a> is denied, process ends)                  | (If petition or <a href="#">ordinance</a> is denied, process ends)     |
| Appeal of administrative decisions                                      | None                                                                            | <a href="#">Land Use Administrator</a>                                   | <a href="#">City Council</a> or Hearing Officer (appeal within 15 days of decision) | District Court (appeal within 30 days from decision by appellate body) |
| <a href="#">Site plan</a>                                               | Architectural Review Committee (ARC)                                            | <a href="#">Planning Commission</a> (public hearing and notice required) | <a href="#">City Council</a> appeal within 30 days of decision                      | Civil or District Court appeal within 30 days of decision              |



# COUNCIL AGENDA

April 28, 2026

## UDOT Affordable Housing Discussion

Agenda item "e.6"

### *Summary*

Governor Cox has directed UDOT to identify properties they own that could possibly be used for housing. In response, UDOT has published a map of their properties throughout the state that, in their opinion, may be good candidates. The link can be found at the following web address: <https://gis.udot.utah.gov/affordable-housing>. There are two properties on the map that are located within Syracuse City limits. For this reason, UDOT has approached the city to further investigate the development potential of the properties that appeared on the map in preparation to selling them at auction.

The first property is a 4.366 acre parcel located approximately 2700 S and West Davis Highway. The general plan for the property is medium density residential. The zoning is R-1 residential which has a minimum lot size of 12,000 sf. This triangular shaped property only has public road frontage from a narrow tip 69 feet wide. Also, this frontage location is only 114' feet away from 2400 W, which would be too close to safely build another access road. The limited frontage also has many utility conflicts that block the would be road location. Because of it's long and narrow shape, there are also concerns about fire response to the southern edge of the property. When staff met with the state officials, these concerns were communicated to them.

The second is 3.905 acres located approximately 3700 S and West Davis Highway. It is zoned 'GC' and 'A-1'. General plan is for 'Low Density Residential'. This property has approximately 660' of road frontage and appears to have fewer development challenges as the first property. A single family development project named Still Water Phase 1 is located directly to the west of the property and is comprised mostly of 6,000 sf lots. In order to develop something of similar density on the UDOT property, a zoning map amendment from GC and A-1 to PRD would be required. PRD zones also require a development agreement. Since the PRD zone is not congruent with the 'Low Density Residential' designation in the master plan, an amendment of the general plan map from low to medium density residential would also be required. Prospective developers would be required to apply for each of these amendments and go through the standard development approval process.

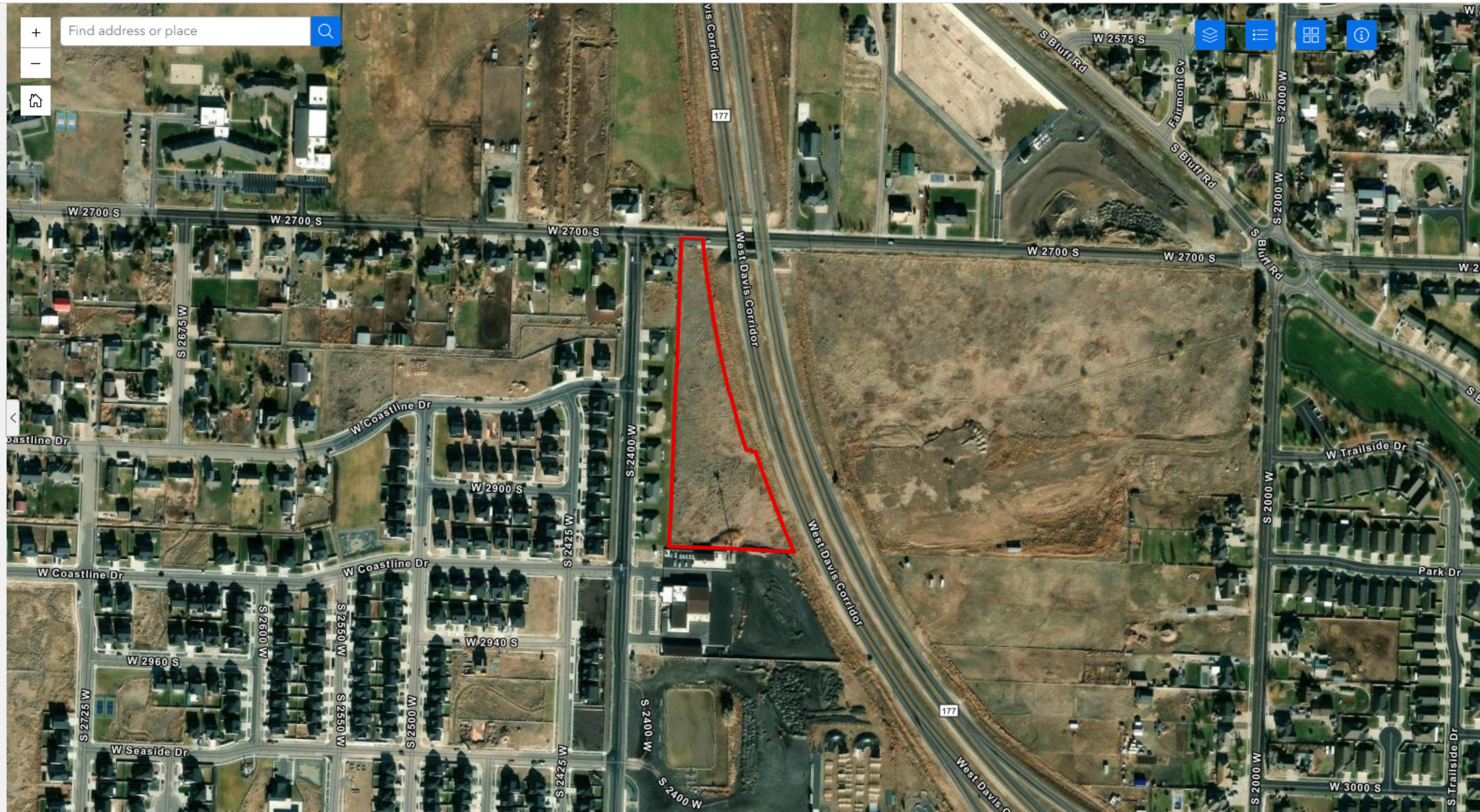
### *Goals of Discussion*

The goal would be for council to provide input to the state concerning the city's desired zoning/uses for the properties. This information could be incorporated into UDOT's on-line auction marketing materials to help convey the city's vision. Please find attached a draft letter giving more information about the two proposed properties as discussed during the 3/24/26 meeting.

- 2700 South and  
4.366 acres
- 3700 South West  
3.905 acres
- Washington City  
0.223 acres
- Washington City 2  
0.488 acres
- Washington City 3  
1.621 acres
- 6200 S and 5600 W  
3.529 acres
- 6600 S and 900  
1.441 acres
- 600 W 2300 S  
5.356 acres
- I-15 and Summit  
29.702 acres



|                                  |
|----------------------------------|
| 2700 South and<br>4.366 acres    |
| 3700 South West<br>3.905 acres   |
| Washington City<br>0.223 acres   |
| Washington City 2<br>0.488 acres |
| Washington City 3<br>1.621 acres |
| 6200 S and 5600 W<br>3.529 acres |
| 6600 S and 900<br>1.441 acres    |
| 600 W 2300 S<br>5.356 acres      |
| I-15 and Summit<br>29.702 acres  |





**Mayor**  
Dave Maughan

**City Council**  
Andrea Brown  
Brett Cragun  
Abraham Pollard  
Julie Robertson  
Paul Watson

**City Manager**  
Brody Bovero

April 28, 2026,

Rob Wight, Region 1 Director  
Utah Department of Transportation  
166 West South Well Street  
Ogden, UT 84404-4194

To Whom It May Concern,

It is our understanding that various properties acquired by UDOT for the now completed West Davis Corridor (SR-177) have been deemed surplus and UDOT is in the process of auctioning said properties. It is also our understanding that two of the surplus properties within Syracuse City have been identified as potential targets for affordable housing projects congruent with HB 360. The purpose of this letter is to provide prospective auction bidders with high-level feedback from the City about the feasibility of developing affordable housing on the two subject properties. The properties were discussed during the city's work meetings on 3/24/26 and 4/28/26. This information does not constitute an official zoning decision. Syracuse will entertain official requests for rezone following the proper application, noticing, and processes as required by state law.

The first property in question is a 4.366-acre property located approximately 2700 S and West Davis Highway. The general plan for the property is medium density residential. The zoning is currently R-1 residential, which has a minimum lot size of 12,000 sf. This triangular shaped property only has public road frontage to 2700 S from a narrow area 69 feet wide. There is no other public road frontage available as the property is wedged between the freeway and private property. Also, this frontage location is only 114' feet away from 2400 W, which would be too close to safely build another access road. The limited frontage also has many utility conflicts that block the would-be road location. Because of its long and narrow shape, there are also concerns about fire response to the remote southern edge of the property if developed.

For these reasons, the City Council does not see this parcel as being a strong option for development. If a variance for minimum lot width was granted through the hearing officer process, one large lot single family home may possibly be constructed using the existing frontage. Alternatively, there may be residential development potential if the duplex building that fronts 2400 W and lines up with 2850 S. were demolished. Future development could use that frontage to gain access to the public roadway. This would all be subject to a project's ability to apply for and receive city zoning approval and legally purchasing the property from the private property owner.

The second property in question is 3.905 acres located approximately 3700 S and West Davis Highway. It is zoned 'GC' and 'A-1'. General plan is for 'Low Density Residential'. This property has approximately 660' of road frontage and appears to have fewer development challenges as the first property. A single-family development project named Still Water is located directly to the west of the property and is comprised mostly of 6,000 sf lots. To develop something of similar density on the UDOT property, a zoning amendment from GC and A1 to the PRD zone would be required. PRD zones require a development agreement. Since the PRD zone is not congruent with the 'Low Density Residential' designation in the master plan, an amendment of the general plan map from low to medium density residential would also be required. Prospective developers would be required to apply for each of these amendments and go through the standard development approval process.

Please feel free to reach out anytime to ask questions about these properties.

Sincerely,

Noah Steele  
Community & Economic Development Director



# COUNCIL AGENDA

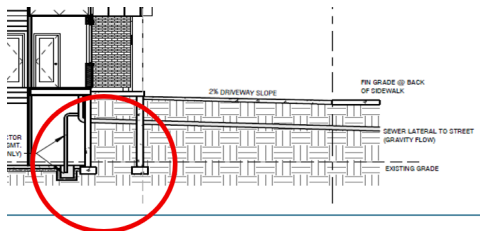
April 28, 2026

Submitted by Colin Winchester

## Agenda Item “F” Nongravity Sewer Ordinance Amendments

### *Factual Summation*

- A developer recently sought permission to install sewage injector pumps in unfinished basements in several to-be-constructed single family homes. The basement floors in these proposed homes will be below the elevation of the sewer laterals. Installation of these sewage injector pump systems would allow homeowners to later finish their basements and include bathrooms, kitchens or laundry rooms, all of which discharge sewage. Our current city ordinance generally prohibits grinder pumps, but it does not mention sewage injector pumps.
- In a grinder pump system, sewage is macerated into a slurry by rotating blades. The slurry is then pumped vertically to an elevation above the sewer lateral, where it joins the sewer lateral via gravity and flows via gravity to the sewer main.
- In a sewage injector pump system, there is no maceration. The pump’s inlet and outlet are larger than those in a grinder pump system, allowing sewage up to 2” in diameter to be pumped vertically to an elevation above the sewer lateral, where it joins the sewer lateral via gravity and flows via gravity to the sewer main.



### *Discussion Goals*

Discuss and determine whether to forward the proposed ordinance amendments forward to the next business meeting for action.

#### 4.10.130 Nongravity sewer discharge.

##### (A) Sewer Lift Stations.

(1) The City shall not accept or allow ~~the dedication of any~~ sewer lift stations or other such facilities designed to cause sewage to move to a higher elevation. The City shall have no responsibility to own, operate, maintain, repair or replace such facilities.

(2) No planned development, subdivision or single lot may install and utilize a sewer lift station or other such facility designed to cause sewage to move to a higher elevation ~~unless such facility is owned, operated, and maintained through a public special service district.~~

##### (B) Pressurized Community Sewer Systems.

(1) The City shall not accept or allow ~~dedication of any~~ community pressurized community sewer system, which is ~~considered a sewer system comprised of~~ two or more individual ~~grinder~~ pump units discharging into a common force main.

~~(2) Where connection to a gravity sewer discharge system is possible, no planned development, subdivision or single lot shall install and utilize a community pressurized sewer discharge system, unless such pressurized community sewer discharge systems are owned, operated, and maintained through a public special service district. No planned development, subdivision or single lot may install and utilize a pressurized community sewer system.~~

(3) No pressurized community sewer ~~discharge~~ system may connect directly to a City-owned, operated, or maintained sewer system. A pressurized community system must maintain a minimum gravity flow scour velocity of two feet per second prior to discharging by gravity to a City sewer main. The City shall not allow any pressurized sewer systems inside a public right-of-way.

##### (C) Individual ~~Grinder~~ Pump Units Systems.

~~(1) An individual grinder pump unit, designed to serve a specific residential or commercial structure, is prohibited where connection to a gravity sewer discharge system is possible and may only be installed with a backwater valve approved by the City Engineer in buildings under the following instances:~~

~~(a) In accessory buildings or accessory dwelling units located on properties where the primary dwelling unit is already connected to a gravity sewer discharge system; or~~

~~(b) In existing buildings where the lowest floor elevation is too low to permit adequate gravity flow to the sewer and all upper floors are served by gravity.~~

~~(2) Individual grinder pump units and pressure service lines must be privately owned, operated, and maintained and may not connect directly to a City-owned, operated, and maintained sewer system. An individual grinder pump unit must maintain a minimum gravity flow scour velocity of two feet per second prior to discharging by gravity to a City sewer main. The City shall not allow any pressurized sewer systems inside a public right-of-way.~~

(1) Individual pump systems may only be installed and utilized if:

(a)

(i) the structure to be served is the primary structure on the property and it existed prior to 2017; or

(ii) the structure to be served is an accessory building or accessory dwelling unit and the primary structure is connected to a gravity sewer discharge system;

(b) the structure to be served cannot be connected to a gravity sewer discharge system but for the pump system;

(c) the property owner applies for and receives a permit from the City; and

(d) the pump system includes a backwater valve approved by the City Engineer.

(2) Individual pump systems and pressure service lines must be privately owned, operated, and maintained, and may not connect directly to a City-owned, operated, and maintained sewer system. Individual pump systems must maintain a minimum gravity flow scour velocity of two feet per second prior to discharging by gravity to a City sewer main.

(3) If any pump system interferes with City services or City property or any other property, the owner of the property served by the pump system shall be liable for the cost of remediation.



# COUNCIL AGENDA

April 28, 2026

Agenda Item “g”      **Discussion regarding surplus of real estate properties at 508 West 2700 South and at 546 West 2525 South**

## *Factual Summation*

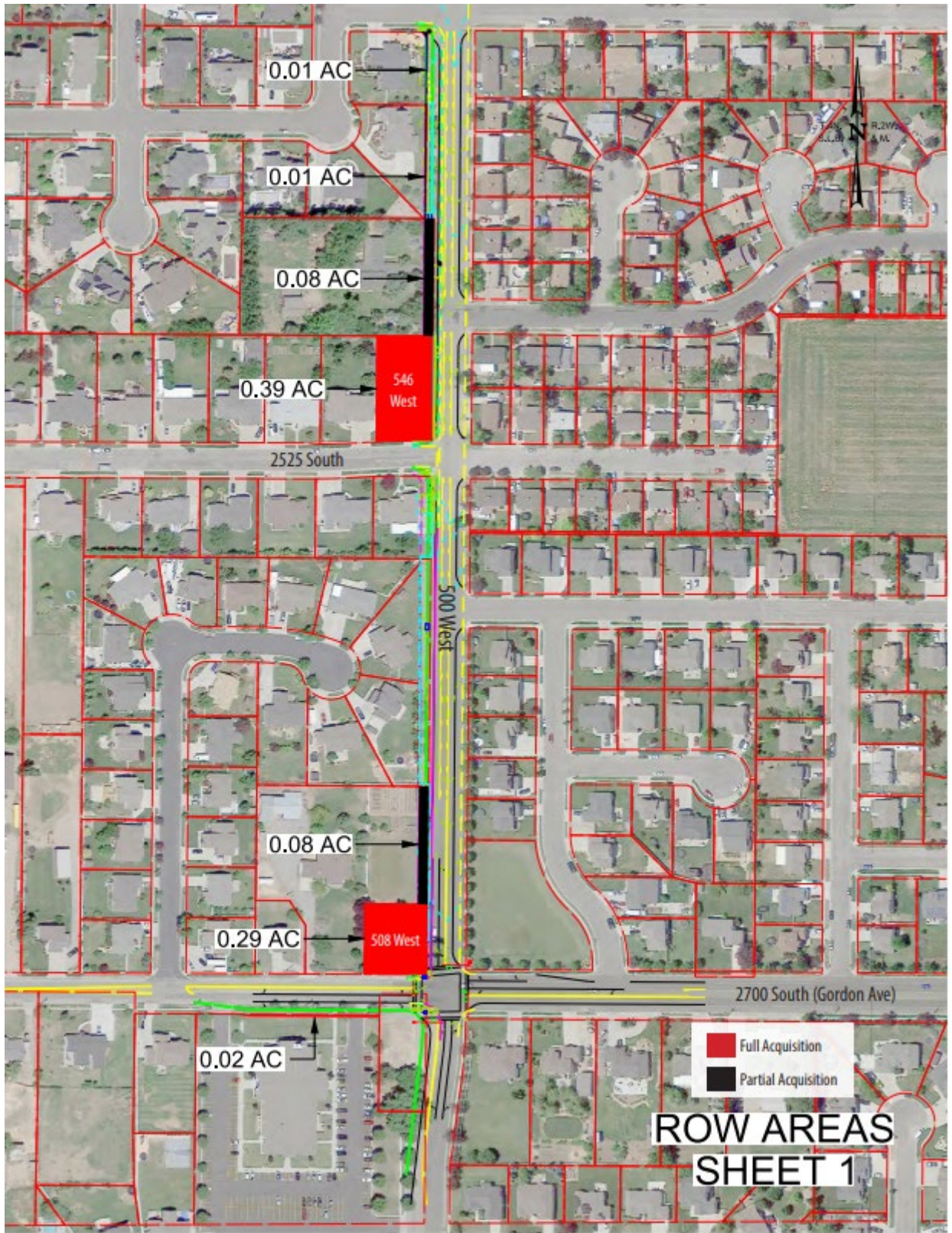
- These properties were identified in the Transportation Impact Fee Facilities Plan requiring acquisition for a road widening project. The Transportation Impact Fee fund was used to purchase these properties.
- The portions of the properties that were needed for road widening have been deeded to the roadway right-of-way. Road construction is nearing completion.

## *Next Steps*

- An appraisal of the properties is currently underway to determine the current market value of the properties.
- A Request for Proposal has been posted to acquire a real estate agent to facilitate the sale of these properties.
- These properties will need to be considered surplus by city council prior to selling the properties.

## *Discussion Items*

- If the council desires, these properties can be placed on a business session to consider them as surplus property.
- When an offer comes forward, how will the council like to proceed? How will council like staff to facilitate offers made?
- Once an offer is accepted on each property, the real estate purchase contract can be placed on a business session for consideration of approval. It’s possible they may be on different business sessions, if one takes more time than the other.
- The amounts collected on the sale of the properties will reimburse the transportation impact fee fund.





# CITY COUNCIL

## AGENDA

April 28, 2026

Agenda Item “h” Discussion/consideration of proposed Mutual Aid Agreement for Information Technology (IT) support in the event of a cyber security attack.

### *Factual Summation*

- Any question regarding this agenda item may be directed at Cassie Brown, City Recorder.
- The City’s Information Technology (IT) Manager, Cory McDermaid, has proposed that the City enter into a Mutual Aid Agreement for IT support in the event of a cyber security attack.
- When Mr. McDermaid first joined the City, he had several questions that he felt were best answered by the experience of other municipal IT leaders. He made connections with the Utah Local Government IT Leaders group, which has been an invaluable resource.
- Through this group, the City has been given the opportunity to participate in a Mutual Aid Agreement. Mr. McDermaid has spent time assessing the City’s cybersecurity and disaster recovery readiness and, at this point, believes the City is in a stronger position to both join the agreement and contribute effectively if assistance is needed.
- The proposed agreement enables Utah local governments to support each other’s IT operations during emergencies (e.g., cyberattacks, disasters) by sharing personnel, equipment, and expertise. The terms of the proposed Mutual Aid Agreement are summarized as follows:
  - **Purpose:** Strengthen continuity and security of IT services through mutual aid, not routine operations.
  - **Voluntary Support:** Each party decides when it can assist without impacting its own services.
  - **Response Structure:** Requests go through IT leaders; the requesting party leads incident command. Up to **40 hours of aid is typically no-cost**, with cost recovery options after.
  - **Minimum Standards:** To receive aid, entities must maintain **basic cybersecurity and disaster recovery capabilities**.
  - **Liability & Legal:** Each party is responsible for its own actions; governmental immunity and confidentiality protections apply.
  - **Term:** Five-year agreement with renewal; allows new participants.

### *Action Items*

- Review and discuss the proposed Mutual Aid Agreement and provide direction to Administration regarding whether to proceed with action on the proposal.

## **MULTI-JURISDICTION IT MUTUAL AID AGREEMENT**

THIS MULTI-JURISDICTION IT MUTUAL AID AGREEMENT (the “Agreement”) is entered and made effective as of February 24, 2025, by Bountiful City, Centerville City, Central Utah 911, Cottonwood Heights City, Davis County, Draper City, Duchesne County, Eagle Mountain City, North Ogden, Orem City, Payson City, Provo City, Riverton City, Salt Lake City, Salt Lake County, Sandy City, Saratoga Springs City, South Salt Lake City, Tooele City, Utah County, Wasatch County, Weber Area 911, Weber County, West Jordan City, West Valley City (collectively referred to as the “Parties” and each individually as a “Party”).

### **RECITALS**

- A. Each Party is a municipality or governmental entity in the State of Utah.
- B. Each Party has an information technology (IT) department, division, or function (IT Department) with equipment and personnel trained to provide information technology services in support of various government operations.
- C. Each Party has a Chief Information Officer (CIO), Director, Division Director, or other position who holds the role as head of IT operations (hereinafter “IT Leader”). Each respective IT Leader is trained in IT management practices and leads information technology services for their respective municipality or government organization.
- D. Each Party desires to cooperate with and assist the others in times of emergency including, but not limited to, cyber security events, natural disasters, or other events that impact the information technology services provided by the impacted government organization(s).
- E. The Parties wish to benefit all Parties and their respective government organizations, employees, residents, businesses, and invitees by entering into this Agreement that sets forth procedures regarding mutual aid, including the use of services and facilities among the Parties. The provision of these services is likely to take place both within and outside the normal geographical jurisdictional limits of each Party.
- F. The Parties also want to expand their training opportunities by training jointly with one or more Parties, or by offering or accepting the use of one or more Parties’ training facilities or instructors.
- G. The Parties intend by this Agreement to assist each other whenever possible, while allowing each Party the sole discretion to determine when its personnel, equipment, and/or facilities can be spared for assisting other Parties.
- H. This Agreement will not supersede nor preclude any other agreements which are made or which will be made by any Party with any other Party.

### **AGREEMENT**

NOW, THEREFORE, in consideration of the mutual covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. ACCURACY OF RECITALS. The Parties acknowledge and agree to the accuracy of the Recitals above, which are hereby incorporated as part of this Agreement.
  
2. DEFINITIONS.
  - a) **Emergency Incident**: any situation posing an immediate risk to health, life, property, or environment requiring urgent or emergency response, including, but not limited to, cyber security threats, natural disasters, acts of terrorism, or other events that impact the confidentiality, integrity, or availability of information systems or data.
  - b) **Incident Commander**: the individual authorized and responsible for the overall management of the Emergency Incident, including, but not limited to, coordinating resources, developing objectives, managing operations, and serving as the primary point of contact.
  - c) **Information Technology Services (“IT Services”)**: the various technological services and support provided, including, but not limited to, computer systems, software applications, network configurations, data management, and technical assistance, which are aimed at enhancing operational efficiency and communication within an organization.
  - d) **Mutual Aid**: the provision of personnel, equipment, services, and resources by one Party to another Party requesting such aid in times of an Emergency Incident.
  - e) **Requesting Party**: the party formally asking another party to provide Mutual Aid.
  - f) **Responding Party**: the party providing Mutual Aid.
  
3. PURPOSE. As outlined in the Recitals, the purpose of this Agreement is to promote the secure and reliable operation of technology services by each Party through mutual aid between and among the Parties. To achieve this purpose, the Parties agree to combine and share their collective capabilities and resources, subject to the sole discretion and election of each Party. Resources and services provided pursuant to this Agreement shall not be used to substitute for or supplement day-to-day full and continuing IT services within each Party’s own geographic area of jurisdiction.
  
4. OTHER AGREEMENTS. This Agreement is intended to be complementary and work in conjunction with any other interlocal or mutual aid agreements between or among Parties to this Agreement.
  
5. RELATIONSHIP OF PARTIES. Each Party acknowledges and agrees that no governmental or corporation or joint venture relationship is created by this Agreement. Furthermore, no Party shall be considered an agent of another Party. Rather, each Party maintains its separate and distinct governmental entity status.
  
6. CONSIDERATION. The consideration for this Agreement consists of the mutual benefits and exchange of promises provided herein, the receipt and sufficiency of which are acknowledged by the Parties by execution of this Agreement.
  
7. SERVICE AREA. The area to be served by this Agreement includes the collective service area of each Party, which may extend beyond a Party’s jurisdiction. By signing the Agreement, the governing body of each Party is hereby deemed to have approved the provision of aid beyond its

boundaries, and any aid provided pursuant to this Agreement shall not require any further approval by the governing body of any Party.

8. RESPONSE. In times of emergency, as outlined in Recital D, each Party agrees to provide its available personnel, equipment, and resources to assist and aid a Party requesting such Mutual Aid. The response and provision of Mutual Aid is subject to the discretion and determination of the Responding Party that it has personnel, equipment, services, and resources reasonably available to support its own needs and the Requesting Party's needs.
  - a. Process to Receive Mutual Aid: Requests for Mutual Aid will be made by the Requesting Party's IT Leader to the IT Leader(s) of Responding Party(ies). The request shall identify, as best as possible, the specific resources needed to deal with the Emergency Incident. Mutual aid will (absent special circumstances agreed upon at the time) be provided by responding parties without cost for the initial operational period up to 40 hours. The reimbursement of costs for mutual aid beyond this initial operational period will be subject to and based upon an agreement between the requesting Party and responding Party established at the time of the request, a previously established agreement for cost allocation and/or reimbursement, or a responding Party may bill the receiving Party within 60 days of the end of the incident and the Parties will then determine the appropriate cost reimbursement. If the incident involving mutual aid is one in which cost recovery from a third party is available, the Party in whose jurisdiction the incident occurs is strongly encouraged to invoice and collect recoverable costs. In the event a Party receives such funds, the collecting Party will proportionally distribute funds to additional Parties as applicable pursuant to the relative costs incurred during the response.
  - b. Minimum Standards for No-Charge Response: To qualify for the initial 40 hours of no-charge response, a Requesting Party must meet the following minimum standards:
    - i. Updated Disaster Recovery Plan: The Requesting Party must have an up-to-date disaster recovery plan that is reviewed and tested annually. This plan should include procedures for data backup and recovery, communication strategies, and resource allocation.
    - ii. Cybersecurity Program: The Requesting Party must have a cybersecurity program in place. This program should address the following areas:
      1. Risk Assessment: Regular risk assessments to identify and mitigate potential threats.
      2. Policies and Procedures: Established cybersecurity policies and procedures that align with an industry standard framework such as NIST.
      3. Training and Awareness: Ongoing cybersecurity training and awareness programs for all employees.
    - iii. Base Cybersecurity Tools: The Requesting Party must have the following base cybersecurity tools implemented and actively maintained:
      1. Endpoint Protection: Effective endpoint protection software implemented.
      2. Firewalls: Configured firewalls to protect the network from unauthorized access.

3. Multi-Factor Authentication (MFA): MFA implemented for access to critical systems and data.
      4. Incident Response Plan: An incident response plan that is regularly tested and updated to handle potential cybersecurity incidents.
    - iv. Compliance with Legal and Regulatory Requirements: The Requesting Party must be in compliance with all applicable local, state, and federal IT security regulations and standards.
    - v. Regular Audits and Assessments: The Requesting Party must conduct regular audits and assessments of their IT infrastructure to ensure compliance with the above standards and identify areas for improvement.
    - vi. Documentation and Reporting: The Requesting Party must maintain documentation of their compliance with these minimum standards and be prepared to provide such documentation upon request by any Responding Party.
  - c. Verification of Compliance: The Responding Party reserves the right to verify the Requesting Party's compliance with the above minimum standards. This verification can include a review of documentation, policies, and procedures, as well as discussions with relevant IT personnel.
  - d. Termination of Mutual Aid. Personnel, equipment, services, and resources from a Responding Party will be released or terminated by the Incident Commander when the mutual aid services of the Responding Party are no longer needed by the Requesting Party or upon notification that the personnel, equipment, services, and resources of the Responding Party are needed within its own jurisdictional area.
9. INCIDENT COMMAND. The Requesting Party's IT Department will initiate and maintain incident command, including the designation of an Incident Commander. As detailed in the definitions above, the Incident Commander will be responsible for managing all emergency response operations and resources at the scene of an emergency incident. Except for taking operational direction as part of incident command, the Responding Party's personnel, equipment, services, and resources will be operating as part of the Responding Party and not the Requesting Party receiving such mutual aid.
10. TRAINING. In addition to providing Mutual Aid in times of emergency, the Parties also agree to utilize mutual training opportunities and exercises. The Parties agree to equally share in the costs and expenses of such training, including rental space fees, guest lecturer or instructor fees, equipment rental fees, and other training resources.
11. EQUIPMENT AND FACILITY. From time to time a Party may agree to lend equipment or facility space to another Party for its temporary use. The borrowing Party will be responsible for the maintenance of and repair of damage to the equipment or facility while in its possession or use. Such obligation will not apply to major repairs that would ordinarily result from long-term use of the equipment or facility space unless such damage is specifically attributable to the use or misuse by the borrowing Party. The borrowing Party will be responsible for maintaining sufficient property damage and liability coverage on all borrowed equipment or facility space and its use of them will be subject to the indemnification provisions provided for in this Agreement.

12. RIGHT TO DECLINE REQUEST. Mutual Aid by a Responding Party under this Agreement will be made only when the absence of IT personnel and/or equipment, in the sole discretion of the Responding Party, will not jeopardize IT services or other governmental interests of the Responding Party.
13. INSURANCE. As required by law, each Party is solely responsible for providing workers' compensation and benefits for its own officials, employees, and volunteers who provide services under this Agreement. Each Party will obtain independent insurance, become a member of an insurance risk pool or trust, or be self-insured to cover all costs of liabilities and defense. Such insurance coverage shall include, but is not limited to, coverage for negligence, including attorney fees and costs, arising out of services rendered under this Agreement, including negligent acts or omissions to act and the civil rights violations of any person.
14. GOVERNMENTAL IMMUNITY. The Parties are governmental entities as set forth in the Governmental Immunity Act of Utah, Title 63G, Chapter 7, Utah Code Annotated (the "Immunity Act"). The Parties do not waive any defenses otherwise available under the Immunity Act, nor does any Party waive any limits of liability provided by the Immunity Act which immunity and damage caps are expressly preserved and retained. The Parties retain the same privileges and immunities from liability when responding to a request for assistance outside its jurisdictional area as it possesses in the performance of its duties within its own territorial jurisdiction. All obligations imposed upon the Parties or their employees and volunteers by virtue of the execution of this Agreement are considered within their current scope of employment with each Party.
15. CONFIDENTIALITY. The Responding Party agrees to hold in strict confidence any information obtained as a result of providing Mutual Aid under this Agreement. At no time shall the Responding Party disclose or release any information related to the Emergency Incident, except as required by law or with the express written consent of the Requesting Party. The Requesting Party retains sole responsibility for the communication and release of information related to the Emergency Incident. Parties agree to comply with all applicable state laws covering confidentiality, including but not limited to GRAMA, the Utah Protection of Personal Information Act, and other relevant privacy and cybersecurity regulations. This provision shall survive the termination of this Agreement.
16. INDEMNIFICATION. Subject to the terms of the Immunity Act, and as provided herein, it is mutually agreed that the Parties are each responsible for their own negligent, reckless, or intentional acts or omissions which are committed by them or their agents, officials, or employees. Furthermore, each Party agrees to indemnify, defend, and hold each other harmless from any and all damages or claims for damages occurring to persons or property as a result of the negligent, reckless, or intentional acts or omissions of its own officers, employees, and agents involved in providing services and equipment, or the use of such equipment, under the terms of this Agreement. This duty to indemnify, defend, and hold each other harmless includes costs or expenses in law or equity, including attorney fees. The terms of this paragraph will survive the termination of this Agreement.
17. REPRESENTATIONS AND WARRANTIES. Each Party hereby represents and warrants to the other Parties that it has all requisite power and authority to execute, deliver, and perform this

Agreement and to consummate the transactions contemplated hereby. This Agreement has been duly executed and delivered by each Party and constitutes each Party's respective legal, valid, and binding obligations, enforceable against the Party in accordance with its terms, except as the enforcement thereof may be limited by the legislature, court order, bankruptcy, insolvency, reorganization, or moratorium relating to or affecting the enforcement of rights under this Agreement, by general principles of equity, and, as to rights of indemnification, by principles of public policy.

18. TERM; EXECUTION; TERMINATION. This Agreement will continue for a period of five (5) consecutive years from the effective date, July 1, 2024. Upon its execution by a Party, that Party will become a participant in and subject to the Agreement with all other Parties who have similarly executed the Agreement. The failure of a Party to execute the Agreement will not invalidate the Agreement as to those Parties who have executed it.

Furthermore, each Party reserves the right to terminate its participation under this Agreement for any reason, in its sole discretion, prior to the expiration date by giving thirty (30) days prior written notice of such termination to each of the other Parties. At the end of the initial five (5) year term, the Parties agree to review this Agreement to determine if it continues to meet their needs and its purpose. If no changes are needed and the Parties do not take any action to rescind or amend this Agreement, it will automatically renew for an additional five (5) year term.

19. ADDITIONAL PARTIES. After the execution of this Agreement, municipalities or other governmental entities that are not parties to this Agreement ("Applying Party"), but which have their own respective IT departments and seek to subsequently join in this IT Mutual Aid Agreement, may do so by providing request and notice to the Parties of this Agreement. The Applying Party shall submit a letter, in writing, to the IT Director of each Party requesting to be added to this Agreement. The letter shall identify specific personnel, equipment, and resources available to the Applying Party, including the contact information for the IT Director for the Applying Party. The Applying Party's letter shall also identify any known IT needs of the Applying Party.

Any objection to the Applying Party's request to be admitted as a Party to this Agreement, shall be made in writing by a Party's IT Director within sixty (60) days of receiving the request. If no Party's IT Director objects to the Applying Party's request within sixty (60) days of the request, the Applying Party may execute a counterpart of this Agreement and send it to the other Parties. Upon such execution, the Applying Party will be bound by the terms and conditions of this Agreement.

If any IT Director objects, a simple majority of current Parties, by and through their respective IT Director, may agree to accept the requesting entity as a Party to this Agreement, subject to approval by the Applying Party's governing body and execution of this Agreement. Approval of the governing bodies of the current parties to the Agreement is not required for acceptance of any Applying Party to be an additional party to this Agreement.

20. GOVERNING LAW. This Agreement shall be governed by, and construed in accordance with, the laws of the State of Utah. The Parties agree that litigation of disputes under this Agreement shall be conducted in the Fourth Judicial District Court of the State of Utah.

21. SEVERABILITY OF PROVISIONS. Each provision of this Agreement is intended to be severable, and, if any term or provision of this Agreement is determined to be illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity or legality of the remainder of this Agreement.
22. THIRD-PARTIES. This Agreement is not intended and should not be construed to benefit persons or other entities either not named as a Party herein or subsequently added as a Party pursuant to its provisions.
23. TITLES AND CAPTIONS. The titles and captions of this Agreement are for convenience only and in no way define, limit, augment, extend, or describe the scope, content, or intent of any part or parts of this Agreement.
24. NON-ASSIGNABILITY. No Party shall transfer or delegate any of their rights, duties, powers, or obligations under this Agreement, without written consent of each of the other Parties.
25. NOTICES. Except for “dispatching services” all notices and other communications provided for in this Agreement shall be in writing and will be sufficient for all purposes if: (a) sent by email to the address the Party may designate, or by fax to the fax number the Party may designate, and (concurrently) sent by first class mail to the Party and to the Party’s legal office; (b) personally delivered; or (c) sent by certified or registered United States Mail addressed to the Party at the address the party may designate, return receipt requested. Each Party has set forth in their respective execution page, which page shall utilize a form substantially similar to Exhibit A, their respective contact information, and such contact information will be applicable until modified in writing.
26. EXECUTION. This Agreement may be executed in multiple counterparts, including by facsimile or e-mail, each of which shall constitute an original instrument, but all of which shall constitute one and the same agreement. Counterparts of this Agreement or its signature page may be transmitted by electronic delivery. Each Party agrees that each Party must execute this Agreement by signing, acknowledging, and having their respective Attorney approve this Agreement as to legality and form, through an execution page that utilizes a format substantially similar to the attached Exhibit A.
27. ENTIRE AGREEMENT; NO WAIVER. This Agreement, including any exhibits and schedules hereto which are attached hereto and incorporated herein by this reference, embodies the entire agreement and understanding of the Parties, and this Agreement supersedes all prior agreements, representations, warranties, and understandings between or among the Parties with respect to such subject matter. This Agreement may not be amended, supplemented, or modified, except by a written agreement signed by all Parties.

No failure by any Party at any time to give notice of any breach by another Party of, or to require compliance with, any condition or provision of this Agreement will be deemed a waiver of similar or dissimilar provisions or conditions at the same or at any prior or subsequent time.

28. The Parties hereto have executed this Agreement as of the date indicated on each Party's execution page.

*[Remainder of page intentionally left blank.*

*Signature pages follow.]*

MULTI-JURISDICTION IT MUTUAL AID AGREEMENT

EXHIBIT "A"

PROVO CITY

Agreed this \_\_\_\_ day of \_\_\_\_\_, 2025 for Provo City.

PROVO CITY

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By: Michelle Kaufusi  
Provo City Mayor

ATTEST AND COUNTERSIGN:

\_\_\_\_\_  
City Recorder

Recordation Date

APPROVED AS TO FORM  
Provo City Attorney's Office

Date \_\_\_\_\_

Sign \_\_\_\_\_

Print name: \_\_\_\_\_

CONTACT INFORMATION FOR PROVO INFORMATION SYSTEMS DIVISION:

**Joshua Ihrig**  
445 W Center St  
Provo UT, 84601-4374  
801-852-6551  
[jihrig@provo.gov](mailto:jihrig@provo.gov)

**Provo Information Systems Support Desk**  
[support@provo.gov](mailto:support@provo.gov)  
801-852-6560



# COUNCIL AGENDA

April 28, 2026

Agenda Item “i”                      Discussion on Recruitment and Retention Policy  
Regarding Personnel Market Comparisons  
(Benchmarking)

## Background

As discussed in the annual budget retreat, this item is aimed at re-evaluating Syracuse City’s Recruitment and Retention Policy. While the catalyst for this re-evaluation is the growing concern over the policy’s affordability, particularly in light of personnel costs outpacing City revenue growth and the resulting structural deficit in the General Fund- the primary intent of this discussion is twofold:

1. Review the importance of having a well-balanced policy, particularly regarding competitive compensation and budget affordability.
2. Begin discussing some concrete proposals in “bite-size” sections, so the Council can adequately consider each part of the policy during the meetings. **This discussion will only focus on Section 2.C.1 of the policy.**

## Revisiting the Purpose and Goals of the Policy

The current policy aims to:

- Attract and retain the best talent possible in a competitive market;
- Minimize inefficiencies associated with high employee turnover and lack of knowledge or talent;
- Provide a stable and transparent system of employee career advancement;
- Reward performance over tenure;
- Benchmark compensation and benefits regularly to remain competitive in the market.

## Section Discussion: Personnel Market Comparison

The comparison market is under Section C.1 of the policy (attached). Here is a summary of the proposed changes to this section of the policy:

1. **Adding Benchmark Cities for Unique Positions:** Some positions do not have enough comparables in other cities to calculate an average of the top 3, 4, or 5. The proposed amendments in subsections iii and iv allow administration, in these instances, to compare additional cities based on similar demographics as Syracuse, but also taking into account geographical location.

**Analysis:** This change aims to provide a more accurate accounting of the wages for positions that are more unique. Without the extra comparisons, the city is sometimes only able to average two cities, or even just have one comparable.

2. **Removing Clause on Eliminating a Benchmark City:** It is proposed that subsection iv in the current policy be deleted since this action is already covered under the following section (b)(iii).

**Analysis:** Since the drafting of the current policy, the city has been able to address the vast majority of inconsistencies and errors that sometimes occur in the data.

3. **Benchmarking All Positions at the Same Time:** Since every year is different, in terms of the financial and budgetary needs of the city, there has been concerns with treating employee groups differently as it relates to benchmarking comparisons. For example, under the draft policy you might have a “normal” budget year followed by a “constrained” year. This results in half of the employees being treated differently in terms of compensation.

**Analysis:** By conducting the benchmarking every year, it resolves this concern, but it also results in positions receiving incremental wage adjustments rather than bigger swings every two years.

### Discussion Item

1. Review the proposed changes to section 2.C.1 of the policy
2. Discuss potential solutions to address concerns of the existing policy.
3. Provide direction to the Administration regarding section 2.C.1.



## RECRUITMENT & RETENTION POLICY

### 1) PURPOSE

- A. The purpose of this policy is to establish a planned approach to ensure that Syracuse City attracts the best talent possible, and motivates and retains that talent for the overall benefit of the citizens.
- B. It is essential that Syracuse City recruits and retains the best talent possible to ensure the most efficient use of City resources. Excessive turnover and any lack of direction provided by City leadership will produce inefficiencies that waste City resources, and will degrade the quality of service provided to the citizenry.

### 2) COMPONENTS OF THE POLICY

#### A. Leadership & Responsibility

##### Executive/Administration

As the Executive/Administrative branch of Syracuse City, the leadership and responsibility for creating an environment that breeds productive, dedicated, and engaged employees lies primarily with the City Manager, and ultimately with the Mayor, with the support of the department heads and the City Council.

##### City Council

The City Council will be tasked with reviewing programs and policies proposed by the City Manager and/or Mayor, and adopting policies that align with the purpose of this policy.

##### Employees

Employees are responsible for bringing a positive, constructive approach to the workplace. Issues affecting recruitment and retention are to be addressed by employees in a professional and constructive manner.

## **B. Employee Compensation Policy**

It is the general policy of Syracuse City that it will compensate its employees on a merit-based system in a manner that is competitive with the market, for wages and benefits. Overcompensating does not ensure the best service and undercompensating erodes the City's ability to attract and retain quality employees.

## **C. Administration of the Policy**

### 1. Comparison Market

#### **(a) Benchmarking of Comparison Entities**

(i) Wage scales for all positions will be benchmarked against the following core cities:

1. Roy
2. Clinton
3. Clearfield
4. Layton
5. Kaysville
6. Farmington
7. West Point

(ii) In addition to the core cities, the following entities will be benchmarked in these respective departments:

1. Public Works: Maintenance Workers, Crew Leaders, and Superintendents
  - a. North Davis Sewer District
  - b. Central Davis Sewer District
  - c. Central Weber Sewer Improvement District
  - d. Weber Basin Water Conservancy District
  - e. Davis & Weber Counties Canal Company
  - f. Roy Water Conservancy District
2. Fire Department

- a. North Davis Fire District
- b. South Davis Metro Fire District
- c. Weber Fire District
- d. North View Fire District

(iii) If the core lists above do not produce enough comparable positions to calculate the wage scale for any given position, the following cities will be added for comparison:

1. North Ogden
2. West Haven
3. Centerville
4. Bountiful
5. Davis County
6. Weber County

(iv) If, after adding the cities in section iii above, there still isn't enough comparable positions to calculate the benchmark for a given position, the following cities will be selected one at a time, in order, until the minimum number of comparable entities is met:

1. North Salt Lake
2. Draper
3. Bluffdale
4. Riverton
5. Herriman
6. American Fork
7. Pleasant Grove
8. Highland
9. Cedar Hills
10. Saratoga Springs

## 11. Eagle Mountain

### **(b) Gathering Benchmark Data from Comparison Cities/Entities**

- (i) The wage benchmarking process will happen once per year, typically in February, and in preparation for the annual budget.
- (ii) The City will primarily rely on the Technet system, or other similar cooperative data sharing platform to gather wages scales from other cities and entities. At the discretion of the City Council, a third-party contractor may be used to gather the data instead of Technet.
- (iii) The benchmarking data for each position will be verified with the official wage scales of each city. City administration will check for errors, inconsistencies, or other flaws. City administration will make any necessary corrections, and conduct any additional research needed to ensure the integrity of the data.

### **(c) Annual Market Adjustments**

- (i) Every year, the wage scales for each department will be reviewed and adjusted to comply with the policy's level of compensation outlined below. This process will occur during the annual preparation of the budget, with associated wage adjustments becoming effective the first pay period of July. Wages will be adjusted commensurate with the wage scale as determined by the policy, unless otherwise determined by the City Council.



# COUNCIL AGENDA

April 28, 2026

Agenda Item “j”                      Continued Discussion on Fiscal Year (FY)  
2026-2027 budget.

## ***Background***

Updated budgets have been provided on the Teams channel for your review. These changes incorporate all the changes discussed up to this point.

There are a couple of items that are “on the fence” that we wanted further feedback from the council.

- 1) **Crossing Guard Coordinator - \$8,500.**
  - a. This would free up police officer time to focus on other duties.
  - b. Continue to add new crossing guards with new DSD elementary
- 2) **UDOT Park and Ride and station 33 land maintenance - \$25,000**
  - a. We are contractually obligated to maintain the park and rides based on our agreement with UDOT.
  - b. General Fund or Class C Road Fund options
  - c. Station 33 land maintenance - \$6,000 for weed and snow mitigation.
- 3) **Retirement pickup for public safety - \$43,000.**
  - a. Tier II hybrid public safety employees
  - b. The city has picked up the two previous increases
  - c. This would be an additional pickup of 1.25% for employees
  - d. The city can only pick up public safety. All of city employees are required to pay their contributions.
  - e. Total employees required retirement contribution:
    - i. Public Employee = 1.3%
    - ii. Public Safety = 5.98%. The city has picked up 4.73% in previous two years. 1.25% is new portion this year.
- 4) **Public Works Concept Plan – 50k funded out of Class C Funds**
  - a. Concept plan for a future public works building
  - b. Running out of space with current staffing levels

### 5-Year Capital and Building Plan

- Please review the 5-year capital and building plan on the Teams channel.
- Total requests = \$8,492,000 or \$1,698,400 per year,
- Total funding = \$5,500,000 or \$1,100,000 per year.
- **Shortage / Needed Funding = \$2,992,000 or \$598,400 per year.**

### 5-Year Infrastructure Plan

- Please review the 5-year infrastructure plan on the Teams channel.
- Total requests = \$36,444,580 or \$7,288,916 per year (excluding impact funds)
- Total funding = \$28,833,037 or \$5,766,607 per year (excluding impact funds)
- **Shortage / Needed Funding = \$9,187,907 or \$1,837,581 per year.**
  - o \$722,497 in road funding over 5 years or \$144,500 per year
  - o \$8,465,410 in utility funding over 5 years or \$1,693,082 per year.
    - \$13.44 per user per month increase to fully fund 5-year plan

|                                              | <u>Class C Roads</u> | <u>Secondary</u> | <u>Storm</u>  | <u>Culinary</u> | <u>Sewer</u> | <u>Total</u>          |
|----------------------------------------------|----------------------|------------------|---------------|-----------------|--------------|-----------------------|
| <b>Two Month Minimum Cash Balance Needed</b> | \$ 458,020           | \$ 709,793       | \$ 624,750    | \$ 170,922      | \$ 737,268   | \$ <b>2,700,754</b>   |
| <b>Ending Cash Balance - 5 year plan</b>     | (\$264,476)          | (\$6,750,907)    | (\$2,345,392) | \$1,467,689     | \$1,405,933  | \$ <b>(6,487,153)</b> |
| <b>Total Cash Needed to Fund 5 year plan</b> | \$ 722,497           | \$ 7,460,700     | \$ 2,970,142  | \$ (1,296,767)  | \$ (668,665) | \$ <b>9,187,907</b>   |
| <b>Utility Rate Change Needed</b>            |                      | \$ 11.84         | \$ 4.71       | \$ (2.06)       | \$ (1.06)    | \$ <b>13.44</b>       |

- **Road Assessment and Condition Study**
  - o Completed a road condition assessment study in 2025.
  - o Excellent, Good, Fair, and Poor condition roads.
  - o Goal is to keep road conditions at an acceptable level determined by study.
  - o Road Utility Fee could be implemented to maintain road conditions
  - o Extend the life of roads, less expensive than complete road replacement.
- **Streetlight Fund**
  - o Replaced all streetlights in 2012 to reduce power usage.
  - o Life – 20 years
  - o Total cost to replace lights over next five years would be \$1,600,000.
  - o Need \$320,000 per year for next 5 years to replace existing lights.
  - o Street light fee only generates \$125,000 per year for light replacement.
  - o Deficit funding needed = \$195,000 per year.

### 5-Year IT Plan

- Please review the 5-year IT plan on the Teams channel.
- Funding increase of \$200,000 per year incorporated into budget proposal.
- Funding needed for new phone system - \$100k to 115k over 5 years.

### 5-Year Parks Plan

- Please review the 5-year Parks plan on the Teams channel.
- RAP Tax Renewal in 2027 – 10-year period
- Future project considerations not funded on 5-year plan.
  - o Regional Park next phase ~ 40,000,000 for remainder of park
  - o Community Center expansion ~ 10,000,000

**General Fund Balance**

- With the current changes to the budget discussed above, the projected budget shortfall for FY2027 is approximately \$316,000.

**Summary of utility fee increases by budget item.**

| <u>Expense</u>                 | <u>Rate Change</u> | <u>Notes</u>                               |
|--------------------------------|--------------------|--------------------------------------------|
| 3 new parks employees          | \$1.91             | 2 park maintenance works and admin         |
| Emergency Dispatch Fees        | \$3.09             | Full cost of dispatch services             |
| Water Supply Increases         | \$1.23             | Both Culinary and Secondary Water          |
| Employee Comp and Benefits     | \$0.86             | Includes R & R, benefits increase          |
| Fully Fund 5 Year IT Plan      | \$0.32             | 20% portion of the 200k IT budget increase |
| Customer Portal                | \$0.40             | State Reporting Requirement                |
| New Maintenance Superintendent | \$0.08             | Promotion not a new position               |
|                                |                    |                                            |
| <b>Total Fee Change</b>        | <b>\$7.89</b>      |                                            |

**Utility Rate Comparisons to other cities**

| City                   | Total Utility Bill |
|------------------------|--------------------|
| <b>WEST POINT</b>      | <b>\$105.23</b>    |
| <b>CLINTON CITY</b>    | <b>\$118.31</b>    |
| <b>SYRACUSE CITY</b>   | <b>\$118.86</b>    |
| <b>LAYTON CITY</b>     | <b>\$123.31</b>    |
| <b>ROY CITY</b>        | <b>\$130.27</b>    |
| <b>SUNSET CITY</b>     | <b>\$134.39</b>    |
| <b>CLEARFIELD CITY</b> | <b>\$135.59</b>    |
| <b>KAYSVILLE CITY</b>  | <b>\$139.52</b>    |
| <b>FARMINGTON CITY</b> | <b>\$144.53</b>    |
| <b>AVERAGE RATE</b>    | <b>\$127.78</b>    |

***Discussion Goals***

Discuss FY2027 budget items above and make adjustments as considered necessary.