

BRIGHTON TOWN COUNCIL MEETING AGENDA

Tuesday, August 11th, 2026, at 6:30 pm

NOTICE is hereby given that the Brighton Town Council will meet on Tuesday, August 11th, 2026, for its regular meeting at 6:30pm, in a hybrid format. In person at Fire Station 108, 7688 S Big Cottonwood Canyon Road, and electronically via Zoom.

TO JOIN THE ZOOM MEETING

<https://us02web.zoom.us/j/88068700393>

Meeting ID: 880 6870 0393

Passcode: 119511

One tap mobile

(719)359-4580

1. CALL TO ORDER AT 6:30 PM.

2. CLOSED SESSION

- a. Discuss the purchase, exchange, or lease of real property (Possible closed meeting pursuant to Utah Code Ann. §52-4-205(1)(d))
- b. Discuss the deployment of security personnel, devices or systems (Possible closed meeting pursuant to Utah Code Ann. §52-4-205(1)(f))
- c. Discuss the character, professional competence, or physical or mental health of an individual (Possible closed meeting pursuant to Utah Code Ann. § 52-4-205(1)(a))
- d. Discuss pending or reasonably imminent litigation (Possible closed meeting pursuant to Utah Code Ann. § 52-4-205(1)(c))

3. ANNOUNCEMENTS

4. **PUBLIC INPUT** You can email your comment to townclerk@brighton.utah.gov ahead of time to be read during the public input section. You may also use the raise hand feature and wait to be called to speak at this time. All comments during the meeting shall be held until section 10.

5. **MINUTES** Approval of Town Council Minutes for July 14th, 2026. PACKET 4-21

6. UPD Detective Anna Walker

- a. Report
- b. Introduction Lieutenant Lavin and Chief Lovato

7. UFA Chief Craig Ellingson

8. SKI RESORTS

Solitude

Brighton

9. BUSINESS

- a. Consideration of an Ordinance Adopting the 2026-2027 Fiscal Year Fee Schedule for the Town of Brighton. Presented by Curtis Woodward/Brian Hartsell. For discussion and possible action. PACKET 22-45

- b. Authorize the Mayor to Purchase a Vehicle Under State Contract in the amount of \$49,268. Presented by Keith Zuspan. For discussion and possible action.
- c. Authorize the mayor to pay B. Jackson for fiber conduit installation in the amount of \$114,245.10 For discussion and possible action.
- d. Consider Approval for a Real Estate Purchase Contract for Land at 11249 E. Mountain Sun Lane for \$99,000. Presented by Heinrich Deters. For discussion and possible action.
- e. Authorize the purchase of two sheds (package pick up/ storage) for the Old Fire Station property. Presented by Jeff Bossard. For discussion and possible action.
- f. Consider Ordinance to delegate to the mayor authority to enter into heightened fire restrictions. For discussion and possible action. PACKET 46-54

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

11. REPORTS

- a. Mayor's Report
- b. Council Members' Reports
 - i. MSD Standard Financial Report: Presented by Keith Zuspan. PACKET 55-59
- c. BCCA Report

12. ADJOURN

TOWN OF BRIGHTON – RULES OF CONDUCT AT PUBLIC MEETINGS

IN PERSON:

1. Speakers will be called to the podium by the Mayor or Mayor Pro Temp.
2. Each speaker, before talking, shall give his or her name and address.
3. All comments should be directed to the Council, not to the staff or to members of the audience. There should be no back and forth dialogue between the speaker and Council. If a question arises, the Mayor/Council can request staff to answer it and report back.
4. For items where there are several people wishing to speak, the Mayor may impose a time limit, usually 3 minutes per person, or 5 minutes for a group spokesperson. If a time limit is imposed on any member or spokesperson of the public, then the same time limit is imposed on other members or spokespersons of the public, respectively.
5. Unless otherwise allowed by the Mayor, no questions shall be asked by the speaker.
6. Only one speaker is permitted before the Council at a time.
7. The discussion must be confined to essential points about the agenda item.
8. The Mayor may cease any presentation or information that has already been presented and acknowledge that it has been noted in the public record.

9. No derogatory or personal attacks shall be permitted, and such action shall be sufficient cause for stopping the speaker from proceeding.
10. No applause or public outbursts shall be permitted.
11. The Mayor or supporting agency staff may request police support to remove offending individuals who refuse to abide by these rules.
12. After the public comment portion of a meeting or hearing has concluded, the discussion will be limited to the Council and Staff.

ON ZOOM

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

BRIGHTON TOWN COUNCIL
WORK SESSION AND REGULAR MEETING MINUTES

Tuesday, July 14th, 2026, at 6:30 pm

WORK SESSION

ATTENDANCE

Council: Scotty John (Mayor and Meeting Chair)

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

Staff: Polly McLean, Nate Rockwood, Heinrich Deters, Jane Martain, Kara John

Public: Wendy and Chad Smith, Barbara Cameron

DISCUSSION AND RANKING OF COUNCIL PRIORITIES

Mayor Scotty John called the Work Session to order and outlined the purpose of the discussion. The Council's intent is to identify and prioritize key areas of focus based on the Town's General, and Strategic Plans as well as relay feedback received from residents and community members.

The goal for establishing clear priorities as a group is to determine where to focus efforts and resources. Scotty noted the General and Strategic plans provide direction; some areas may need further discussion and refinement.

Priorities: shared by the council and their constituents.

Mayor John's priorities:

- Transportation
- Wildland Urban Interface (WUI)
- Fiber Project

Carolyn Keigley:

- Land acquisition for preservation and potential future use
- Package delivery solution,
- Constituents say: corrections to RMP road pavement
- Identify updates to make in the General Plan.

Lise Brunhart, constituents are asking for

- Trash enclosures at the trash and recycle bins in Silver Fork
- Micro transit for traveling within the town.
- Fire Mitigation Crews to bid on large sections of land for defensible space

Keith Zuspan:

- Packages, options for Silver Fork given including potential purchase of 12 boxes for \$12,000 and they may fit in the current package shed, which should be for USPS packages only. UPS and FED Ex should continue delivering to residences.

- Electronic Sign replacement
- F-250 Truck replacement for Kyle with towing capabilities

Jeff Bossard:

- Wildfire Emergency Management Plan Review regarding coordination with UFA, Forest Service, and Utah Forest Fire and State Lands
- Neighborhood Nodes Trail
- Additional Installation of No Parking Signs on Guardsman Pass Road

Kara John:

- Plowing neighborhood roads
- Permitting STRs by Zones
- Dogs

Barbara Cameron:

- Vault Toilets at Cardiff
- Land for snowplow parking

In preparation of the discussion, Scotty read the entire General and Strategic Plans. He noticed the need to simplify how to act on goals. He prompted ChatGPT to create themes based on the documents. He compared the results to the plans for accuracy. All priorities identified in this session can fit into the following themes and can be passed through the decision filter of “Preserving Brighton’s Mountain Character,” as highlighted for its importance numerous times within the plans.

Themes: Mayor’s notes

1. Transportation & Visitor Experience

- Micro-transit for residents and visitors within the town boundaries (Lise)
- Neighborhood Nodes (Jeff)
- Guardroad parking in the summer (Jeff)
- Partner with UDOT to consult on how the mobility hub project should look (Scotty)
- Partner with ski areas to improve / add dedicated locker space for transit takers (Scotty)

2. Watershed, Wildfire & Environmental Stewardship

- Emergency / communication plan specific to wildfire (Jeff)
- Fuels mitigation contracting (creating economies of scale) (Lise)
- Dogs (Kara)
- Zoning for Nightly rental areas rather than “how we’ve been doing it” (Kara)
- Zoning for square footage regulations depending on neighborhood (Chad Smith);
- Eliminating Vault toilets at Cardiff (Barbara)
- Tabletop emergency management exercise (Amber Broadaway)
- Dark sky / exterior light ordinance (Bob Barr)

3. Digital Infrastructure (Fiber)

- Clarification of what to expect from Fiber project (Carolyn)
- Another digital programmable sign (Keith)

4. Community Gathering & Resident Services

- Acquisition of Land (Carolyn)
- Package Delivery (Carolyn)
- Potential compactor / fences around bins at Silver Fork (Lise)
- Upgraded mailboxes with dedicated building / shed (Keith)
- New truck – F-250 – for Kyle to be able to pull people out more easily (Keith)
- Plowing of roads (Kara)
- Land for snowplows “to live” (Barbara)

Scotty's objective for the work session was to announce ideas for the public in hopes that they'll respond with additional ideas. The council will then focus in on the things that can be done first. He recommended the council review the list and take time to consider how they would stack rank each item. At a future meeting, they can compare notes and decide how best to act upon these initiatives. Many of these actions can't be done unilaterally but require working with our stakeholders and residents.

Jeff noted some of these priorities may have challenges that are out of our control. For instance, we don't own the roads or much of the land. The council will need to prioritize what is realistic. Scotty noted there may be opportunities to work with our stakeholders to accomplish some of these things. Carolyn added, the general plan emphasizes the importance of our relationships with stakeholders, and she highlighted the resorts as one of our important partners. Scotty relayed Amber Broadway's interest in a tabletop exercise focused on the emergency plan. Jane added that our county emergency manager Bengamin Gustafson, will review our jurisdictional annex plan within the emergency plan to help identify things to add that are unique to us. He may help facilitate the tabletop, but Jane noted the resorts have their own emergency plans. It would be good to coordinate with them.

Nate Rockwood explained municipalities generally review their General Plan every 5-7 years and can use a score sheet to examine the things that have been accomplished, worked on, need to be prioritized, etc. and then make updates to the plan. Scotty noted the town's achievements to date and acknowledged the council's hard work in seeing things through.

1. PUBLIC INPUT. RECORDING 0:47:43.

- 1) Chad Smith elaborated on the uniqueness of the various community areas within the town and noted the general plan calls them Character Areas. Each area has different features and could have different regulations for things such as STRs and building size limits. To include the garage in the 5,000 square foot maximum is not essential in an

area that is mostly built out and already has a history of homes larger than this. Preserving the mountain feel means different things in different areas. Chad would like to be deliberate in defining how we become interconnected in the nodes network. He appreciated Carolyn's comments on being proactive and targeting action items. He appreciates that the General Plan is adaptable if needed.

Scotty closed the work session and allowed a five-minute break before the regular meeting.

REGULAR MEETING

Scotty John called the meeting to order at 6:32 PM.

ATTENDANCE

Council: Scotty John (Mayor and meeting chair)

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

Staff: Polly McLean, Cameron Platt, Nate Rockwood, Jane Martain, Kara John, Laura Bossard, MSD – Daniel Hoffman, Richard Stephens

Partners: UPD- Anna Walker, UFA- Craig Ellingson, Brighton Resort- Mike Doyle, Solitude Resort- Amber Broadaway, BCCA- Barbara Cameron

Public: Philip Mervis, Mark Callahan, Bob Barr, Katherine Anderson, Mark Callahan, Don, Amy Kelley, Angus, Sarah Langridge, Brian Reynolds, Jonathan Owens, Sheryl Facktor

ANNOUNCEMENTS

- a. Chipper Days: July 20-30!
Sign up by July 19th at [Chipper Days Sign Up](#)

PUBLIC INPUT. RECORDING 0:1:55.

- 1) **Ryan Anderson** randerson@slcounty.gov

Ryan Anderson, representing Salt Lake County's Regional Planning and Transportation team, announced a vacancy on the **Mountainous Planning District Planning Commission**. She explained that the Commission is seeking a resident of Brighton, Alta, or the surrounding Wasatch Canyons to serve on the Commission.

Ms. Anderson described the Commission's role in providing recommendations to the Salt Lake County Council on legislative land use matters and making decisions on certain administrative land use issues. She encouraged interested residents from a variety of backgrounds to apply and noted that applications are available through the Salt Lake County website.

Ms. Anderson highlighted several recent Commission initiatives, including review of the County's Resource Management Plan, adoption of a Forest Management Program ordinance related to vegetation removal for wildfire mitigation, and work on general plan policies addressing water use and preservation in the canyons.

In response to a question regarding eligibility, Ms. Anderson stated that applicants must be permanent residents of Brighton or Alta and registered voters. Anyone interested can find the application on the county website or contact Ryan Anderson by email.

- 2) **Bob Barr** wondered if there is a dark skies ordinance in the town. A neighboring cabin has automatic lights that are quite bright and strobe all night long.

RECORDING 0:10:58. Polly McLean confirmed the town has a dark sky ordinance, Title 19.54. Noncompliance can be pursued under Code Enforcement. Someone can report the incident to the MSD Planning Director who would give notice to the person violating to help educate them. If the issue continues, it's a civil penalty of \$50 per day.

- 1) **Chad Smith** commented on the package shed priority that was brought up in the work session. As a member of his HOA, they'd be interested in helping to facilitate a delivery shed in the Brighton Loop area, similarly to how the Silver Fork shed was imitated.

Jeff Bossard will follow up with Chad Smith because he's been working on this.

WRITTEN COMMENT

- 1) **Don Despain**

On the Brighton Town Council Meeting Agenda for July 14, 2026, a business item (8) is listed concerning a Real Estate Purchase for Land. Also, a proposed resolution to adopt a land acquisition program (NOI) is also listed.

In the discussion notes of the NOI, evaluation criteria are presented for adoption. An excerpt from the discussion reads; "Evaluation will consider factors such as community need, recreation and transportation benefits, environmental value, cost and feasibility, and overall public benefit".

The purchase contract between the Town of Brighton and Save the Lake Farm LLC. does not meet these criteria outlined in the NOI. Members of the community are aware of this property that does not have water availability, has no clear access adjacent to a public road, and has slope issues prohibited by FCOZ. This parcel is undevelopable by the owner. A purchase by the Town serves no public benefit.

The Salt Lake County Assessor has valued the parcel at \$82,000. The proposed offer to the seller is \$99,000. Prudence would suggest that the assessed value would be an adequate offer. The seller most likely does not have competing offers. In addition, this seller has made adverse demands from the Town to address these deficient obstacles to development. The seller has made nuisance claims from adjacent properties and Town jurisdiction.

The Town's offer is generous in the extreme but smacks of appeasement to a nuisance owner. Residents of the town should consider the precedence this contract would set for future land acquisition opportunities. Town Council offering the assessed valuation could be palatable to the community.

MINUTES. RECORDING 0:16:09.

Carolyn Keigley moved to approve the minutes for the Town Council Meeting on June 12th, 2026, with corrections on typos: Herriman, Jolley, the Strategic Plan was adopted in 2025, not 2024. Lise Brunhart seconded the motion. The minutes were approved unanimously.

Lise Brunhart moved to approve the minutes from the Special Meeting on June 29th, 2026. Jeff Bossard seconded the motion, and the minutes were approved unanimously.

Unified Police Department Report (UPD). RECORDING 0:18:59.

Dispatch 801-840-4000

Property checks 385-468-9920

Detective Anna Walker reported that Unified Police officers responded to **196 calls for service** within the Town of Brighton during June 2026. Significant incidents included the apprehension of two individuals with felony warrants, investigation of one incident of lewdness near Lake Mary, and one domestic violence investigation.

Traffic enforcement activity included **11 traffic accidents, 28 parking complaints**, numerous parking citations, and more than **50 traffic stops**, with enforcement focused on reckless driving and speeding violations.

Detective Walker also highlighted a significant emergency response during which a visitor suffered a medical emergency, lost consciousness, and fell into Big Cottonwood Canyon Creek. A bystander immediately entered the water to assist and called 911. Brighton officers responded, entered the creek, and, together with the bystander, rescued the individual before providing emergency medical care until Unified Fire Authority personnel arrived. Detective Walker recognized the coordinated efforts of the bystander, Unified Police officers, and Unified Fire Authority personnel, noting that their training, preparedness, and familiarity with the canyon contributed to successful emergency responses and lifesaving efforts throughout the month.

Scotty announced that Lieutenant Ackerman was recently promoted to Chief. He recognized his hard work. Chief Hoyal was promoted as well and will continue to be somewhat involved.

Unified Fire Authority, UFA

Chief Craig Ellingson reported that Unified Fire Authority has experienced a very busy month due to increased wildfire activity throughout the Salt Lake Valley and across the state. He noted that UFA resources have been deployed to assist with structural protection efforts on several wildfires.

Chief Ellingson reported that UFA's Information Outreach Bureau has also been active with community events, including Brighton Town Days and Wildflower Days. He expressed appreciation for the community's support and participation in these events.

Regarding activity within Brighton, Chief Ellingson stated that summer operations have been typical, with responses involving injured hikers and bikers, vehicle accidents, and reports of smoke in the area. He noted that smoke investigations to date have not resulted in significant incidents. Chief Ellingson thanked Brighton residents for remaining vigilant and encouraged continued awareness and wildfire preparedness as hot and dry conditions continue.

Carolyn Keigley noted two Apps to learn about current wildfires fires: Watch Duty, and FEMA.

SKI RESORTS. RECORDING 0:24:29.

Solitude Mountain Resort

Jeff Wood, Director of Building Maintenance at Solitude Mountain Resort, provided updates on behalf of Amber Broadaway, who was unable to attend. Mr. Wood also noted that he is a canyon resident.

Mr. Wood thanked everyone involved in the Fourth of July celebration and expressed appreciation for the opportunity for Solitude to participate in the community event.

Mr. Wood reported that Solitude recently partnered with Unified Fire Authority and the U.S. Forest Service to conduct wildfire preparedness training for resort employees. He stated that the training was well attended and informative. In response to current fire conditions, Solitude has implemented **Stage 2 fire restrictions throughout the resort property** for employees and guests, following the Town's approach despite not being required to do so by fire officials. Mr. Wood also reported that Solitude is working with homeowners and the community on water conservation efforts in response to dry summer conditions.

Regarding mountain improvements, Mr. Wood provided an update on the resort's ongoing snowmaking infrastructure project, including installation of additional pipeline, hydrants, and fixed snowmaking equipment. The improvements will expand snowmaking capabilities in the Easy Street, Link, and Main Street areas and are intended to support more reliable early-season operations in future years. He also noted that Solitude plans to partner with the Cottonwood Canyons Foundation to revegetate areas impacted by the construction.

Mr. Wood provided an overview of summer activities and events, including weekly music, outdoor movies, yoga, twilight mountain biking, and upcoming downhill mountain bike races. He also announced the upcoming Summer Fest event and the return of wine pairing dinners beginning in August.

Mr. Wood reminded residents of available community benefits, including the Canyon Locals breakfast discount at St. Bernard's and dining credits available to Ikon Pass holders. He concluded by expressing appreciation for the community's support and excitement for the upcoming winter season.

Brighton Resort

Mike Doyle provided updates from Brighton Resort and thanked the Town and community members for their participation in recent events, including the Fourth of July parade, Brighton Days, and the Wasatch Wildflower Festival. He also noted that the Big Cottonwood Canyon flea market was held in conjunction with Brighton Days and provided an opportunity for visitors and residents to experience the community events.

Brighton Resort will host the U.S. Women's National Disc Golf Championship Thursday through Sunday. Due to the event, normal mountain biking and scenic lift operations will be suspended on Saturday and Sunday to accommodate disc golf participants and spectators.

Mike announced upcoming summer events, including the women's epic race, campfire cookouts at Wasatch Mountain Lodge, the Majestic Scramble family obstacle course event, and the Not Oktoberfest event series beginning in August.

Mike also provided an update on upcoming infrastructure improvements by the Silver Lake Water Company. The project will include upgrades extending from the vehicle maintenance driveway across the parking lot toward the church and is expected to improve fire protection within the Brighton Circle area.

Mike expressed appreciation for the continued community support and highlighted Brighton Resort's ongoing summer activities and events.

BUSINESS

a. Consider Approval for a Real Estate Purchase Contract for Land. Presented by Heinrich Deters. For discussion and possible action. PACKET PAGES 22-30. RECORDING 0:31:40.

Heinrich Deters provided a digital presentation of a proposed real estate acquisition opportunity for Council consideration. Mr. Deters noted that the discussion aligned with topics addressed during the Work Session and with priorities identified in the Town's General Plan and Strategic Plan, particularly regarding potential land conservation efforts.

The proposed acquisition involves an approximately **2.81-acre parcel** owned by Save the Lake Farms. The Town entered a Real Estate Purchase Contract (REPC) for the property on June 30, 2026. The proposed purchase price is **\$99,000**. The purpose of the acquisition would primarily be land conservation, and the purchase opportunity provides the Council with an opportunity to advance goals identified in Town planning documents.

Mr. Deters reviewed valuation information included in the staff report, noting that the Salt Lake County assessed value of the property is approximately **\$82,600**. He explained that assessed values typically lag behind competitive market conditions and that comparable property analysis can be difficult for canyon properties due to limited available sales data and Utah's non-disclosure status.

Mr. Deters provided an update on the due diligence process. He explained that the Town is currently within the due diligence period and may terminate the contract if significant concerns arise or if satisfactory information cannot be obtained. He reported that the title company identified discrepancies involving recent warranty deeds and ownership documentation associated with the property. While the issues appear resolvable, additional documentation and corrective actions will be required to establish clear title prior to closing.

Due to the title concerns, options for Council consideration:

1. Terminate the purchase contract; or
2. Approve the purchase contract while amending the agreement to extend the due diligence period, allowing additional time for the title company, seller, and Town representatives to resolve title requirements before closing.
3. Move forward with due diligence but make the purchase decision later.

Council discussed the status of the earnest money deposit and whether termination during the due diligence period would result in a loss of funds. Mr. Deters explained that the Town's \$500 earnest money deposit would be refundable if the contract were terminated within the due diligence period. He further explained the title resolution process, noting that the title company must verify clear ownership and legal descriptions before issuing title insurance. Outstanding requirements may include recording additional deeds, resolving discrepancies in legal descriptions, and ensuring the seller's corporate status is active and in good standing with the State of Utah.

Jeff has heard from residents who think the council shouldn't move forward with the purchase. The public comment from Don Despain was reread to revisit his concern.

In the discussion notes of the NOI, evaluation criteria are presented for adoption. An excerpt from the discussion reads; "Evaluation will consider factors such as community need, recreation and transportation benefits, environmental value, cost and feasibility, and overall public benefit".

The purchase contract between the Town of Brighton and Save the Lake Farm LLC. does not meet these criteria outlined in the NOI. Members of the community are aware of this property that does not have water availability, has no clear access adjacent to a public road, and has slope issues prohibited by FCOZ. This parcel is undevelopable by the owner. A purchase by the Town serves no public benefit.

The Salt Lake County Assessor has valued the parcel at \$82,000. The proposed offer to the seller is \$99,000. Prudence would suggest that the assessed value would be an adequate offer. The seller most likely does not have competing offers. In addition, this seller has made adverse demands from the Town to address these deficient obstacles to development. The seller has made nuisance claims from adjacent properties and Town jurisdiction.

The Town's offer is generous in the extreme but smacks of appeasement to a nuisance owner.

Residents of the town should consider the precedence this contract would set for future land acquisition opportunities. Town Council offering the assessed valuation could be palatable to the community.

Scotty considered some of the comment may be based on assumptions. Scotty recounted a 12.5-acre parcel that recently sold for \$1.1M, which equates to \$88,000 per acre. It was also an unbuildable parcel in a recreation zone with no water. In hindsight, the town may have preferred to purchase this land when there was an opportunity. This could be a similar situation. The town has an opportunity to purchase the parcel at \$45,000 per acre and put a conservation easement in. It's not a buildable parcel today, but the concern is if another buyer has deep enough pockets to arrange a variance or easement.

Lise Brunhart commented that the land meets our environmental requirements because it's watershed and can function as watershed and preserved open space. This is valuable to SLC Public Utilities and could be a parcel they would consider in the future as a land exchange.

Jeff Bossard addressed the concern of setting a precedent. It could appear like the purchase is a kind of appeasement based on the person attached to the land.

Additionally, despite the value the state has assigned to the property, he doesn't think anyone would be willing to pay that much for it. Jeff prefers to walk away from it.

Keith Zuspan discussed the council's intent in looking at property over the last year has been for land preservation. Land is a finite resource. The value is what someone will pay, and he referenced the property listed for \$1.3M with a 600 square foot structure. SLC Public Utilities was looking at the parcel the town is considering because they were interested in purchasing it for watershed preservation, however, they couldn't agree to the seller's covenants. The council has historically discussed the importance of protecting wildlife corridors, which is another reason to make the purchase as well as overall preservation. Scotty agreed and added that it preserves Brighton's Mountain character. It doesn't set a precedent unless we buy everything that comes our way.

Carolyn agreed with protecting the water shedding off the scree-field and animal migration. Jeff anticipates it will be watershed no matter who owns it. There was disagreement whether anyone would be able to build on that property or whether the current owner would be able to carry out the plans they've considered.

Lise Brunhart moved to extend the due diligence period to August 13th for the purpose of clearing the title. Keith Zuspan seconded the motion, which passed unanimously. The council understood that if the due diligence requirements are met, they may determine whether to move forward with the contract at the next council meeting.

Lise Brunhart: Aye

Keith Zuspan: Aye
Scotty John: Aye
Jeff Bossard: Aye
Carolyn Keigley: Aye

**b. Consideration of a Resolution Adopting the Town of Brighton Land Acquisition Notice of Interest (NOI) Program and Authorizing its Implementation. Presented by Heinrich Deters. For discussion and possible action. PACKET PAGES 31-39.
RECORDING 1:03:06.**

Heinrich Deters presented a proposed **Land Acquisition Notice of Interest (NOI) Program** for Council consideration. Mr. Deters explained that the program would provide the Town with a voluntary process for private landowners to notify the Town of potential interest in selling property that may support Town goals. The NOI Program as a tool to help the Town identify potential properties for a variety of purposes, including land conservation, community infrastructure, recreation, public safety improvements, and other future Town needs. He noted that the program would allow interested property owners to submit information to the Town rather than requiring the Town to actively search for available parcels.

The proposed program would include a webpage, outreach to stakeholders and members of the real estate community, and a submission form for interested landowners. Submitted notices would be reviewed by Town staff and presented to the Town Council for consideration.

Mr. Deters emphasized that submitting a Notice of Interest would not obligate either the property owner or the Town to complete a transaction. Rather, the program would provide a consistent process for gathering information, evaluating opportunities, and allowing the Council to consider potential acquisitions on a case-by-case basis.

Potential evaluation criteria include:

- preservation of open space and viewsheds
- land conservation
- forest health and wildfire mitigation within the wildland-urban interface
- community infrastructure and utilities
- recreation and transportation needs; and
- public safety investments.

Land acquisition may provide opportunities for the Town to conduct wildfire mitigation or other management activities on Town-owned property while reducing potential liability associated with work on privately owned land. If a property were acquired through this process, it would become part of the Town's property inventory and would require consideration of long-term responsibilities, including insurance, maintenance, environmental stewardship, watershed considerations, wildlife impacts, and other management needs.

Scotty noted this item is different but related to the previous agenda item. The program would allow the Town to evaluate opportunities as they arise while maintaining discretion to approve or decline individual acquisitions. Ideally, opportunities will arise more often since landowners will know to initiate an offer.

Heinrich noted that appraisals are generally required for acquisitions with an estimated value greater than \$100,000 and that valuing open space properties can present unique challenges. He stated that the Town would continue to evaluate acquisition opportunities carefully while considering input from residents and community members. Valuation includes quantitative, qualitative, and subjective aspects.

Jeff Bossard moved to approve Resolution 2026-R-7-1, adopting the Town of Brighton Land Acquisition Notice of Interest Program and authorizing its implementation. Carolyn seconded the motion, and the motion passed unanimously.

Jeff Bossard: Aye

Carolyn Keigley: Aye

Scotty John: Aye

Lise Brunhart: Aye

Keith Zuspan: Aye

**c. Update on Brighton Trails Grant. Presented by Heinrich Deters. Informational.
RECORDING 1:14:04.**

Heinrich explained the town applied for the Utah Outdoor Recreation Grant for planning assistance with the Neighborhood Nodes and Brighton Trail project. We did not get the funding, but Heinrich would like to continue to pursue the project in regular public council meetings rather than through events provided through the grant such as open house meetings designated specifically for the project.

d. Authorize the Mayor to Reimburse the Mill D HOA for Conduit and Installation Costs Associated with the Fiber Internet Infrastructure in the amount of \$39,837.98. For discussion and possible action. RECORDING 1:16:58.

Scotty John explained that Mill D was proactive in getting their fiber conduit underground by coordinating directly with Rocky Mountain Power and covering the payment through the HOA. Keith Zuspan asked if the scope fits with the overall infrastructure design plan since the project scope wasn't included. Mayor John expects the conduit placement fits with the overall design plan because any Mill D homeowner interested in connecting to their cabin will have the ability to do so. A town infrastructure plan has not been finalized so there isn't anything to match the work to. Ralph Becker has the documentation of the work that was done, and it will be relayed to the contractors when one is selected for the town wide project.

Keith Zuspan moved to Authorize the Mayor to Reimburse the Mill D HOA for Conduit and Installation Costs Associated with the Fiber Internet Infrastructure in the amount of \$39,837.98
Lise Brunhart seconded the motion and it passed unanimously.

Keith Zuspan: Aye
Lise Brunhart: Aye
Scotty John: Aye
Jeff Bossard: Aye
Carolyn Keigley: Aye

e. Consider amending language in Ordinance 2026-O-7-1, Stage 2 Fire Restrictions to fix typos. For discussion and possible action. PACKET PAGES 40-41. RECORDING 1:20:52.

Polly McLean explained that the error was corrected, and two words were added in bold to illustrate the original intent of what is allowed under the ordinance that was adopted last month.

Jeff Bossard moved to approve Ordinance 2026-O-7-1, adopting the fire restrictions matching the State of Utah Stage 2 fire restrictions within the town of Brighton. Lise Brunhart seconded the motion, and it passed unanimously.

Jeff Bossard: Aye
Lise Brunhart: Aye
Scotty John: Aye
Carolyn Keigley: Aye
Keith Zuspan: Aye

f. Consideration of a Resolution for the 2026 Emergency Interim Succession for Brighton. Presented by Polly McLean. For discussion and possible action. RECORDING 1:22:55.

Polly McLean and Jane Martain were able to determine that we've already given the state notice of our succession. They will coordinate with the new Emergency Manager with the MSD, Benjamin Gustafson, to determine if any additional action needs to be taken at the August meeting. They will also coordinate a tabletop discussion with him to help us become more familiar and get questions answered regarding specific scenarios.

g. Consideration of a Resolution Designating the Town Administrator as the Chief Administrative Officer for Purposes of the Government Records Access and Management Act. Presented by Polly McLean. For discussion and possible action. PACKET PAGE 42. RECORDING 1:31:34.

Polly McLean explained that Nate Rockwood is the Town Administrator, and this would designate him as the Chief Administrative Officer and appeal authority for GRAMA requests. It

was previously assigned to the mayor. It is a usual role for the Town Administrator, and it removes any impropriety between the Town Clerk and Mayor.

Jeff Bossard moved to adopt Resolution 2026-R-7-2, a resolution Designating the Town Administrator as the Chief Administrative Officer for Purposes of the Government Records Access and Management Act. Lise Brunhart seconded the motion which passed unanimously.

Jeff Bossard: Aye

Lise Brunhart: Aye

Scotty John: Aye

Keith Zuspan: Aye

Carolyn Keigley: Aye

PUBLIC INPUT

None

REPORTS

Mayor's Report

Mayor Scotty John recognized Representative John Arthur of the Utah State Legislature, who was in attendance, and expressed appreciation for his service and continued engagement with the Town.

Mayor John thanked the individuals who helped organize the Fourth of July parade and celebration, noting the success of the event and the strong community participation. He specifically recognized the contributions of Barbara Cameron and Laura Bossard, among others, for their efforts in making the celebration successful.

Scotty reported that he had spent significant time reviewing the Town's General Plan and preparing for the Council Work Session discussion on priorities. He thanked Council members for their preparation and participation and stated that the discussion was a positive step toward identifying future areas of focus for the Town.

He expressed appreciation for the community, recent events, and the ongoing work of the Council.

Council Members' Reports

Keith Zuspan reported in June, we received April revenue. The resort community tax revenue totaled **\$51,155**, municipal transient room tax revenue totaled **\$4,709**, and the State remittance totaled **\$55,064**. He noted that revenues were lower compared to prior years due primarily to the early closure of the ski resorts. Compared to Fiscal Year 2024, revenues were down approximately **18.6%**, and compared to Fiscal Year 2025, revenues were down approximately **14.8%**. The decrease is not expected to represent a long-term trend. Revenue performance will continue to be monitored.

The Town's PTF account currently has approximately **\$8.2 million in savings**. He noted that funds were recently moved to cover reimbursements, including approximately **\$60,000 for the Forest Ranger**

Brighton Town Council Minutes

July 14th, 2026

Page 14

payment and approximately \$40,000 for reimbursement to the Mill D HOA related to fiber infrastructure installation.

Regarding potential grant opportunities for the Town's fiber project. He stated that he has been working with Leah Kingsley, MSD Grant Manager, to identify applicable grant programs that may help offset project costs. Additional grant opportunities are anticipated in September, with continued monitoring of larger BEAD grant funding opportunities expected later in the year.

The MSD recently conducted interviews for the Strategic and Economic Development position. The applicant pool has been narrowed to two finalists, with final presentations and selection expected at the next MSD meeting. He noted that the position has expanded to include broader strategic planning and economic development responsibilities intended to support municipalities throughout the MSD service area.

Keith also provided an update regarding Salt Lake County's action authorizing the mayor to terminate the interlocal agreement with MSD. He explained that the authorization would not become effective until **July 1, 2027**, allowing approximately one year for transition planning. The termination is not expected to significantly impact Brighton, as many services currently provided through MSD would continue through contractual arrangements. He noted that Animal Services would also be addressed separately through existing contractual arrangements.

MSD Financial Presentation, Daniel Hoffman presented the MSD financial report based on May 2026 financials, noting that June financials were not yet finalized due to staff transition responsibilities related to year-end closing. MSD remains financially stable, with approximately **\$30,000 in direct cash assets** and a **fund net position of approximately \$238,000**. He emphasized the importance of maintaining positive cash flow and a positive fund position. Mr. Hoffman reviewed revenue information and reported that, as of the end of May, MSD had collected approximately **\$1.7 million in revenue**. He explained that additional sales tax revenue remained outstanding due to the normal collection delay between businesses, the State Tax Commission, and municipalities. Mr. Hoffman reminded residents that Brighton operates on a fiscal year beginning July 1 and ending June 30, and that the financial report represented the status of the prior fiscal year before all revenues had been received and year-end processes completed. MSD's revenues exceeded expenses by approximately **\$8,000**, resulting in a positive change in net position. He noted that while some organizations may intentionally spend more than revenue collected for planned projects, maintaining positive cash and fund balances remains an important financial indicator.

Council Member Zuspan thanked Mr. Hoffman and Nate Rockwood, noting that the Town's financial planning and forecasting efforts continue to align closely with actual financial performance. Keith is also working to secure a new truck for Kyle through the State's fleet management.

Lise Brunhart thanked the many volunteers who contributed to the Town's Fourth of July celebration, including Barbara Cameron, Laura Bossard, Jane, Kara, and the Boy Scouts, noting that their efforts contributed to the success of the community event.

Council Member Brunhart reported on recent meetings of the Wasatch Front Waste and Recycling District (WFWRD). She noted that the district has implemented postcard billing and the new Point & Pay payment system. She explained that customers must re-enter their banking information due to system

limitations and reported that the new payment system is expected to reduce administrative costs by approximately **\$140,000**.

Lise also reported that she has been working with WFWRD to address refuse collection needs at Silver Fork Lodge, including repair of an existing refuse bin and improvements to the enclosure. She noted that discussions are continuing regarding long-term solutions for refuse collection in the Silver Fork area, including the possibility of providing electrical service for a future trash compactor to improve waste management and reduce windblown debris.

Lise reported on an Association of Municipal Councils (AMC) meeting focused on water conservation. She shared information presented by Salt Lake County Sustainability Coordinator Emily Paskett, including that the Great Salt Lake receives approximately **1.6 million acre-feet** of annual inflow, has a healthy elevation of approximately **4,198 feet**, and is currently down by 7 feet at approximately **4,191 feet**, indicating continued concern regarding lake levels.

Lise reported on a Watershed Restoration Initiative meeting held at Fire Station 108 with District Ranger Adam Shaw and other U.S. Forest Service representatives. She stated that the Forest Service is planning a multi-year forest health project involving slash pile burning and vegetation management to reduce wildfire risk. Initial work is anticipated to begin in the Mill Creek area near Dog Lake and Desolation before progressing into Mineral Fork as funding becomes available. She noted that the Forest Service intends to communicate project schedules and activities with the public.

Council Member Brunhart shared additional discussions with residents regarding transportation and wildfire mitigation, including concepts for expanded ski shuttle service to reduce canyon traffic and exploration of neighborhood-scale fuels mitigation projects. She also noted that ideas were discussed regarding potential future short-term rental policy considerations for properties located along SR-190.

Jeff Bossard reported on the recent Mosquito Abatement District meeting. West Nile virus activity has appeared earlier than normal this year. While relatively few cases have been reported to date, he encouraged residents to remain vigilant and use insect repellent as a precaution. He also observed that mosquito activity in Brighton has been relatively light this season.

Jeff expressed appreciation to the many volunteers who helped organize the Fourth of July celebration, Brighton Days, and the Wasatch Wildflower Festival, recognizing the success of each community event.

Jeff provided an update about ongoing discussions regarding package delivery and mailbox facilities in Brighton and Silver Fork. Following discussions with the local U.S. Postal Service representative, he explained that the proposed approach is to establish dedicated facilities for U.S. Postal Service mail, with separate structures available for other package delivery services if pursued by the Town. The old fire station property may provide adequate space for a Brighton facility, while identifying an appropriate location in Silver Fork may require additional evaluation.

Carolyn Keigley shared information related to parking enforcement, noting that Bonanza Flat assesses a \$200 fine for parking violations and that the community employs multiple personnel to administer parking enforcement. She offered the information as a point of comparison during the Town's ongoing discussions regarding parking management.

Carolyn will meet with representatives from UPD and the Revel Big Cottonwood Marathon to discuss matters related to the annual marathon event.

Carolyn reflected on the Town's General Plan, noting that many of the goals identified in the plan are already being advanced through the efforts of community organizations and volunteers. She expressed appreciation for the work of the Brighton Institute (BI), the Brighton Community Association (BCCA), Town staff, and community volunteers whose efforts support events such as the Fourth of July celebration and Brighton Days.

Regarding recent actions involving Salt Lake County and regional special service districts, including MSD and Unified Fire Service Area (UFSA). She noted that the County has adopted resolutions related to its participation in those districts and stated that discussions regarding those actions are ongoing.

BCCA Report

Barbara Cameron reported on the success of the Town's recent community events, including the Fourth of July celebration, Brighton Days, and the Wasatch Wildflower Festival. She expressed appreciation to the many volunteers and organizations that contributed to the events, including Laura Bossard for coordinating the parade, Ed Twohill, Detective Anna Walker, Chief Craig Ellingson, Callie Peters, Kim Doyle and her team, Brighton Resort, Solitude Mountain Resort, and numerous community volunteers whose efforts helped make the celebrations successful. Approximately 1,100 attendees participated in Brighton Days at Brighton Resort and approximately 800 attendees attended the Wildflower Festival activities at Solitude. She noted that favorable weather, vibrant wildflower displays, live music, and strong community participation contributed to the success of the events.

Barbara thanked the Council, volunteers, community organizations, and residents for their continued support. She noted that the BCCA did not hold a formal meeting during the month due to the many community events and activities.

ADJOURN

Lise Brunhart moved to adjourn the meeting Keith Zuspan seconded the motion. The meeting was adjourned at 8:33PM

Submitted by Kara John, Town Clerk

Draft



Ordinance Amendment

Meeting Body:

Town Council

Meeting Date: August 11, 2026

File Number & Project Type:

OAM2026-001636

Adoption of the 2026-2027 fee schedule

Planner: Curtis Woodward

Key Findings:

- Per Utah Code, planning commission is required as part of the land use fee schedule adoption process.

Staff Recommendation:

Recommendation of approval

Exhibits:

- A. Explanation Memo
- B. Proposed Fee Schedule

PROJECT DESCRIPTION

Each year, the Council adopts a fee schedule for all fees collected by the MSD in behalf of Brighton, including land use, business license, building permit, code enforcement, and engineering fees. Per Utah Code, fees specific to land use applications must be considered by the planning commission for recommendation prior to the Council taking action to adopt the fee schedule, which meeting took place July 15, 2026. The adoption of the fee schedule is based on the fiscal budget year (July 1 – June 30).

PUBLIC INPUT

Planning Staff has not received any comments from the public as of the completion of this staff report.

ANALYSIS AND RECOMMENDATION

Proposed changes to the fee schedule are outlined in the attached memorandum from Brian Hartsell (see exhibit A). During the planning commission hearing, a question was raised as to what constitutes an “appliance” under the category of Electrical, Plumbing, and Mechanical (EMP) permit types. Under the International Mechanical Code, an appliance is a “device or apparatus that is manufactured and designed to utilize energy and for which (the mechanical code) provides specific requirements.” The specific requirements spoken of are appliances within the “heating, ventilating and air conditioning systems” of buildings. Under the international plumbing code, a plumbing appliance is defined as: “Water or drain-connected devices intended to...have their operation or control dependent on one or more energized components, such as motors, controls or heating elements.” Appliances would therefore include furnaces, boilers, water heaters, and air conditioning units.

At the conclusion of the public hearing held July 15, 2026, the Brighton planning commission voted to recommend approval of the fee schedule.



STAFF REPORT

Date: June 24, 2026

From: Brian Hartsell, Associate General Manager, MSD

RE: Fee Schedule Update

Issue Summary

The MSD administers the County, City and Town fee schedules of its member communities. The fee schedule is reviewed and updated regularly, sometimes annually, then approved by the Council. Often these updates are a result of new legislation that impacts how fees are charged or administered. The core of the fee schedule is common to all entities within the boundaries of the Municipal Services District with customization as desired and approved by each jurisdiction. The commonality where applicable facilitates efficient administration of the schedule.

Last year, after careful review of the land use regulation definition (as provided in 10-9a-103(34)(a)) and upon guidance by the SLCo District Attorney's Office our land use legal team at Smith Hartvigsen, certain fees (such as building permit fees) found in the County, City and Town fee schedules should be considered part of the "land use regulation definition." Therefore, beginning last year fees related to land use were considered by your Planning Commission as provided in 10-9a-302(1)(b) and, after a public hearing at the Planning Commission meeting, a recommendation was brought to City/Town/County council.

Fee Schedule Updates

A few key changes you may have noted in the redline schedule include:

- Updated valuation table used to calculate building permits as provided by the International Code Council (ICC). This is a regular and predictable update to the schedule.
- A change of the re-inspection fee from \$50 to \$100, and the overtime/after-hours inspection fee from \$120 to \$150. These adjustments reflect average actual time, fuel and vehicle costs and to encourage readiness at the initial inspection so that a reinspection or untimely inspection is not even needed.
- Adding "or violating a stop work order" to "building or grading without a permit" as a reason for a fee to be assessed. Also, updating the base fee as requested and clarifying that the 200% reference was to be a double fee, so reworded that section to avoid it being inadvertently



viewed as a triple fee. A very small base fee may not be seen as a deterrent in some cases. Fees are not intended as a revenue generator, but to encourage compliance.

- Clarification that plan check fees apply to up to four reviews prior to building permit issuance. This helps ensure a single fee is being applied to scenarios where updates to plans are not being made and plan checks are occurring at high volume without a fee increase.
- Clarification that plan check fees “small projects” includes residential solar plan checks.
- Change Simple Conditional Use Permit to “Simple Land Use Permit” since many of these uses are now permitted uses rather than conditional uses due to code or state statute updates.
- Removal of Stormwater Pollution Prevention Plans (SWPPP) oversight inspections fee due to legislative and stormwater permit changes.
- Adding parking violation fee updates where applicable
- Clarification of individual vs non-individual special event violations. Reducing individual fee amount to \$1,000 consistent with UCA 10-3-703 and Title 76-3-301(1)(d).
- Update of engineering fees to include excavation permit fee amounts per Title 14 instead of having the fees buried in the code. Also, eliminating some of the calculations based on a percentage of construction costs and changing to set fees to make fees more modest and consistent with other jurisdictions.

Recommendation

Approve the updated Fee Schedule with an effective date of Jul 1, 2026 at the earliest or the date of the meeting approved in if later. The approval should also authorize the ability for MSD Staff to make non-substantive changes to facilitate formatting, grammar and other changes to support publishing the schedule.

BRIGHTON TOWN COUNCIL

ORDINANCE NO. _____

DATE: August 11, 2026

**AN ORDINANCE ADOPTING THE 2026-2027 FISCAL YEAR
FEE SCHEDULE FOR THE TOWN OF BRIGHTON**

RECITALS

WHEREAS, the Town of Brighton (“**Brighton**”) is a municipality and political subdivision of the state of Utah; and

WHEREAS, the Brighton Town Council (“**Council**”) desires to adopt a new fee schedule for the 2026-2027 fiscal year pursuant to Section 3.42.070 of the Brighton Municipal Code, which provides that “Fees shall be finally determined, approved and adopted by the Town of Brighton council”; and

WHEREAS, Brighton contracts with the Greater Salt Lake Municipal Services District (“**MSD**”) to provide its administrative, planning and development, business licensing, and code enforcement services (the “**Services**”); and

WHEREAS, the MSD Board of Trustees approved the attached fee schedule to cover the Services the MSD will provide to Brighton during the 2026-2027 fiscal year; and

WHEREAS, the Brighton Planning Commission held a duly noticed public hearing on July 15, 2026, to take public comment on those fees within the proposed 2026-2027 fee schedule that govern the development of land pursuant to Utah Code §§ 10-20-102(43) and 10-20-502; and

WHEREAS, the Brighton Planning Commission recommended that the Council adopt the fees within the proposed 2026-2027 fee schedule that govern the development of land; and

WHEREAS, the Council desires to adopt the attached fee schedule for the 2026-2027 fiscal year.

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

1. Adoption. The attached fee schedule is adopted as the Brighton fee schedule for the 2026-2027 fiscal year.
2. Filing. Brighton’s staff are authorized and directed to file this ordinance and the attached fee schedule with the Brighton Town Clerk.
3. Direction to Mayor and Staff. The Mayor and staff are authorized and directed to take such steps as may be needed: (a) for this ordinance to become effective under Utah law; and

(b) to finalize and post the “Fee Schedule” book in MuniCode, including but not limited to making non-substantive edits to correct any scrivener’s, formatting, and numbering errors.

4. Effective Date. This ordinance shall take effect as soon as it is posted pursuant to Utah Code § 10-3-711, deposited, and recorded in the office of the Clerk for the Town of Brighton.

ADOPTED AND APPROVED at a duly called meeting of the Brighton Town Council on this 11th day of August 2026.

TOWN OF BRIGHTON

By: _____
Scotty John, Mayor

ATTEST

Kara John, Town Clerk

Council Vote as Recorded:

Council Member Bossard	voting ____
Council Member Brunhart	voting ____
Council Member John	voting ____
Council Member Keighley	voting ____
Council Member Zuspan	voting ____

(Complete as Applicable)

Date ordinance summary was posted to the Town of Brighton’ website, the Utah Public Notice website, and in a public place within the Town of Brighton per Utah Code §10-3-711: _____

Effective date of ordinance: _____

**SUMMARY OF
TOWN OF BRIGHTON ORDINANCE NO. _____**

On August 11, 2026, the Brighton Town Council enacted Ordinance No. _____ to adopt the Town of Brighton's fee schedule for the 2026-2027 fiscal year, which will take effect immediately upon its posting pursuant to Utah Code § 10-3-711.

TOWN OF BRIGHTON

By: _____
Scotty John, Mayor

ATTEST

Kara John, Town Clerk

Council Vote as Recorded:

Council Member Bossard	voting ____
Council Member Brunhart	voting ____
Council Member John	voting ____
Council Member Keighley	voting ____
Council Member Zuspan	voting ____

A complete copy of Ordinance No. _____ is available in the office of the Brighton Clerk, 860 Levoy Dr., Suite 300, Taylorsville, Utah, 84123.



Fee Schedule for the Town of Brighton

Repealed and replaced, effective

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The Town of Brighton contracts with the Greater Salt Lake Municipal Services District ("MSD") to provide planning and zoning, building permit, business license, and code enforcement services. The MSD provides these services on behalf of and under the direction of the Town of Brighton.

NOTE: Fees and Fines will be applied as approved and set forth in this schedule. The Director of Engineering, Chief Building Official or Director of Planning and Development may on occasion adjust fees/fines in unique circumstances up to \$1,500 per application. The MSD's General Manager may do the same up to \$5,000. These adjustments must be documented and reported on if requested. Adjustments over \$5,000 require approval of the governing body of the jurisdiction to which the application pertains.

Address Fees

Fee Type	Description	Amount
Assignment of Address	Provide address information on recorded subdivision plat and/or individual parcel/building addresses. Ensure assignments meet addressing standards and are suitable for mail delivery, public safety, utility services and general delivery of services.	\$100.00 base fee plus \$40.00 per lot ^a ; for multi-family units, \$40.00 for the first 8 units in addition to base fee and \$5 per unit for each unit over 8 units
Street Name Change	Confirm that petition includes the required signatures. Document street name change and address change for each property along street by filing an affidavit with the Salt Lake County Recorder's Office. Notify the property owner, Public Safety dispatch and the Salt Lake County Treasurer of the address/street name change.	\$250.00 base fee plus \$50.00 per lot

^a The per lot fee does not apply to Accessory Dwelling Units (ADU).

Business License Fees

General Business Licenses

Fee Type	Description	Amount
General Business License – Commercial Business	For commercial business locations. Includes inspections and verification of zoning compliance.	\$150.00
General Business License – Home-Based Business (simple)	For home-based businesses <u>without</u> on-site visitors and customers.	No Fee
General Business License – Home-Based Business	For home-based businesses with on-site visitors and customers. Includes inspections and verification of zoning compliance.	\$150.00
Per-employee Fee	Includes verification of EIN documentation.	\$6.00
Temporary and Seasonal Business License	For business operations of up to 180 days per year. Includes inspections and verification of zoning compliance.	\$120.00
Solicitor ID	Includes photograph of applicant and issuance of ID card.	\$65.00
Accessory Dwelling Unit (ADU) License		\$50.00
Business License Renewals	All license renewals including Short Term Rentals	\$150.00
Business License Appeal		\$1,000.00

Notes regarding business license fees:

1. Withdrawn applications are subject to a charge of 25% of the fee amount.
2. Licenses must be renewed prior to the expiration date.
 - o Licenses renewed within 30 days of expiring will not be charged a penalty.
 - o Licenses renewed 31-60 days of expiring will be charged a penalty of 25% of the general license fee.
 - o Licenses renewed more than 60 days of expiring will be charged a penalty of 100% of the general license fee
3. For appeals, if the appeal is found in favor of the appellant then the fee shall be refunded less a \$100.00 administration fee.

Short-term and Long Term Rental Licenses

Fee Type	Description	Amount
Short-term Rental License	For rentals less than 30 consecutive days (includes land use review)	\$325.00
Long term Rental License	For rentals 30 consecutive days or more	\$25.00
Umbrella Short-term Rental License Fee – main license	Primary license for short-term rental management companies with multiple rental units/locations.	\$500.00
Umbrella Short-term Rental License Fee – per unit	Includes inspections and verification of zoning compliance.	\$50.00

Alcohol-Related Licenses

Fee Type	Description	Amount
Off-Premise Beer Retailer		\$250.00
Recreational On-Premise Beer Retailer		\$350.00
Restaurant Liquor		\$500.00
Limited Restaurant Liquor		\$500.00
Beer-Only Restaurant		\$350.00
On-Premise Beer Tavern		\$350.00
Resort		\$500.00
Club Liquor		\$600.00
Banquet & Catering		\$500.00
Single Event		\$150.00
Wholesale Beer		\$300.00
Manufacturing		\$350.00

Alcohol-related business license applications are referred to local communities for consent and approval.

Sexually-oriented Business Licenses

Fee Type	Description	Amount
Sexually Oriented Business - Outcall Services	Includes inspections and verification of zoning compliance.	\$500.00
Sexually Oriented Business - excluding Outcall Services	Includes inspections and verification of zoning compliance.	\$300.00

Building Permit Fees

Building permits include necessary inspections. If additional inspections are required, applicants will be charged the reinspection fee for each additional visit. Most building permits will require a plan check fee in addition to the building permit fee. Plan check fees are listed separately.

Building permits and mechanical, plumbing & electrical permits will be charged a state surcharge equal to 1% of the permit fee.

Fee Type	Description	Amount
Building Permit – Minimum Fee		\$70.00
Building Permit - new construction	See below for valuation schedules	Varies ^a
Building Permit - addition or remodel	See below for valuation schedules	Varies ^a
Mobile Home Setup Permit		\$200.00
Mechanical, Plumbing & Electrical Permit	Includes on-site inspection of one system. Additional appliances and fixtures after the first will be charged the per-unit fee listed below.	\$70.00
Fee per additional appliance or fixture	Applies to each additional appliance, fixture, etc. inspected by inspector already on site.	\$20.00
Grading Permit		Varies ^b
Retaining Wall Permit		Varies ^c
Demolition Permit		Varies ^d
Window & Door Replacement – residential	Applies when no other work is being done.	\$70.00
Window & Door Replacement – commercial	Applies when no other work is being done.	Varies ^d
Reroofing Permit Fees		
Reroofing – residential roof with sheathing	Includes inspection of sheathing or decking.	\$125.00
Reroofing – residential roof without sheathing	Shingles only; no decking or sheathing.	\$75.00
Reroofing – small commercial	Commercial roof project under \$10,000 valuation.	\$150.00
Reroofing – medium commercial	Commercial roof project between \$10,000 and \$49,999 valuation.	\$175.00
Reroofing – large commercial	Commercial roof project \$50,000 valuation or higher.	\$250.00
Solar Power System Permit Fees		
Residential/Small Commercial Solar Permit – base fee	Applies to residential and commercial installations up to 20 kW. Does not include fees for required plan check.	\$100.00
Residential/Small Commercial Solar Permit – fee per kW	Additional fee based on size of installation. Does not include fees for required plan check.	\$30.00 per kW
Commercial Solar over 20 kW	Applies to larger commercial installations over 20 kW.	Varies ^e
Battery Storage System	Assumes that inspector is already on site for inspection of installation.	\$2.00 per battery
Additional Inspection Fees		
Reinspection		\$100.00
Pre-inspection	Inspections after a fire or disaster to determine extent of damage and permits needed for repairs.	\$70.00
Multi-unit Inspection		\$100.00
Overtime/After-hours Inspection		\$150.00 (Per hour)
Administrative Fees		
Cancellation of building permit	Applies when permit is cancelled before work commences.	25% of permit fee (\$200 maximum)
Reinstatement Fee – general	Applies when permit has been expired for more than 30 business days.	50% of permit fee

Reinstatement Fee – final inspection	Applies when only final inspection is required, and permit has been expired for more than 30 business days.	50% of permit fee (\$200 maximum)
Building or grading without a permit, or violating a stop work order	Base fee equal to \$250 for first offense, \$500 for second offense in 12 months, and \$1,000 for third offense in 12 months or 100% of the building permit fee, whichever is greater; plus daily fees commencing 15 business days after notice of violation has been issued if issue not resolved or permit has not been obtained.	Base fee plus \$50 max per day

- ^a Permit fees for new construction, additions and remodels are based on calculated square footage and the current ICC valuation tables (see below). When square footage determinations not practical or possible, permit fees will be based on applicant's declared valuation as reasonably determined by Director or Designee.
- ^b Permit fees for grading are based on the number of cubic yards of earth cut or filled. Base fee is \$243 for cut fill operations under 1400 cubic yards
- ^c Permit fees for retaining walls are based on the size of the project in lineal feet.
- ^d Permit fees for demolition and window/door replacement are based on declared valuation.
- ^e Permit fees for large solar installations are based on applicant's declared valuation as reasonably determined by Director or designee.

Construction Valuation Tables

The valuations below are used to determine construction valuations for building permit fee calculations. The valuations will be updated automatically as new standards are published by ICC, which is usually twice per year.

Square Foot Construction Costs U.S.C.

Group (2024 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	357.33	344.89	333.86	321.01	300.49	281.98	310.03	280.47	268.61
A-1 Assembly, theaters, without stage	328.57	316.12	305.20	292.25	271.49	262.97	281.27	251.46	240.61
A-2 Assembly, nightclubs	277.44	263.30	260.84	250.89	234.99	228.61	242.28	213.69	205.58
A-2 Assembly, restaurants, bars, banquet halls	276.44	268.30	268.84	249.89	232.99	227.61	241.28	211.69	204.58
A-3 Assembly, churches	331.74	319.29	308.36	295.42	275.14	266.62	284.43	255.12	244.26
A-3 Assembly, general, community halls, libraries, museums	276.12	263.67	251.75	239.80	218.28	210.76	228.82	198.26	188.40
A-4 Assembly, arenas	327.57	315.12	303.20	291.25	269.49	261.97	280.27	249.46	239.61
B Business	309.01	297.89	287.04	274.77	250.17	241.34	264.17	223.59	213.27
E Educational	296.02	285.47	275.84	264.24	245.34	232.84	255.16	214.74	207.79
F-1 Factory and industrial, moderate hazard	189.11	180.85	150.84	145.13	129.25	122.96	138.37	107.18	99.77
F-2 Factory and industrial, low hazard	188.11	159.85	150.84	144.13	129.25	121.96	137.37	107.18	98.77
H-1 High Hazard, explosives	157.75	149.59	140.48	133.77	119.20	111.90	127.00	97.13	N.P.
H234 High Hazard	157.75	149.59	140.48	133.77	119.20	111.90	127.00	97.13	88.73
I-3 Hotel	309.01	297.89	287.04	274.77	250.17	241.34	264.17	223.59	213.27
I-1 Institutional, supervised environment	283.25	273.10	263.35	253.38	231.93	225.70	252.86	208.88	201.43
I-2 Institutional, hospitals	485.04	473.91	463.07	450.80	425.24	N.P.	440.20	398.66	N.P.
I-2 Institutional, nursing homes	334.61	323.48	312.64	300.37	277.75	N.P.	289.77	251.17	N.P.
I-3 Institutional, restrained	325.77	314.64	303.80	291.53	269.88	260.06	280.93	253.64	230.99
I-4 Institutional, day care facilities	283.25	273.10	263.35	253.38	231.93	225.70	252.86	208.88	201.43
M Mercantile	207.08	198.94	189.48	180.53	164.30	158.91	171.92	143.00	135.89
R-1 Residential, single	296.53	276.38	266.63	256.68	234.71	228.48	256.16	211.66	204.20
R-2 Residential, multiple family	239.24	229.09	219.34	209.39	188.69	182.45	208.85	165.63	158.18
R-3 Residential, one- and two-family ^a	224.62	218.65	213.40	208.54	201.86	194.67	213.06	187.70	175.92
R-4 Residential, care-assisted living facilities	283.25	273.10	263.35	253.38	231.93	225.70	252.86	208.88	201.43
S-1 Storage, moderate hazard	155.75	147.59	138.48	132.77	117.20	110.90	125.00	95.13	87.73
S-2 Storage, low hazard	155.75	147.59	138.48	131.77	117.20	109.90	125.00	95.13	88.73
U Utility, miscellaneous	125.18	118.05	109.33	104.91	93.46	87.55	99.89	74.38	71.07

- a. Private Garage use (Utility, miscellaneous).
- b. For retail only buildings deduct 20 percent.
- c. N.P. = not permitted.
- d. Unfinished basements (Group R-3) = \$31.60 per sq. ft.

Supplemental Construction Valuation Tables

The supplemental valuations below may be updated annually as part of the annual fee approval process.

Construction Type	Unit	Valuation
Basements – Unfinished	Square Foot	As provided in the ICC valuation table footnote above
Basements – Finished	Square Foot	\$41.00
Decks (any type)	Square Foot	\$22.00
Carport/Covered Patio	Square Foot	\$22.00
Roof Conversions	Square Foot	\$22.00
Fence (any type)	Lineal Foot	\$20.00
Retaining Wall (any type)	Lineal Foot	\$59.00
Exterior Finish	Square Foot	\$5.00
Fire Sprinklers	Square Foot	\$6.00
Remodel/Alteration	Square Foot	\$39.00
Basement TI	Square Foot	\$28.00
Grading	Cubic Yard Cut and Fill	Equation
Tenant Improvements	Calculated	35% of the valuation for new construction
Shell Only	Calculated	80% of the valuation for new construction

Building and Inspection Fee Calculation

Building permit fees based on valuation are calculated based on the calculations below.

Construction Valuation	Fee
Less than and including \$2,000	\$70.00
\$2,001 to \$25,000	\$76.50 for the first \$2,000 plus \$16.50 for each additional \$1,000 or fraction thereof, to and including \$25,000. Example: Valuation of \$3,400 would be \$76.50 plus \$33.00 (\$16.50 x 2), or \$109.50

\$25,001 to \$50,000	\$456.00 for the first \$25,000 plus \$12.00 for each additional \$1,000 or fraction thereof, to and including \$50,000.
\$50,001 to \$100,000	\$765.00 for the first \$50,000 plus \$8.50 for each additional \$1,000 or fraction thereof, to and including \$100,000.
\$100,001 to \$500,000	\$1,181.00 for the first \$100,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$500,000.
\$500,001 to \$1,000,000	\$3,781.00 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.
Over \$1,000,001	\$6,531.00 for the first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof.

Plan Check Fees

Plan checks for building permits include up to 4 reviews. Additional reviews will be charged the hourly fee listed below.

Fee Type	Description	Amount
Plan Check Fee – residential construction	<u>Provides for up to four reviews prior to building permit issuance. After four reviews or after the permit issuance, additional reviews are subject to the hourly plan check fee.</u>	40% of building permit fee
Plan Check Fee – commercial construction	<u>Provides for up to four reviews prior to building permit issuance. After four reviews or after the permit issuance, additional reviews are subject to the hourly plan check fee.</u>	65% of building permit fee
Plan Check Fee – smaller projects	Includes residential solar plan check	\$100.00
Plan Check Fee – FCOZ projects	Applies to any parcel within a Foothills & Canyons Overlay Zone.	65% of building permit fee
Land Use Review Fee		\$110.00
Card File Plan Check Fee – single-family or duplex	Includes accessory structures.	\$175.00
Card File Plan Check Fee – multi-family residential		\$350.00
Plan Check Fee – hourly		\$80.00 per hour

Stormwater Review & Stormwater Pollution Prevention Plans (SWPPP)

Stormwater Review & Inspection Fees

Fee Type	Description	Amount
Stormwater Review – base fee	Base fee per project.	\$200.00
Stormwater Review – per-acre fee	Additional fee per acre after the first acre; applies when SWPPP required.	\$30.00

Floodplain Development Permit	Permit is required for any development within a mapped floodplain as required by FEMA.	\$75.00

SWPPP Control Measures

All penalties and fines may be doubled for a second or third offense. Violations may be referred to the jurisdiction's legal counsel for further action.

Penalty Type	Description	Amount
Working without an approved stormwater permit	Per occurrence and then for each business day beginning the day after the day on which fine was issued	\$500.00
Tracking mud on road	Per occurrence and then for each business day beginning the day after the day on which fine was issued	\$300.00
Failure to clean up or report spills	Per occurrence and then for each business day beginning the day after the day on which fine was issued	\$250.00
Failure to conduct stormwater inspections	Per occurrence and then for each business day beginning the day after the day on which fine was issued	\$100.00
Failure to use general best management practices as determined by the authority	Per site, per occurrence and then for each business day beginning the day after the day on which fine was issued	\$250.00

SWPPP Illicit Discharge

The table below lists illicit discharges common to construction and maintenance activities. It is a violation to discharge pollutants. The presence of BMPs does not excuse an illicit discharge.

Penalty Type	Description	Amount
Sediment	Per day per violation.	\$1,000.00
Cementitious Material	Per day per violation.	\$500.00
Paints and Solvents	Per day per violation.	\$500.00
Solid Waste	Per day per violation.	\$500.00
Sanitary Waste	Per day per violation.	\$2,000.00
Fuels	Per day per violation.	\$1,000.00
Fertilizers	Per day per violation.	\$500.00
Organics	Per day per violation.	\$250.00
Cleanders	Per day per violation.	\$500.00
Hazardous materials	Any illicit discharge may be assigned to this category depending on the impact. Per day per violation.	\$5,000.00

Land Use Fees

Permitted and Conditional Uses

Fee Type	Description	Amount
Building permit site plan	Over-the-counter staff review. Permitted uses not requiring separate land use permit.	\$110.00
Change of Use Permit	Over-the-counter staff review. Includes tenant changes and uses subordinate to an existing Conditional Use Permit.	\$110.00
Sign Permit	Over-the-counter staff review.	\$110.00
Business license review	Over-the-counter staff review.	\$110.00
Accessory Dwelling Unit	Includes limited agency review	\$175.00
Site Plan Review (less than 3 acres)	Includes agency review meeting and technical review.	\$990.00
Site Plan Review (3 acres or more)	Includes agency review meeting, technical review and Planning Commission meeting.	\$1,640.00
Minor Site Plan Amendments	Limited agency review	\$175.00
Residential Development (FCOZ)	Includes agency review meeting and technical review.	\$990.00
Foothills/Canyons	Includes agency review meeting and technical review.	\$990.00
Simple Land Use Permit	Home daycare/pre-school, mobile store, condominium conversion, similar uses requiring limited staff review.	\$175.00
Other Conditional Use Permits	Commercial uses, residential uses, or signs needing conditional use approval. Includes agency review, technical review and Planning Commission meeting.	\$1,640.00

Subdivision and Land Development Permits

Fee Type	Description	Amount
Minor Subdivision (<5 lots)	Includes agency review meeting and technical review.	\$990.00
Major Subdivision (Single Phase)	Includes agency review meeting, technical review and Planning Commission meeting.	\$1,640.00
Major Subdivision with Multiple Phases (Includes Preliminary Plat and First Phase Final Plat)	Includes agency review meeting, technical review and Planning Commission Meeting	\$1,640.00
Final Plat Approval for Phases Two and Beyond	Includes Technical Review	\$535.00
Planned Unit Development (Preliminary approval and First Phase Final Approval/Plat)	Includes agency review meeting, technical review and Planning Commission meeting.	\$1,640.00
Final Planned Unit Development Approval for Phases Two and Beyond	Includes Technical Review	\$535.00
Subdivision amendments	Includes agency review meeting and technical review. In some cases, a Planning Commission and/or Mayors	\$990.00

	meeting is required. These fees will be added as needed based on the applicable fees in this fee schedule.	
Simple Boundary Adjustment	Includes limited staff review.	\$110.00
Full Boundary Adjustment	Includes limited staff review. Applicable when amended plat not necessary	\$175.00
Extension of Time	Includes review by Director.	\$275.00

Ordinance Adjustments

Fee Type	Description	Amount
Text Change	Includes Planning Commission meeting and Council meeting.	\$765.00
Zoning Map Change – minor	Changes less than 3 acres. Includes limited staff review, Planning Commission meeting and Council meeting.	\$940.00
Zoning Map Change – small	Changes 3 up to 10 acres. Includes agency review meeting, staff review, Planning Commission meeting and Council meeting.	\$1,755.00
Zoning Map Change – medium	Changes over 10 up to 50 acres. Includes agency review meeting, staff review, Planning Commission meeting, Council meeting, and General Plan fees.	\$1,755.00 plus \$200 per acre
Zoning Map Change – large	Changes over 50 up to 100 acres. Includes agency review meeting, staff review, Planning Commission meeting, Council meeting, and General Plan fees.	\$1,755.00 plus \$300 per acre
Zoning Map Change – Major	Changes over 100 acres.	To be determined by agreement between agency and applicant prior to acceptance of the application.

Other Land Use Applications

Fee Type	Description	Amount
Land Use Hearing Officer	Needed for appeal of decisions, variances, nonconforming use expansions, takings relief petition, special exception, etc.	\$1,000.00 ^a
Land Use Hearing Officer	Double fee if construction has started.	\$2,000.00
Administrative Determination	Requires Director review. Includes determinations of a noncomplying structure or a nonconforming use.	\$275.00
Special Exception	Planning Commission meeting.	\$650.00
Zoning Verification Letter	Base fee plus costs for research time.	\$25.00 base fee plus \$25.00 per hour
General Plan Amendment	Includes limited staff review, Planning Commission meeting, Council meeting, and General Plan fees.	\$2,440.00
Agency Review Meeting at applicants' request	Agency Review meeting that includes outside agencies.	\$455.00

Other applications requiring preliminary and/or technical review.	Up to 4 total review sessions. Additional charge if 4 total sessions exceeded for any application type.	\$535.00
Other applications requiring Planning Commission meeting	Planning Commission meeting.	\$650.00
Other applications requiring Council or Mayor's meeting	Council or Mayor's meeting.	\$115.00

^a For appeals, if the Land Use Hearing Officer finds in favor of the appellant then the fee shall be refunded less a \$100.00 administration fee.

Code Enforcement Fees

Fee Type	Description	Amount
Administrative Citation	All violations unless specified otherwise including Operating a Business (other than a short term rental) without a current license or with an expired license, noise and nuisance violations). See below for Short term rental license fees.	\$300.00 per violation
Civil Penalty	Violations of zoning regulations.	\$300.00 per violation per day
Civil Penalties	All violations of the code other than zoning violations and as otherwise prescribed in the code.	
	Violation per day for first 30 days.	\$100.00 per violation per day CE Not enforcing
	Violation per day for days 31-60.	\$150.00 per violation per day CE is enforcing
	Violation per day over 60 days.	\$200.00 per violation per day CE is not enforcing
Clean-up/Abatement Fees	Administrative fee plus costs billed from Public Works or other contracted firm.	\$300.00 plus actual costs this is the usual route for CE
Parking violation - minor	Violations under section 11.20.070, 11.20.080, 11.20.090 or 11.20.140	\$75.00 per violation
Parking violation - major	Violations under section 11.20.050, 11.20.060 11.20.110, 11.20.120, 11.20.130 or 11.20.135	\$150.00 per violation
Short-Term Rental Violations		
Operating short-term rental without a business license		\$650.00 per infraction per day
Operating short-term rental for less than two nights for each stay		\$650.00 per infraction per day
Holding special event at short-term rental – first violation		\$650.00 per infraction per day
<u>Holding special event at short-term rental – subsequent violations (individual)</u>		<u>\$1,000.00 per infraction per day</u>
Holding special event at short-term rental – subsequent violations (non-individual)		\$1,300.00 per infraction per day
Other short-term rental violations	Violations not covered in the above categories.	\$100.00 per infraction per day

Bond Administration Fees

Fee Type	Description	Amount
Bond Processing Fee	Must be paid prior to acceptance of bond.	\$100.00
Bond Forfeiture	Will be called if improvements are not complete by expiration date.	Varies ^a
Deferred Curb and Gutter		Varies ^b
Bond Reinspection	Inspections required for partial bond release or if applicant fails bond inspections twice.	\$100.00
Overtime/After-hours Inspection		\$120.00 (Per hour)

^a Based on bond amount.

^b Based on project size.

Miscellaneous Service Fees

Fee Type	Description	Amount
Development Agreements		Varies ^a
Hourly Rate	Per hour fees for staff time not covered under specific fee types.	\$80.00 per hour
GRAMA	Time spent on research and compiling.	Actual cost ^b
Material Costs	Copies, maps, CDs, USB drives, etc.	Actual cost ^b
Research	Research related to administrative decisions, zoning compliance letters, or determination of legal status of a lot or parcel.	\$25.00 base fee plus \$25.00 per hour
Health Department Review	Activities performed by the Salt Lake County Health Department.	County fee ^c
Postage	For noticing mailings, postage is charged per meeting.	Actual cost ^b
Newspaper Notices	Notices of meetings before Councils.	Actual cost ^b

^a Development agreements will be determined between local government agency and Applicant prior to acceptance of the application.

^b Customer will be charged actual costs of materials per MSD Records and Access and Management Policy.

^c Health Department fees will be charged as provided in the Salt Lake County Fee Schedule.

Engineering Fees

The fees below are collected by the MSD on behalf of the Engineering Division.

Right-of-way Improvement Review & Inspection Fees		Amount
Replacement of existing improvements	Replacement of existing curb & gutter, sidewalk, and drive approach improvements in the same configuration.	No charge
Changes to improvements (existing curb & gutter)	Changes to sidewalks and drive approaches where curb & gutter are already present. Includes review and inspection by County. Design and staking by applicant.	\$20.00 base fee plus \$1.00 per linear foot
Changes to improvements (no existing curb & gutter or sidewalk)	Addition of curb & gutter, sidewalks, and/or drive approaches where no curb & gutter or sidewalk are present. Includes review and inspection by County. Design and staking by applicant.	\$150.00 base fee plus \$1.00 per linear foot

Changes to sidewalk (no existing curb & gutter or sidewalk)	Addition of sidewalk only. Includes review and inspection by County. Design and staking by applicant.	\$100.00 base fee plus \$1.00 per linear foot
Changes to drive approach (no existing curb & gutter or sidewalk)	Addition of drive approaches only. Includes review and inspection by County. Design and staking by applicant.	\$100.00 base fee plus \$0.50 per linear foot
Engineering Plan Check Fees		Amount
For Subdivision Development – Master Planning	Engineering check fee, reviewing master planning for subdivision development	\$500 plus \$50/dwelling unit or lot
For Subdivision Development – Final	Engineering check fee, final subdivision fee and plat filing for subdivisions	\$500 plus \$125/dwelling unit or lot
Amended Subdivision Plat		\$400.00
Non-Subdivision Development		\$1,000 plus \$500 per acre
Excavation Permit Fees		Amount
Excavation within asphalt or concrete		\$0.50 per square foot \$250 minimum
Excavation within dirt		\$0.25 per square foot \$125 minimum
Road Closures or Obstructions caused by Excavation Permits		\$50 per day per lane or partial lane closed or obstructed for more than 72 hours
Permit Extension		Fee equal to one-half of the original fee
Excavation Work Without Permit Penalty	A person found doing work in the public right-of-way without having obtained a permit shall be required to pay a penalty	Penalty Fee equal to two times the normal permit fee
Other Fees		Amount
Road Dedication (non-subdivision development)	Where required for street widening and improvements.	\$150.00
Street Sign	Includes sign and installation by MSD or contracted service provider	\$200.00
Geology/Natural Hazard Review Fees		Amount
Initial Site Assessment	Determination of whether project falls within boundaries of any mapped hazards.	\$200.00
Review of Technical Report	Coordination and review of third-party technical report.	Actual cost of third-party review plus \$300.00 agency review
Traffic Impact Review Fees		Amount
Initial Site Assessment	Determination of whether project meets TIS threshold.	\$200.00
Review of Technical Report	Coordination and review of third-party technical report.	Actual cost of third-party review plus \$100 agency review

Commented [LA1]: Excavation Permit Fees are currently in Municode Title 14.16. We want all the fees in the fee schedule instead of buried in the code.

Public Works – Engineering Special Events

Special Events within the Town of Brighton require the submittal of an application:

Insurance certificates, maps, and fees will need to be submitted to the Permit Specialist before your request can be fully processed. See fee schedule below.

Special Event Permit Fees (for municipalities within the District)	
# of Participants	Fee per day
0 to 100	\$50.00
100 to 200	\$100.00
200 to 400	\$200.00
400 to 600	\$500.00
Over 600	\$1,000.00
Filming Fees	\$200.00
<u>Late/Expedited Filing Fee</u>	<u>\$500.00</u>

- Special events or Filming held on any state roadway(s) may also require an additional permit from Utah Department of Transportation.
- Special events or Filming held in any canyon may also require an additional permit from United States Department of Agriculture, Forest Service Division.
- Sponsors of block parties will also be required to submit with the application form a traffic detour and parking plan that will accommodate affected residents and emergency access. Barricades and security are the responsibility of the applicant.

The following are exempt from Special Event fees pursuant to Brighton Code 14.56.090 (D):

1. Political Events;
2. Parades of less than one mile in length;
3. Events sponsored in whole or in part by the town;
4. Private non-commercial weddings;
5. Block parties; and
6. Revenue-raising events where the revenue flows to the direct benefit of the town.

Glossary of Terms

Condominium Plat: The procedure to review and record a condominium plat is subject to the Condominium Ownership Act (57.8- Utah Code). Staff review includes addressing all units, a review to verify compliance with the zoning ordinance and conditions of approval previously imposed and an engineering review to verify compliance with platting requirements.

Director: The Director of Planning and Development or designee.

General Plan Amendment: Planning Commissions make a recommendation to the Council who must authorize Amendments to a General Plan. A study that includes public involvement is conducted after Council gives the direction to proceed to the Development Services Director.

Home Daycare | Pre-school Application Fees: Although a home daycare or pre-school may be operated out of a private residence, it is not considered or reviewed in the same manner as a home business. Therefore, they are listed separately in the fee schedule and in the ordinance.

MSD: Means the Greater Salt Lake Municipal Services District, which the Town of Brighton has contracted with to provide planning and zoning, building permit, business license, and code enforcement services

Re-Zone (Zoning Map Amendment): A request to change the existing zoning (re-zone) requires: review and recommendation from the planning commission (Public Body Review) and final decision by the council (Additional Public Body Review) and technical work (Technical Review) for map and index work).

Signs: Signs vary in the type and complexity of review process required therefore they are listed under several review types. It is intended that the fees are assessed per review process and not per sign. For example, a business that had 2 signs requiring Planning Commission review would be charged for 1 Planning Commission review. However, a business which had 1 sign which required Planning Commission review and another sign which did not would be charged for 1 Planning Commission review and 1 staff review.

Subdivision: A request to subdivide property requires review and approval of a preliminary plat, and a Technical Review of the Final Plat. Additionally, an Agency Review Meeting is required. Note that in the case of a "one-lot" subdivision there might also be an Administrative Review for the proposed Single-Family Dwelling. Fees may include: Agency Coordination Meeting, Planning Commission Meeting, Technical Review, Staff Review of a Site Plan.

Valuation: The estimated construction cost for a project.

TOWN OF BRIGHTON STAFF REPORT

To: Mayor and Town Council
From: Town Attorney
Date: August 10, 2026
Re: Ordinance No. 2026-O-8-1 — Fire Restrictions and Delegation to Mayor

PURPOSE

The proposed ordinance amends Brighton Town Code (BTC) Chapter 9.90 to delegate the Town Council's authority to the Mayor related to fire and firework restrictions. It includes firework restrictions and language to match Stage 1, and authorizes the Mayor to implement Stage 2 fire restrictions by written order when specified conditions exist. The Town Council retains authority to ratify, modify, or rescind any order. This Ordinance removes the need for the Town Council to adopt annual firework restrictions or to adopt Stage 2 heightened open fire restrictions and instead delegates that authority to the Mayor. The Ordinance also updates the Fire Restriction Section of the Brighton Town Code to match State Code requirements.

SUMMARY OF PROPOSED CHANGES

- If the Fire Marshal makes a finding of current or historic hazardous environmental conditions, then the Town has adopted stage 1-type restrictions through this Ordinance and State Code requirements. This proposed ordinance updates the restrictions to match more closely with the State Stage 1 restrictions. The baseline restrictions prohibit open flames except in specified improved locations, restrict smoking, prohibit cutting/welding/grinding in dry vegetation, require approved spark arrestors on certain internal-combustion equipment, and prohibit target shooting, explosives, exploding targets, tracer ammunition, and other pyrotechnic devices in or near restricted areas.
- A new heightened-restrictions section allows a complete prohibition on open fires and open burning (matching State Stage 2 restrictions).
- The Mayor, through a written order, may implement, modify, or rescind only those restrictions listed in Town Code when either (1) a state or federal restriction applies in or around Brighton, or (2) the Fire Marshal determines that hazardous environmental conditions necessitate controlled use of ignition sources.
- Each order must identify the restrictions, geographic area, effective date, and termination date; be filed with the Town Clerk; provide Class A public notice; and be provided to the Council.
- The Council retains full authority over the restrictions, and the ordinance preserves the Mayor's and Town's emergency powers under Utah Code Title 53, Chapter 2a.

ANNUAL AND ESCALATION PROCESS

Before May 1 Each Year in order to prohibit fireworks and Stage 1 type restrictions (as is existing in the code) from May 1- October 31.

- **Fire Marshal determination.** The Fire Marshal must determine whether existing or historical hazardous environmental conditions require controlled use of ignition sources including fireworks and identify the affected areas. The proposed ordinance places this annual determination in Brighton Town Code §§ 9.90.010(D) and 9.90.030(E).
- **Fireworks map and boundaries.** If the Town intends to prohibit fireworks based on historical hazardous environmental conditions, the closed area must be designated with readily identifiable boundaries and shown on a map or written description, consistent with Utah Code §§ 15A-5-202.5(1)(b) and 53-7-225.
- **Delivery to Salt Lake County.** The map for a fireworks closure based on historical conditions must be delivered to Salt Lake County before May 1 of the applicable year. The proposed ordinance authorizes the Town Council or the Mayor, acting under § 9.90.030(F) and § 9.90.50, to designate the closed area and deliver the map.

If Fire Danger Increases during the summer, the restrictions may be increased to Stage 2 type restrictions.

- **Confirm a triggering condition.** The Mayor may act when a State or federal fire restriction applies in or around Brighton, or when the Fire Marshal determines that hazardous environmental conditions require greater control of ignition sources.
- **Select the appropriate restrictions.** The Mayor may implement or modify only restrictions already established in BTC Chapter 9.90. Depending on conditions, the order may continue or expand the baseline Stage 1-type restrictions or implement the heightened Stage 2-type restrictions.
- **Issue a written order.** The order must identify the restrictions imposed, the restricted area and any required map, the effective date and time, any exceptions, and the termination date.
- **Provide notice.** The order takes effect upon posting, unless it specifies a later time. It must be filed with the Town Clerk, made readily available to the public, published through Class A notice under Utah Code § 63G-30-102, and provided to each Council member.
- **Reassess and adjust.** The Mayor may modify or rescind the order when the triggering condition changes or ends. The Town Council retains authority to ratify, modify, override, or rescind the order.

Note – In reviewing our Code for this item, it was noted that in the future we may want to review and update, BTC 9.72.140 regarding Open Burning and 9.92 Pyrotechnics And Explosives (Firework Shows).

RECOMMENDATION

Staff recommends that the Town Council adopt Ordinance No. 2026-O-8-1. The ordinance gives Brighton a locally enforceable framework that generally aligns with Utah Stage 1 and Stage 2 restrictions, establishes a clear annual process before May 1 in order to restrict fireworks throughout the summer including holiday periods, allows prompt escalation when wildfire danger increases, and preserves Council oversight.

TOWN OF BRIGHTON

ORDINANCE NO. 2026-O-8-__

AN ORDINANCE AMENDING TITLE 9, CHAPTER 90 FIRE RESTRICTIONS IN WILDLAND-SUBURBAN INTERFACE AREAS AND DELEGATING AUTHORITY TO THE MAYOR TO IMPLEMENT, MODIFY, AND RESCIND SUCH RESTRICTIONS.

WHEREAS, Utah Code § 10-8-84 authorizes the Town of Brighton (“Town”) to pass all ordinances and regulations, not repugnant to law, necessary and proper to provide for the safety, preserve the health, and protect the property of the Town and its inhabitants; and

WHEREAS, Utah Code § 11-7-1 requires every incorporated municipality to provide fire protection within its limits and authorizes a municipality to require burning permits before a fire is started on forest, wildland urban interface, brush, range, grass, grain, stubble, or hay land; and

WHEREAS, Utah Code § 15A-1-403(7) authorizes a political subdivision to enact a fire-code ordinance more restrictive than the State Fire Code in order to meet a public safety need; and

WHEREAS, Utah Code § 15A-5-202.5(1)(b), adopting and amending Section 310.8 of the International Fire Code, provides that, when the Fire Marshal determines that existing or historical hazardous environmental conditions necessitate controlled use of ignition sources, the legislative body of a municipality may prohibit the ignition or use of ignition sources in mountainous, brush-covered, forest-covered, or dry grass-covered areas, within 200 feet of waterways and similar features, and in the wildland urban interface; and

WHEREAS, Utah Code § 53-7-225, a municipality may not prohibit a person from discharging certain fireworks during the July 4 and July 24 holidays unless certain findings are made regarding hazardous environmental conditions; and

WHEREAS, the State of Utah and federal government may issue fire restrictions, but those restrictions do not universally apply within all corporate limits of the Town; and

WHEREAS, dry summer conditions frequently require fire and ignition source restrictions to be imposed, modified, or lifted more quickly than the Town Council's regular monthly meeting schedule allows, creating a risk to public health, safety, and property during the interval between meetings; and

WHEREAS, the Fire Marshal has determined that existing or historical hazardous environmental conditions necessitate controlled use of any ignition source, including fireworks, lighters, matches, sky lanterns, and smoking materials; and

WHEREAS, Utah Code §§ 10-3-710 and 10-3-711 authorize the Town to adopt provisions of state law and safety codes by reference, and to make such adoptions effective upon the filing of a copy with the Town Recorder; and

WHEREAS, the Town Council intends to adopt in the Town Code the substantive fire and ignition source restrictions that apply within the Town, and to delegate to the Mayor the authority to determine when defined triggering conditions exist and to implement, modify, or rescind those pre-established restrictions accordingly, subject to the Town Council's continuing supervision, ratification, and power to override; and

WHEREAS, this Ordinance is enacted pursuant to the authority cited above and the Town's general police power to protect the public health, safety, and welfare; and

WHEREAS, Amendments to Ordinance 2026-O-7-1, adopting fire restrictions matching the State of Utah Stage 2 Fire Restrictions within the Town of Brighton, can be made pursuant to this Ordinance.

NOW, THEREFORE, be it ordained by the Town Council of Brighton, Utah, as follows:

Section 1. Amended. Chapter 9.90 Fire Restrictions In Wildland-Suburban Interface Areas is amended as attached in Exhibit A.

Section 2. Effective Date. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED by the Brighton Town Council of Brighton, Utah, this ____ day of August, 2026.

TOWN OF BRIGHTON

Scotty John, Mayor

ATTEST:

Kara John, Town Clerk

Exhibit A

9.90 FIRE RESTRICTIONS IN WILDLAND-SUBURBAN INTERFACE AREAS

9.90.010 Findings

- A. The council finds that certain wildland-suburban interface areas exist in the town and that preservation of public health, safety and welfare requires the restriction of fireworks, smoking and other fires in such areas and certain surrounding areas as specified below, to reduce the risk of potentially devastating wildfires in the town.
- B. The Town Council wishes to allow the ability to impose additional fire and ignition source restrictions promptly and be aligned with State of Utah and federal restrictions without the delay caused by waiting for a regularly scheduled meeting of the Town Council.
- C. The Town Council finds that existing and historical hazardous environmental conditions occur within and around the Town during the dry summer months; that these conditions can change rapidly; and that a prompt, condition-based response administered by the Mayor, within the substantive limits established by this Chapter, is necessary and proper to protect the public health, safety, and welfare.
- D. The Fire Marshal shall at least annually determine that existing or historical hazardous environmental conditions necessitate controlled use of any ignition source.

9.90.020 Definitions

DIVISION 1.4G DANGEROUS EXPLOSIVE: As defined in section 53-7-202,(6), Utah Code Annotated, as amended.

HAZARDOUS ENVIRONMENTAL CONDITIONS has the meaning given in the State Fire Code, Utah Code § 15A-5-202.5(1)(b), and includes existing or historical conditions that necessitate the controlled use of ignition sources.

IGNITION SOURCE means any source of ignition, including open flames, campfires, charcoal or wood-burning devices, fireworks, sky lanterns, lighters, matches, smoking materials, welding or cutting equipment, internal-combustion equipment, and the discharge of firearms for target shooting.

OPEN FIRE or OPEN BURNING means the burning of any combustible material in an outdoor fire not contained within a fully enclosed device, including campfires, warming fires, bonfires, and the burning of vegetation, debris, or waste.

RESTRICTED AREAS:

A. Ravines, gullies, hillsides, vacant land, or mountainous areas where natural vegetation exists (including oak brush, conifers, sage brush, and other indigenous trees and plants), such that a distinct fire hazard is clearly evident to a reasonable person, and where that area is within the Town;

B. The Wildland Urban Interface Area; and,

C. Without limiting the foregoing, RESTRICTED AREAS shall also include those areas designated within the Town as a fire hazard on an annual basis by the Fire Marshal on maps conveyed to the Town Clerk. (Ord. 2021-O-3, 6-30-2021)

STATE OR FEDERAL RESTRICTIONS means any fire restriction, burn ban, closure, or wildfire-related order including stage restrictions issued by State of Utah, a United States department or agency, or another authority with jurisdiction over unincorporated lands adjacent to or surrounding the Town, including any modification, extension, renewal, or termination of such an order.

- ~~1. As used in this chapter, the term "wildland-suburban interface areas" shall mean ravines, gullies, hillsides, vacant land, or mountainous areas where natural vegetation exists (including oak brush, conifers, sage brush, and other indigenous trees and plants), such that a distinct fire hazard is clearly evident to a reasonable person, and where that area is within the town.~~
- ~~2. Without limiting the foregoing, "wildland-suburban interface areas" shall also include those areas designated within the town as a fire hazard on an annual basis by the Unified Fire Authority on maps conveyed to and approved by the council in an open meeting and posted and made available on the town's website and in the offices of the town clerk.~~

9.90.025 Wildland-Urban Interface Code

1. The Utah Wildland-Urban Interface Code, 2006 Edition, published by the International Code Council, is hereby adopted as the Wildland-Urban Interface Code of the Town of Brighton for the regulation and governance of the mitigation of hazard to life and property from the intrusion of wildland exposure, fire from adjacent structures, and prevention of structure fires from spreading to wildland fuels in town.
2. Utah Wildland-Urban Interface Code, 2006 Edition, published by the International Code Council, together with any future amendments thereto shall, be maintained as public records with the Town Clerk are incorporated as a part of this Section.
3. All the lands within the town limits of the Town of Brighton are designated by the Utah Division of Forestry, Fire and State Lands as Wildland-Urban Interface.

HISTORY

Amended by Ord. 2025-O-10-1 on 10/16/2025

9.90.030 Fire Restrictions

1. The following restrictions on open flames and smoking are imposed on, over and within 300 feet of all wildland-suburban interface areas:
 1. Setting, building, maintaining, attending or using open flames of any kind is prohibited, except campfires in grills or permanently constructed fire pits at private residences that have pressurized water system or built within the

facilities provided for them in improved campgrounds, or picnic areas~~or permanently improved places of habitation; and~~

2. Smoking is prohibited, except within an enclosed vehicle or building, a developed recreation site or while stopped in the center of an area of at least ten feet in diameter that is barren or cleared to mineral soil or is covered by concrete or asphalt;.
3. Cutting welding or grinding metal in areas of dry vegetation;
4. Operating a motorcycle, chainsaw, ATV or other small internal combustion engine without an approved and working spark arrestor; and
5. Shooting / Explosives: Prohibiting the discharge of a firearm for target shooting or the use of any explosive (including exploding targets).

~~2.~~

2. The following restrictions on fireworks, tracer ammunition or other pyrotechnic devices are imposed:

1. Discharging or using any kind of division 1.4G common state approved explosive within any Restricted Area is prohibited.~~aerial device firework, tracer ammunition or other pyrotechnic devices on, over or within three hundred feet of any wildland-suburban interface area is prohibited; and~~
2. Discharging or using any kind of division 1.4G class C common state-approved explosives on, over or within fifty feet of any wildland-suburban interface area is prohibited; and,.
3. The negligent discharge of a division 1.4G common state approved explosive.

~~2.~~

- ~~3. The following definitions are applicable to this section:~~

- ~~1. "Class C common state approved explosives" is as defined in section 53-7-202(5), Utah Code Annotated, as amended.~~
- ~~2. "Aerial device firework" is as defined in sections R710-2-2(2.2) and R710-2-6(6.3.1), Utah Administrative Rules, as amended.~~

3. The restrictions in this section are effective from May 1 through October 31 each year, unless modified by the Council or the Mayor pursuant to Section 9.90.50.

E. The Fire Marshal shall determine before May 1 for that year whether existing or historical hazardous environmental conditions necessitate controlled use of any ignition source and shall designate.

F. Consistent with Utah Code §§ 53-7-225(5) and 15A-5-202.5(1)(b), the discharge of fireworks may be prohibited only within an area with hazardous environmental conditions that is designated and mapped, or where the discharge is negligent. The Mayor pursuant to Section

9.90.50 or the Town Council shall designate the closed area and deliver a map to Salt Lake County before May 1 of the year the area is closed.

9.90.035: HEIGHTENED (STAGE 2) FIRE RESTRICTIONS

A. The restrictions in this Section take effect only upon implementation by the Council or by Order of the Mayor under Section 9.90.50 and only within the timeframe and the restricted area described in the order.

B. Heightened Restrictions:

Complete Ban Open Fires / Open Burning: Prohibiting any open fire or open burning of any kind, including fires fueled by liquefied or bottled gas outside of an improved area. (Gas or liquid-fueled devices with a shut-off valve remain allowed only when used in an area cleared of flammable material.) campfire, or stove fire. This includes charcoal grills and barbecues, coal and wood burning stoves and tent stoves and includes use at homes and in developed camping and picnic grounds. Except, devices using pellets, pressurized liquid or gas (stoves, grills or lanterns) that include shutoff valves are allowed when used in an area at least three feet or more from flammable material such as grasses or pine needles.

9.90.040 Exemptions

The following persons are exempt from the prohibitions in section 9.90.030:

1. Persons with a permit from the town, from the state of Utah or the United States of America, specifically authorizing the prohibited act at the specific location; and
2. Any town, state or federal firefighting officer or firefighting forces, including the Unified Fire Authority, or any peace officer, in the performance of an official duty.

9.90.50 DELEGATION OF AUTHORITY TO THE MAYOR; PROCEDURE; NOTICE.

A. The Mayor is authorized without further action by the Town Council to implement, modify, and rescind the fire and ignition source restrictions or fireworks restrictions under this Chapter when the Mayor determines that any of the following triggering conditions exists:

1. A State Or Federal Restriction applies to the region in or around the Town; or
2. the Fire Marshal has determined that existing or historical hazardous environmental conditions exist within or around the Town that necessitate controlled use of ignition sources.

B. The authority delegated by this Section is limited to the implementation, modification, and rescission of restrictions established by this Chapter.

C. The Mayor shall implement, modify, or rescind restrictions by a written Order that

1. states restrictions imposed,

2. the Restricted Area (with a map where required),

3. the effective date and time, and any exceptions

4. the termination date.

D. A restriction implemented under this Chapter takes effect upon posting of the written order, or at such later time as the order provides.

E. The Mayor shall:

1. File the written order with the Town Clerk, who shall maintain it as a public record and make it readily available to the public;

2. Provide class A notice under Utah Code Section 63G-30-102, as amended; and

3. provide notice of the order to the Mayor and each member of the Town Council.

F. Restrictions remain in effect as provided in the Order. Orders may be modified or rescinded by the Mayor because the triggering condition has changed or ended.

9.90.60 Retention of Council Authority

A. The Town Council retains full authority to modify, ratify, or rescind any restriction implemented under this Chapter, and to make ultimate policy decisions regarding fire and ignition source and Fireworks restrictions within the Town.

B. Emergency Powers Preserved. Nothing in this Chapter limits or supersedes the authority of the Mayor or the Town to declare a local emergency or to exercise emergency powers under Utah Code Title 53, Chapter 2a, or other applicable law.

9.90.050-070 Penalty

Each violation of this chapter shall be a Class B misdemeanor. Except if a person discharges a division 1.4G common state approved explosive that person is guilty of an infraction, punishable by a fine of up to \$1,000.

Greater Salt Lake Municipal Services District

Standard Financial Report

20 Town of Brighton - 07/01/2025 to 06/30/2026

100.00% of the fiscal year has expired

	2025 Year-End Actual	2026 YTD Actual
Net Position		
Assets:		
Current Assets		
Cash and cash equivalents		
10100 Cash - Zions Checking	0.00	(58,128.67)
10110 Cash - Xpress Bill Pay	0.00	14,041.39
10200 Cash - PTIF	277,527.36	152,004.83
10401 Zions Credit Card	0.00	193.20
10750 Undeposited Receipts	(0.20)	145.43
Total Cash and cash equivalents	277,527.16	108,256.18
Receivables		
11530 Accounts Rec. -	1,973.30	153.00
12500 Due from Other Gov.	33,867.99	(128,104.66)
Total Receivables	35,841.29	(127,951.66)
Other current assets		
12600 Prepaid	1,826.80	992.25
Total Other current assets	1,826.80	992.25
Total Current Assets	315,195.25	(18,703.23)
Non-Current Assets		
Restricted assets		
10102 Cash - Zions Bond Escrow	2,640.00	2,640.00
Total Restricted assets	2,640.00	2,640.00
Total Non-Current Assets	2,640.00	2,640.00
Total Assets:	317,835.25	(16,063.23)
Liabilites and Fund Equity:		
Liabilities:		
Current liabilities		
21000 Accounts Payable	48,913.09	30,036.83
23450 Performance Bonds Payable	2,640.00	2,640.00
24000 Due to Other Funds	35,843.11	0.00
Total Current liabilities	87,396.20	32,676.83
Total Liabilities:	87,396.20	32,676.83
Equity - Fund Balance		
29000 Unassigned Net Position (Fund Bal)	230,439.05	(48,740.06)
Total Equity - Fund Balance	230,439.05	(48,740.06)
Total Liabilites and Fund Equity:	317,835.25	(16,063.23)
Total Net Position	0.00	0.00

Greater Salt Lake Municipal Services District

Standard Financial Report

20 Town of Brighton - 07/01/2025 to 06/30/2026

100.00% of the fiscal year has expired

	2025 Year-End Actual	2026 YTD Actual	2026 Budget	Unearned/ Unused Budget	% Earned/ Used
Change In Net Position					
Revenue:					
Taxes					
Sales Taxes					
3100.300 Sales Tax	709,460.20	728,690.29	850,000.00	121,309.71	85.73%
Total Sales Taxes	709,460.20	728,690.29	850,000.00	121,309.71	85.73%
SB 136 Sales Tax					
3100.350 SB 136 Sales Tax	71,148.99	72,104.08	85,000.00	12,895.92	84.83%
Total SB 136 Sales Tax	71,148.99	72,104.08	85,000.00	12,895.92	84.83%
Total Taxes	780,609.19	800,794.37	935,000.00	134,205.63	85.65%
Intergovernmental revenue					
Road Funds					
3100.560 B&C Road Fund Allotment	22,698.37	18,718.54	20,000.00	1,281.46	93.59%
3100.562 County Public Transit Tax	80.03	36,176.69	0.00	(36,176.69)	0.00%
Total Road Funds	22,778.40	54,895.23	20,000.00	(34,895.23)	274.48%
Total Intergovernmental revenue	22,778.40	54,895.23	20,000.00	(34,895.23)	274.48%
Licenses and permits					
Business licenses					
3100.130 Business Licenses	44,948.50	43,424.50	40,000.00	(3,424.50)	108.56%
Total Business licenses	44,948.50	43,424.50	40,000.00	(3,424.50)	108.56%
Building permits					
3100.260 Building Permit	121,094.05	74,549.02	100,000.00	25,450.98	74.55%
Total Building permits	121,094.05	74,549.02	100,000.00	25,450.98	74.55%
Other license and permits					
3100.2653 Floodplain Development Permit Fee	0.00	75.00	0.00	(75.00)	0.00%
Total Other license and permits	0.00	75.00	0.00	(75.00)	0.00%
Total Licenses and permits	166,042.55	118,048.52	140,000.00	21,951.48	84.32%
Charges for services					
Charges other					
3100.420 Engineering Services	1,300.00	425.00	0.00	(425.00)	0.00%
3100.450 Planning Services	13,921.67	12,815.00	50,000.00	37,185.00	25.63%
Total Charges other	15,221.67	13,240.00	50,000.00	36,760.00	26.48%
Total Charges for services	15,221.67	13,240.00	50,000.00	36,760.00	26.48%
Fines and forfeitures					
Code enforcement fines and fees					
3100.240 Code Enforcement Fines and Fees	0.00	3,077.95	0.00	(3,077.95)	0.00%
Total Code enforcement fines and fees	0.00	3,077.95	0.00	(3,077.95)	0.00%
Justice court fines/forfeitures					
3100.500 Justice Court Fines/Forfeitures	3,144.17	7,293.05	4,000.00	(3,293.05)	182.33%
Total Justice court fines/forfeitures	3,144.17	7,293.05	4,000.00	(3,293.05)	182.33%
Total Fines and forfeitures	3,144.17	10,371.00	4,000.00	(6,371.00)	259.28%
Miscellaneous revenue					
Interest					
3600.100 Interest Earnings	14,402.41	10,928.04	6,000.00	(4,928.04)	182.13%
Total Interest	14,402.41	10,928.04	6,000.00	(4,928.04)	182.13%
Miscellaneous other					
3100.875 Event Revenue	0.00	50.00	0.00	(50.00)	0.00%
3600.900 Other Revenue	0.00	517.63	0.00	(517.63)	0.00%
3600.910 Other Revenue - Parking Violations	47,962.50	131,001.50	50,000.00	(81,001.50)	262.00%
Total Miscellaneous other	47,962.50	131,569.13	50,000.00	(81,569.13)	263.14%
Total Miscellaneous revenue	62,364.91	142,497.17	56,000.00	(86,497.17)	254.46%
Contributions and transfers					
3800.100 Contribution from GF	472,024.00	551,209.00	551,209.00	0.00	100.00%
3800.900 Contribution from Fund Surplus	0.00	0.00	248,159.00	248,159.00	0.00%
Total Contributions and transfers	472,024.00	551,209.00	799,368.00	248,159.00	68.96%
Total Revenue:	1,522,184.89	1,691,055.29	2,004,368.00	313,312.71	84.37%
Expenditures:					

Greater Salt Lake Municipal Services District

Standard Financial Report

20 Town of Brighton - 07/01/2025 to 06/30/2026

100.00% of the fiscal year has expired

	2025 Year-End Actual	2026 YTD Actual	2026 Budget	Unearned/ Unused Budget	% Earned/ Used
Administration					
4100.100 Wages	139,510.52	200,368.87	169,200.00	(31,168.87)	118.42%
4100.130 Employee Benefits	0.00	0.00	28,000.00	28,000.00	0.00%
4100.150 Social Security Tax	8,649.64	12,422.88	8,000.00	(4,422.88)	155.29%
4100.160 Medicare	2,022.90	2,905.36	2,000.00	(905.36)	145.27%
4100.180 Medical Insurance	30,202.76	22,438.92	0.00	(22,438.92)	0.00%
4100.181 Retirement Contribution	0.00	71.10	0.00	(71.10)	0.00%
4100.190 FUTA	0.00	1,425.18	0.00	(1,425.18)	0.00%
4100.200 Awards, Promotional & Meals	17.96	439.95	500.00	60.05	87.99%
4100.210 Subscriptions/Memberships	7,358.58	8,405.42	43,000.00	34,594.58	19.55%
4100.220 Printing/Publications/Advertising	344.52	784.56	3,000.00	2,215.44	26.15%
4100.230 Travel/Mileage	1,912.01	5,022.15	1,200.00	(3,822.15)	418.51%
4100.240 Office Expense and Supplies	421.11	94.33	2,000.00	1,905.67	4.72%
4100.255 Computer Equipment	0.00	0.00	3,000.00	3,000.00	0.00%
4100.280 Cell phone and Telephone	1,912.23	1,354.26	1,300.00	(54.26)	104.17%
4100.300 Attorney-Land Use	6,237.00	0.00	0.00	0.00	0.00%
4100.310 Attorney-Civil	92,326.00	101,778.50	67,000.00	(34,778.50)	151.91%
4100.312 Lobbyist Services	0.00	45,000.00	0.00	(45,000.00)	0.00%
4100.330 Training and Seminars	949.39	2,327.60	2,000.00	(327.60)	116.38%
4100.350 Budget and Auditing	0.00	5,750.00	5,000.00	(750.00)	115.00%
4100.360 Web Page Development/Maintenance	3,792.03	0.00	5,800.00	5,800.00	0.00%
4100.370 Software/Streaming	4,575.17	11,081.79	2,500.00	(8,581.79)	443.27%
4100.380 Internet Connections	1,896.36	1,990.91	2,000.00	9.09	99.55%
4100.390 Payroll Processing Fees	1,113.70	2,055.70	2,000.00	(55.70)	102.79%
4100.420 Contributions/Special Events	35,500.00	162,457.59	67,000.00	(95,457.59)	242.47%
4100.430 City Elections and Voting	200.00	400.78	0.00	(400.78)	0.00%
4100.510 Insurance	4,517.24	4,098.30	5,500.00	1,401.70	74.51%
4100.520 Workers Comp Insurance	77.44	979.30	3,500.00	2,520.70	27.98%
4100.590 Postage	307.30	346.61	200.00	(146.61)	173.31%
4100.600 Professional and Technical	73,774.00	78,928.00	50,000.00	(28,928.00)	157.86%
4100.601 Contracted Services	26,960.00	21,650.00	110,000.00	88,350.00	19.68%
4100.625 UFA Emergency Management	0.00	0.00	30,000.00	30,000.00	0.00%
4100.627 UFA fuel Reduction/Urban Interface Fire Pr	19,875.54	0.00	30,000.00	30,000.00	0.00%
4100.635 Election Support Services	0.00	0.00	3,318.00	3,318.00	0.00%
4100.641 Grant - Lease to locals	18,025.00	18,600.00	54,000.00	35,400.00	34.44%
4100.650 Recorder Services	0.00	0.00	3,850.00	3,850.00	0.00%
4100.740 Equipment, Computer Purchases	0.00	16,232.10	3,000.00	(13,232.10)	541.07%
4100.871 Utilities	778.11	960.18	0.00	(960.18)	0.00%
4100.872 Water Meter Incentive Program	0.00	75,800.00	80,000.00	4,200.00	94.75%
4100.970 Rent	11,735.82	12,087.89	11,500.00	(587.89)	105.11%
Total Administration	494,992.33	818,258.23	799,368.00	(18,890.23)	102.36%
Transfers					
4100.928 Contribution to General Fund	1,050,162.71	1,151,976.17	1,205,000.00	53,023.83	95.60%
Total Transfers	1,050,162.71	1,151,976.17	1,205,000.00	53,023.83	95.60%
Total Expenditures:	1,545,155.04	1,970,234.40	2,004,368.00	34,133.60	98.30%
Total Change In Net Position	(22,970.15)	(279,179.11)	0.00	279,179.11	0.00%

Greater Salt Lake Municipal Services District
Standard Financial Report
22 Brighton Beer Tax Special Fund - 07/01/2025 to 06/30/2026
100.00% of the fiscal year has expired

	<u>2025 Year-End Actual</u>	<u>2026 YTD Actual</u>
Net Position		
Assets:		
Current Assets		
Cash and cash equivalents		
10200 Cash - PTIF	0.00	14.09
10750 Undeposited Receipts	0.00	0.01
Total Cash and cash equivalents	<u>0.00</u>	<u>14.10</u>
Total Current Assets	<u>0.00</u>	<u>14.10</u>
Total Assets:	<u>0.00</u>	<u>14.10</u>
Liabilites and Fund Equity:		
Equity - Fund Balance		
29000 Unassigned Net Position (Fund Bal)	0.00	14.10
Total Equity - Fund Balance	<u>0.00</u>	<u>14.10</u>
Total Liabilites and Fund Equity:	<u>0.00</u>	<u>14.10</u>
Total Net Position	<u>0.00</u>	<u>0.00</u>

Greater Salt Lake Municipal Services District
Standard Financial Report
22 Brighton Beer Tax Special Fund - 07/01/2025 to 06/30/2026
100.00% of the fiscal year has expired

	2025 Year-End Actual	2026 YTD Actual	2026 Budget	Unearned/ Unused Budget	% Earned/ Used
Change In Net Position					
Revenue:					
Intergovernmental revenue					
State liquor fund					
3100.580 State Liquor Fund Allotment	6,869.81	4,431.23	5,000.00	568.77	88.62%
Total State liquor fund	6,869.81	4,431.23	5,000.00	568.77	88.62%
Total Intergovernmental revenue	6,869.81	4,431.23	5,000.00	568.77	88.62%
Miscellaneous revenue					
Interest					
3600.100 Interest	0.00	14.10	0.00	(14.10)	0.00%
Total Interest	0.00	14.10	0.00	(14.10)	0.00%
Total Miscellaneous revenue	0.00	14.10	0.00	(14.10)	0.00%
Total Revenue:	6,869.81	4,445.33	5,000.00	554.67	88.91%
Expenditures:					
Administration					
4100.850 Beer Funds	6,869.81	4,431.23	5,000.00	568.77	88.62%
Total Administration	6,869.81	4,431.23	5,000.00	568.77	88.62%
Total Expenditures:	6,869.81	4,431.23	5,000.00	568.77	88.62%
Total Change In Net Position	0.00	14.10	0.00	(14.10)	0.00%