



MEETING NOTICE AND AGENDA

Notice is hereby given that the Kaysville City Council will hold a regular council meeting on Thursday, July 21, 2022, starting at 7:00 P.M. in the **Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT**. The meeting will be streamed on YouTube, and the link to the meeting will be posted on www.KaysvilleLive.com.

Public comment is only taken during a meeting for Action Items, "Call to the Public", or for a public hearing. **Those wishing to speak during these times must sign-up in person before the meeting begins.** Comments may also be directed to the City Council via email to publiccomment@kaysville.gov. Emailed comments will NOT be read out-loud at the meeting.

CITY COUNCIL Q&A – 6:30 P.M.

The City Council will be available to answer questions or discuss any matters the public may have.

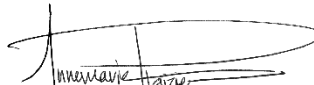
CITY COUNCIL MEETING – 7:00 P.M.

The agenda shall be as follows:

1. OPENING
 - a. Provided by Council Member Abbi Hunt.
2. CALL TO THE PUBLIC (3 MINUTE LIMIT, MUST SIGN UP IN PERSON BEFORE MEETING BEGINS)
3. PRESENTATIONS AND AWARDS
 - a. Annual Open Meetings Act Training – Nic Mills.
4. DECLARATION OF ANY CONFLICTS OF INTEREST
5. CONSENT ITEMS
 - a. Approval of Minutes of June 16, 2022.
 - b. Approval of Minutes of July 7, 2022.
6. ACTION ITEMS
 - a. Text amendments to various ordinances within Title 17 to allow model homes, temporary construction buildings, temporary tract offices, and temporary development signs as permitted uses in residential zones.
 - b. An Ordinance enacting Kaysville City Code 17-7-5, "Explosives Prohibited in Residentially Zoned Districts".
 - c. Main Street Revitalization Plan Adoption.
7. WORK ITEMS
 - a. Library Building Evaluation Presentation/Council Discussion – FFKR Architects.
8. COUNCIL MEMBER REPORTS
9. CITY MANAGER REPORT
10. ADJOURNMENT

Kaysville City is dedicated to a policy of non-discrimination in admission to, access to, or operations of its programs, services, or activities. If you need special assistance due to a disability, please contact the Kaysville City Offices at (801) 546-1235 at least 24 hours in advance of the meeting to be held.

I hereby certify that I posted a copy of the foregoing Notice and Agenda and emailed copies to media representatives on July 15, 2022.


Annemarie Plaizier
City Recorder

OPEN AND PUBLIC MEETINGS

52-4-101 ET. SEQ.



POLICY

52-4-102. Declaration of public policy.

- (1) The Legislature finds and declares that the state, its agencies and political subdivisions, exist to aid in the conduct of the people's business.
- (2) It is the intent of the Legislature that the state, its agencies, and its political subdivisions:
 - (a) take their actions openly; and
 - (b) conduct their deliberations openly.

WARD V. RICHFIELD CITY



THE PARTIES

BOYD WARD – CHIEF OF POLICE



RICHFIELD CITY COUNCIL



DID IT WORK?



TAKE AWAY

- Open and Public Meetings Act is not a “heavy stick”
- Violations can be easily cured
- While it was rude not to inform the public, no legal violation occurred when the council did not inform the public about coming out of closed session

QUESTIONS?

KAYSVILLE CITY COUNCIL
June 16, 2022

Minutes of a regular Kaysville City Council meeting held on June 16, 2022 at 7:00 p.m. in the Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT.

Council Members present: Mayor Tamara Tran, Council Member John Swan Adams, Council Member Mike Blackham, Council Member Abbigayle Hunt, Council Member Nate Jackson and Council Member Perry Oaks (via phone)

Others Present: City Manager Shayne Scott, Finance Director Dean Storey, City Attorney Nic Mills, Deputy City Recorder Chelsie Fromeyer, Assistant Finance Director Levi Ball, Community Development Director Melinda Greenwood, Information Technology Assistant Jordan Hansen, Public Works Director Josh Belnap, Steve Weir, Leslie Weir, Paul Kingston, Margort Mumfod (illegible), Emma Perkes, Alycon Pace (illegible)

PUBLIC HEARINGS

6:15 P.M. - ANNEXATION REQUEST FOR PARCEL NUMBER 11-041-0026 LOCATED AT APPROXIMATELY 775 EAST OXFORD DRIVE

Community Development Director Melinda Greenwood explained that this public hearing is for the consideration of an annexation request for Parcel Number 11-041-0026, located at approximately 775 East Oxford Drive. The proposal is to annex a 1.14-acre portion of property currently owned by LPM Corporation. The intent of the annexation is to create two to three more single-family dwelling lots at the end of a cul-de-sac street. If the annexation is approved, the applicant will have to go through a subdivision process for approval. The zone for the property will be assigned when the annexation is approved.

Mayor Tran opened the Public Hearing for this item.

Steve Weir, living at 771 East Oxford Drive, said that when this subdivision was built there were covenants put into place and asked if the new homes would be required to adhere to those same covenants.

Leslie Weir said that the parcel which this portion of property is proposed to be annexed from is currently is being used for both agricultural and residential uses. Mrs. Weir stated that she is concerned that the current owners will try to continue to use these new lots for agricultural uses. This is a residential area and it needs to be used and kept as a residential area. Mrs. Weir asked if the new homes would be required to be built within a certain timeframe.

Council Member Adams made a motion to close the Public Hearing for this item at 6:21 p.m., seconded by Council Member Hunt and passed unanimously.

6:30 P.M. – REDEVELOPMENT AGENCY BUDGET HEARING

Finance Director Dean Storey explained that there are a series of Public Hearings being held tonight in regards to the Fiscal Year 2023 budgets. This first budget hearing pertains to the consideration of the Redevelopment Agency's budget for Fiscal Year 2023. The Redevelopment Agency is a tool the city uses for economic development in the city. The Fiscal Year 2023 budget includes an amount of \$135,000 of tax increment revenue and corresponding expenditures of that same amount.

Mayor Tran opened the Public Hearing for this item.

There were no comments or questions from the public.

Council Member Jackson made a motion to close the Public Hearing for this item at 6:32 p.m., seconded by Council Member Blackham and passed unanimously.

6:35 P.M. – MUNICIPAL BUILDING AUTHORITY BUDGET HEARING

Dean Storey explained that the Municipal Building Authority was created as an entity to assist in municipal building projects. It accounts for the funds related to these projects as well as the debts associated with them. The first item under consideration tonight includes amendments to the Kaysville City Municipal Building Authority Budget for FY 2022. The amendment includes an additional \$45,000 carryover, which is from a portion of the construction costs from the city hall renovation project. The second item under consideration is in regards to the FY 2023 budget for the Municipal Building Authority, which includes lease payments for the principal and debt service towards the police station building as well as the city hall renovation.

Mayor Tran opened the Public Hearing for this item.

There were no comments or questions from the public.

Council Member Adams made a motion to close the Public Hearing for this item at 6:38 p.m., seconded by Council Member Hunt and passed unanimously.

6:40 P.M. – KAYSVILLE CITY COUNCIL BUDGET HEARING FISCAL YEAR 2023 – ENTERPRISE FUNDS INTER-FUND SERVICES AND TRANSFERS

Dean Storey explained that the state requires that a separate budget hearing be held in relation to the city's enterprise fund activity. This accounts for any activity between the enterprise funds and governmental funds. There are two types of transfers: reciprocal and non-reciprocal transfers.

Mayor Tran opened the Public Hearing for this item.

There were no comments or questions from the public.

Council Member Blackham made a motion to close the Public Hearing for this item at 6:42 p.m., seconded by Council Member Hunt and passed unanimously.

6:45 P.M. – KAYSVILLE CITY COUNCIL BUDGET HEARING – AMENDMENTS TO FY 2022 BUDGETS AND CONSIDERATION OF FY 2023 BUDGETS

Dean Storey explained that this budget hearing pertains to the proposed budget for the city. This includes amendments to the FY 2022 budgets and consideration of the FY 2023 budgets. Staff was very recently notified by Fruit Heights City that they have contracted with Farmington City for fire protection services. We therefore have removed from the FY 2023 budget the charges for services previously expected from Fruit Heights in the amount of \$465,000. Also included in the FY 2023 budget is the additional revenue in our water fund, which is a result of the water rate increase. The budget currently has a deficiency of about \$1.3 million, which will need to be paid for through fund balance or through going through the Truth and Taxation process.

Mayor Tran opened the Public Hearing for this item.

Steve Weir asked if the RAMP Tax is included in this budget and if it shows where the expenditures would be going.

Mayor Tran responded that the money would be collected over the next year and any expenditures will be reviewed by the committee for approval in 2023.

There were no comments or questions from the public.

Council Member Hunt made a motion to close the Public Hearing for this item at 6:50 p.m., seconded by Council Member Adams and passed unanimously.

CITY COUNCIL MEETING – 7:00 P.M.

OPENING

Council Member Jackson opened the meeting with a thought and prayer, and led the audience in the pledge of allegiance.

CALL TO THE PUBLIC

Nothing was brought under this item.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts were disclosed.

CONSENT ITEMS

Council Member Adams made a motion to approve the following consent items:

- a. Approval of Minutes of May 19, 2022.

The motion was seconded by Council Member Jackson.

The vote on the motion was as follows:

Council Member Oaks, yea
Council Member Blackham, yea
Council Member Adams, yea
Council Member Hunt, yea
Council Member Jackson, yea

The motion passed unanimously.

B. APPROVAL OF A CHANGE ORDER FOR MUTTON HOLLOW ROAD PROJECT

Josh Belnap explained that as part of the Mutton Hollow road project, plans originally called for excavating out all of the wet and clay-like materials, as well as old and compromised road base from the roadway between Main Street and Fairfield. These design depths were based off approximately ten core samples that were taken from Mutton Hollow prior to the completion of design. As construction has progressed, the subsurface conditions appear to be even worse than anticipated. Staff is concerned that not addressing the issue properly will lead to future damages to the road surface and underground utilities. We have discussed this closely with the contractor, vendors and a geotechnical firm, and it is recommended to add a geo-grid material down on the subgrade, then place the granular and road base materials on top of the grid before paving. This is a common practice in the industry, but the grid does increase the cost. The price increase was to be \$130,000, but Staff again worked closely on this and was able to identify a type of geo-grid that would reduce the amount of dirt needing to be excavated. This would reduce the cost from \$130,000 to \$29,627.25. Staff is recommending approval of this change order to better stabilize and prolong the projected lifespan of this roadway.

Council Member Blackham made a motion to approve a Change Order for the Mutton Hollow Road Project, seconded by Council Member Adams.

The vote on the motion was as follows:

Council Member Blackham, yea
Council Member Adams, yea
Council Member Hunt, yea
Council Member Jackson, yea
Council Member Oaks, yea

The motion passed unanimously.

ACTION ITEMS

Council Member Adams made a motion to move Action Item “F” to be considered before Action Item “A”, seconded by Council Member Jackson and passed unanimously.

ANNEXATION PETITION FROM LPM CORPORATION FOR PARCEL NUMBER 11-041-0026 LOCATED AT APPROXIMATELY 775 EAST OXFORD DRIVE

Melinda Greenwood explained that a public hearing was held earlier tonight in regards to this item, which is required by state code. John Gufaston of LPM Corporation submitted an application to the city in March to annex a 1.14-acre portion of Parcel ID #11-041-0026. The proposed annexation is located at approximately 775 East Oxford Drive, at the end of the Oxford Drive cul-de-sac. Though the entire parcel is 25.375 acres, LPM Corporation is only asking to annex a small area on the northeast corner of their parcel. The intent for the annexation is to create two or three additional buildable single-family lots. The annexation process requires that the city assign a zoning district when the annexation ordinance is approved. The surrounding area is zoned R-1-8, and Staff is recommending that the same be assigned for the requested annexation area. If approved for annexation, the applicant will need to go through a subdivision process to subdivide the property into buildable lots.

Mayor Tran opened the public comment period for this item.

Steve Weir said that on the annexation plat there is a small triangular piece of land that is recorded as being owned by “PPMC” and asked how the property could be annexed when there is a third party ownership involved.

There were no further comments or questions from the public. Mayor Tran closed the public comment period for this item.

Council Member Adams said that the homes on this street were built into a subdivision with covenants in place and asked if those same covenants would apply to these new lots.

Melinda Greenwood said that these subject parcels were not part of the King Clarion Subdivision and therefore would not be subject to their subdivision covenants. The aforementioned triangular piece, as well as the piece that surrounds it, already exist inside Kaysville City boundaries and are not being considered with this annexation.

Attorney Nic Mills added that it is his understanding that “PPMC” is a subsidiary, or has a common ownership, with LPM Corporation.

Melinda Greenwood said that when the owner applies for subdivision application, they could choose to apply with their own subdivision, separate from the King Clarion Subdivision, or could choose to submit a subdivision amendment to the King Clarion Subdivision. Should they choose to submit an amended subdivision plat, they would then be subject to the same subdivision covenants as the King Clarion Subdivision. The proposed R-1-8 zoning is consistent with the surrounding zoning in this area. Staff has received two inquiries from neighboring residents regarding the annexation. Both expressed concerns and objections to Oxford Drive becoming a through road.

Paul Kingston, the applicant, said that there is currently a utility easement on this property and asked if the city anticipates needing that easement.

Melinda Greenwood responded that if there is a utility easement on the property, it is unlikely that the city would be willing to give that up. However, city staff would not be able to consider the removal of a city easement until Staff reviews the subdivision plat. There are utilities already in place in this area and therefore it would be unlikely that the utility easement could be moved either.

Council Member Adams asked about the timeframe to build these homes.

Paul Kingston said they hope to build the homes quickly.

Council Member Jackson asked about using the land for agricultural purposes.

Paul Kingston said that these parcels would only be for residential use. Any agricultural use would remain on their land to the West.

Council Member Blackham made a motion to approve the annexation petition from LPM Corporation for Parcel Number 11-041-0026 located at approximately 775 East Oxford Drive, with the R-1-8 zoning designation. The motion was seconded by Council Member Adams.

The vote on the motion was as follows:

Council Member Adams, yea
Council Member Hunt, yea
Council Member Jackson, yea
Council Member Oaks, yea
Council Member Blackham, yea

The motion passed unanimously.

A RESOLUTION AMENDING THE KAYSVILLE CITY BUDGETS FOR FISCAL YEAR 2022

Dean Storey said that a public hearing was held for this item earlier tonight, and no comments were received. The proposed resolution approves the amendment of the Kaysville City Budgets for Fiscal Year 2022.

Mayor Tran opened the public comment period for this item.

There were no comments or questions from the public.

Council Member Adams made a motion to approve a Resolution amending the Kaysville City Budgets for Fiscal Year 2022, seconded by Council Member Hunt.

The vote on the motion was as follows:

Council Member Hunt, yea
Council Member Jackson, yea
Council Member Oaks, yea
Council Member Blackham, yea
Council Member Adams, yea

The motion passed unanimously.

A RESOLUTION ADOPTING FY 2023 COUNCIL APPROVED POSITIONS,
COMPENSATION SCHEDULES FOR CITY OFFICIALS AND EMPLOYEES, AND A
COMPENSATION PROGRESSION PLAN

Dean Storey explained that as part of the Fiscal Year 2023 budget, there is included a human resource schedule, a compensation plan and a pay progression plan.

Mayor Tran opened the public comment period for this item.

There were no comments or questions from the public.

Council Member Jackson asked about the compensation plan.

Dean Storey responded that the compensation plan includes the proposed 4.75% market adjustment. Money has been allocated in the budget to include the proposed market adjustment, along with merit and discretionary funds.

Council Member Jackson suggested in an effort to try to be conservative with our budget, that the council consider removing the discretionary pay for the FY 2023 budget.

Dean Storey said that the discretionary pay is outlined in the Progression Plan. It states that on an annual basis, the percentages are determined by market salary conditions and budget availability.

Council Member Jackson asked about how much the city would be saving in the budget if this portion of the Progression Plan were to be removed for the upcoming year.

Dean Storey responded that the city would save no more than \$150,000.

Council Member Jackson made a motion to approve a Resolution adopting the FY 2023 Council Approved Positions, Compensation Schedules for City Officials and employees, and a Compensation Progression Plan, but to pause the discretionary funding of 1.5%, and adjust the merit to a flat 2% increase for the 2023 Fiscal Year budget. The motion was seconded by Council Member Oaks.

Council Member Blackham asked about the department discretionary pay.

Dean Storey responded that a couple years ago, the city implemented a department discretionary pay in addition to merit increases. Most employees, if they meet all expectations, would receive merit pay. If an employee were between the beginning and middle of their salary range, they would receive 3%. If they are between the middle and top of their salary range, they could receive up to 2.5%. In addition to that, if some employees display an overall performance that is above standard, we allow departments to have discretionary money to reward outstanding employees. However, these instances do not occur often and department heads are not obligated to reward discretionary pay.

Council Member Blackham asked about the incentive allowance.

Dean Storey responded that the incentive allowance is separate from the Progression Plan. Incentive allowance allocates \$600 per employee, which could be rewarded by a department head to an employee, or group of employees that demonstrate exceptional effort beyond what is normally expected for the job for a unique event or over a sustained period of time. Instead of limiting both the discretionary and merit increase, Staff would recommend that the council pause the discretionary pay for a year, and rather allow department heads to approve merit increases on a sliding scale from 0% to 3.5%, based off their own discretion.

Council Member Blackham proposed that the motion be amended to include Staff's recommendation.

Council Member Jackson amended his motion to approve a Resolution adopting the FY 2023 Council Approved Positions, Compensation Schedules for City Officials and employees, and a Compensation Progression Plan, but to pause the discretionary funding, and to have the merit increase on a 0% - 3% sliding scale based on the discretion of the department head. The amended motion was seconded by Council Member Oaks.

The vote on the motion was as follows:

Council Member Jackson, yea
Council Member Oaks, yea
Council Member Blackham, yea
Council Member Adams, yea
Council Member Hunt, yea

The motion passed unanimously.

A RESOLUTION ADOPTING THE CONSOLIDATED FEE SCHEDULE FOR FISCAL YEAR 2023

Dean Storey explained that a summary of proposed changes to the Consolidated Fee Schedule has been provided to the council for review. Those changes include adjustments to cemetery fees, parks and recreation fees, land use amendment fees, as well as a water rate increase. Staff is recommending that Staff approve the changes to the fee schedule as proposed.

Mayor Tran opened the public comment period for this item.

There were no comments or questions from the public.

Council Member Jackson asked about the water rate increase.

Dean Storey responded that the city has completed some necessary infrastructure improvements, and those improvements have had to be funded through the city's reserve funds. Staff feels that it has become necessary to increase water rates in order to cover the cost of some of these improvement projects. The proposed water rate increase will not cover the entire cost of the improvements; the city will still be using retained earnings of about \$1.4 million dollars. This water rate increase is projected to generate about \$300,000.

Council Member Adams made a motion to approve a Resolution adopting the Consolidated Fee Schedule for Fiscal Year 2023, seconded by Council Member Jackson.

The vote on the motion was as follows:

Council Member Oaks, yea
Council Member Blackham, yea
Council Member Adams, yea
Council Member Hunt, yea
Council Member Jackson, yea

The motion passed unanimously.

A RESOLUTION ADOPTING MODIFIED TENTATIVE BUDGETS FOR FISCAL YEAR 2023

ADOPTION OF THE 2022 CERTIFIED TAX RATE FOR KAYSVILLE CITY AND THE FISCAL YEAR 2023 BUDGETS

Dean Storey explained that these two action items are being considered together because in recent budget discussions there has been some debate as to whether the city should fill the budget deficit through a tax increase or by using fund balance. The Council will need to decide if the city is going to move forward with the Truth in Taxation process. There has been two separate resolutions prepared for each scenario.

Mayor Tran opened the public comment period for this item.

There were no comments or questions from the public.

Council Member Hunt asked about the cost for holding Truth in Taxation.

Shayne Scott responded that holding a Truth in Taxation does not cost the city anything. The county is responsible for sending out notices for Truth in Taxation.

Council Member Hunt said that it seems that we are facing an economic downturn and as a city council, we are responsible in making sure that we go over our budgets very carefully. There is a

deficiency in our budget and we have made efforts in trying to find the funds to fill that gap.

Council Member Hunt made a motion to approve a Resolution adopting modified tentative budgets for Fiscal Year 2023, and to wait to adopt the final budget until a Truth in Taxation is held, with the stipulation that the council continue to review the budget to try to find places where we might be able to lessen the deficit. Council Member Jackson seconded the motion.

Council Member Blackham said that he feels that the city shouldn't be taking money out our residents' pockets right now, and feels that the city has the money needed to cover the deficit without putting the city in a bad position financially. There are many unknowns right now and we shouldn't be taking more money from our residents with current inflation costs. The city will have to do a tax increase next year regardless, but by then we might have reasoning that is more specific and a more exact amount of what that increase will need to be. Council Member Blackham says that he feels that there is more money that could still be saved in the city budget, and feels that there is no reason to go through a Truth in Taxation process this year.

Council Member Jackson said that he is disappointed with Fruit Heights' decision to withdraw Kaysville City fire protection services. Both cities have worked together on different things for many years, and we have had an established agreement with Fruit Heights for fire protection services since the 1950s. We have worked hard to develop that relationship and make sure that we are very responsive as a city. It is disappointing that Fruit Heights waited until the last possible moment to inform us that they would be removing our agreement. That is their choice, but we have been asking them for several months what their plans were. What their decision means for Kaysville is that it adds \$465,000 to our deficit amount. If the economy continues to trend, we will be worse off financially next year. It would not be smart for the city to continue to spend our reserves. Council Member Jackson said that he would rather like to see the city use reserve money in the future should we need it to keep our employees and ensure we are covering operational costs for our basic necessities. Council Member Jackson said that he would like to have more time to review the budget and continue this discussion, especially now that we have even more of deficiency since Fruit Heights has severed our fire services agreement.

Council Member Hunt said earlier this year the council approved a salary increase for our police officers and we are now taking on that additional expense. Our employees are valuable to the city and many are taking on additional jobs to try to help cover costs. Considering the budget is not something the council takes lightly and we will continue to look for ways to save in the budget. If the economy continues on the path it is on, raising taxes next year will be even more of a burden because we are going to have to raise taxes even higher next year to cover costs from the deficiency from this year.

Council Member Oaks said that he feels that inflation costs will continue to rise over the next year. We are already in a recession and things will just get worse. However, raising taxes at any time is a hard thing to do.

Mayor Tran said that she doesn't agree that now is the time to be spending our reserves because things will likely worsen in the upcoming months. The economy will continue to worsen and next year it will be even more difficult to consider the need to raise taxes. We are trying to be conservative, but also be responsible. Holding a Truth in Taxation hearing helps to give us more options. It could allow us to take some of the money from our savings towards our deficit, but still

capturing a small tax increase. It could also allow us to look at our tax rate and consider not accepting a new tax rate. It would help to show our residents that we are doing everything we can to avoid further and higher tax increases.

Council Member Blackham said that there is about \$5.5 million in reserves and after using it towards the fiscal year 2023 deficiency in the budget, it would be at about \$4.4 million.

Dean Storey said that the city has also had to use fund balances towards the fiscal year 2022 budget, which reduces that balance.

The vote on the motion was as follows:

Council Member Blackham, nay
Council Member Adams, nay
Council Member Hunt, yea
Council Member Jackson, yea
Council Member Oaks, nay

The motion failed with a vote of three to two.

Council Member Blackham made a motion to adopt the 2022 Certified Tax Rate for Kaysville City and the Fiscal Year 2023 Budgets, seconded by Council Member Adams.

The vote on the motion was as follows:

Council Member Adams, yea
Council Member Hunt, yea
Council Member Jackson, yea
Council Member Oaks, yea
Council Member Blackham, yea

The motion passed unanimously.

COUNCIL MEMBER REPORTS

Mayor Tran commented that former Mayor Steve Hiatt has helped to plan the 4th of July Patriotic Devotional, which will be held on July 3, 2022 at 7:00 p.m. at the Davis High School Auditorium. The special guest speakers will be Utah Governor Spencer Cox and Colonel Craig Andrie.

ADJOURNMENT

Council Member Oaks made a motion to adjourn the City Council meeting at 8:21 p.m., seconded by Council Member Blackham and passed unanimously.

KAYSVILLE CITY
REDEVELOPMENT AGENCY BOARD MEETING
June 16, 2022

Minutes of a Kaysville City Redevelopment Agency Board Meeting held on June 16, 2022 at 8:21 p.m. in the City Council Chambers of the Kaysville City Municipal Center at 23 East Center Street, Kaysville, UT.

Board Members present: Chairperson Tamara Tran, John Swan Adams, Mike Blackham, Abbigayle Hunt, Nate Jackson and Perry Oaks (via phone)

Others Present: City Manager Shayne Scott, Finance Director Dean Storey, City Attorney Nic Mills, Deputy City Recorder Chelsie Fromeyer, Assistant Finance Director Levi Ball, Community Development Director Melinda Greenwood, Information Technology Assistant Jordan Hansen

OPENING

Chairperson Tran opened the meeting by welcoming those present.

**A RESOLUTION ADOPTING A BUDGET FOR THE KAYSVILLE CITY
REDEVELOPMENT AGENCY FOR FISCAL YEAR 2023**

Finance Director Dean Storey explained that this resolution is to adopt the budget for the Kaysville City Redevelopment Agency for Fiscal Year 2023.

Board Member Adams made a motion to approve a Resolution adopting a budget for the Kaysville City Redevelopment Agency for Fiscal Year 2023, seconded by Board Member Blackham.

A vote on the motion was as follows:

Board Member Oaks, yea
Board Member Blackham, yea
Board Member Adams, yea
Board Member Hunt, yea
Board Member Jackson, yea

The motion passed unanimously.

ADJOURNMENT

Board Member Adams made a motion to adjourn the Kaysville City Redevelopment Agency Board Meeting at 8:22 p.m., seconded by Board Member Jackson and passed unanimously.

KAYSVILLE CITY
MUNICIPAL BUILDING AUTHORITY BOARD MEETING
June 16, 2022

Minutes of a Kaysville City Municipal Building Authority Board Meeting held on June 16, 2022 at 8:22 p.m. in the City Council Chambers of the Kaysville City Municipal Center at 23 East Center Street, Kaysville, UT.

Board Members present: Chairperson Tamara Tran, John Swan Adams, Mike Blackham, Abbigayle Hunt, Nate Jackson and Perry Oaks (via phone)

Others Present: City Manager Shayne Scott, Finance Director Dean Storey, City Attorney Nic Mills, Deputy City Recorder Chelsie Fromeyer, Assistant Finance Director Levi Ball, Community Development Director Melinda Greenwood, Information Technology Assistant Jordan Hansen

OPENING

Chairperson Tran opened the meeting by welcoming those present.

A RESOLUTION AMENDING THE BUDGET FOR THE KAYSVILLE CITY MUNICIPAL BUILDING AUTHORITY FOR FISCAL YEAR 2022

Finance Director Dean Storey explained that this proposed resolution is to amend the Fiscal Year 2022 budget. This amendment includes an additional \$45,000 of carryover from the construction of the city hall renovation project.

Board Member Adams made a motion to approve a Resolution amending the Budget for the Kaysville City Municipal Building Authority for Fiscal Year 2022, seconded by Board Member Hunt.

A vote on the motion was as follows:

Board Member Blackham, yea
Board Member Adams, yea
Board Member Hunt, yea
Board Member Jackson, yea
Board Member Oaks, yea

The motion passed unanimously.

A RESOLUTION ADOPTING A BUDGET FOR THE KAYSVILLE CITY MUNICIPAL BUILDING AUTHORITY FOR FISCAL YEAR 2023

Dean Storey explained that the proposed resolution is to adopt the budget for the Kaysville City Municipal Building Authority for Fiscal Year 2023. It includes lease payments for the principal and debt service towards the police station building as well as the city hall renovation.

Board Member Adams made a motion to approve a Resolution adopting a budget for the Kaysville City Municipal Building Authority for Fiscal Year 2023, seconded by Board Member Hunt.

A vote on the motion was as follows:

Board Member Adams, yea
Board Member Hunt, yea
Board Member Jackson, yea
Board Member Oaks, yea
Board Member Blackham, yea

The motion passed unanimously.

ADJOURNMENT

Board Member Oaks made a motion to adjourn the Kaysville City Municipal Building Authority Board Meeting at 8:24 p.m., seconded by Board Member Blackham and passed unanimously.

KAYSVILLE CITY COUNCIL

July 7, 2022

Minutes of a regular Kaysville City Council meeting held on July 7, 2022 at 7:00 p.m. in the Council Chambers in Kaysville City Hall at 23 East Center Street, Kaysville, UT.

Council Members present: Mayor Tamara Tran, Council Member John Swan Adams, Council Member Mike Blackham, Council Member Nate Jackson and Council Member Perry Oaks

Excused: Council Member Abbigayle Hunt

Others Present: City Manager Shayne Scott, City Attorney Nic Mills, City Recorder Annemarie Plaizier, Community Development Director Melinda Greenwood, Police Chief Sol Oberg, Information Technology Assistant Jordan Hansen, Lieutenant Paul Thompson, Officer Peydun VanHoff, Officer Kalawai Delos Santos, Officer Jared Jensen, Matthew Clifton, Kristyn Clifton, Paul Clifton, Melissa Garl(illegible), David VanHoff, Nolan North, Kimberly North, Katrena Faddis, James Henderson, Austin VanHoff, Emmett VanHoff-Davis, Hannah Smith(illegible), Tyler Lewis, Elizabeth Marsh

OPENING

Council Member Adams opened the meeting with a thought and prayer, and led the audience in the pledge of allegiance.

CALL TO THE PUBLIC

Nothing was brought under this item.

PRESENTATIONS AND AWARDS

SWEARING-IN OF NEW POLICE OFFICER PEYDUN VANHOFF

Police Chief Sol Oberg introduced Peydun VanHoff as their new police officer who just recently graduated from the academy.

City Recorder Annemarie Plaizier administered the Oath of Office to Officer VanHoff.

PRESENTATION TO CHRIS MONTGOMERY FOR RECEIVING HIS FIRE OFFICER I CERTIFICATION

This item was postponed.

DAVIS REMEMBERS 9/11 MEMORIAL EVENT PRESENTATION – MAJOR BRENT TAYLOR FOUNDATION

The presenters for this item were not in attendance.

DECLARATION OF ANY CONFLICTS OF INTEREST

No conflicts were disclosed.

CONSENT ITEMS

Council Member Adams made a motion to approve the following consent items:

- a. Approval of Minutes of June 2, 2022.

The motion was seconded by Council Member Oaks.

The vote on the motion was as follows:

Council Member Oaks, yea
Council Member Blackham, yea
Council Member Adams, yea
Council Member Jackson, yea

The motion passed unanimously.

ACTION ITEMS

REZONE OF 42 NORTH ANGEL STREET FROM R-A (AGRICULTURAL RESIDENTIAL) TO THE R-1-14 (SINGLE FAMILY RESIDENTIAL) ZONE DISTRICT – CODY CLIFTON

Community Development Director Melinda Greenwood explained that Cody Clifton submitted a rezone application to change the zone of his property at 42 North Angel Street from R-A (Agricultural Residential) district to the R-1-14 (Single Family Residential District). The property is 0.554 acres and the rezone would allow for the Clifton's to do a lot-line adjustment to reduce the size of the lot to 0.39 acres, creating a smaller and more affordable lot. There are two flag-lots which sit behind this property, and the intent is to build a home on the vacant middle lot. At the June 9, 2022 Planning Commission meeting, the Planning Commission held a Public Hearing and voted unanimously to recommend approval of the rezone request. No public comments were received on this item.

Paul Clifton commented that his son plans to build a home on the vacant lot.

Mayor Tran opened the public comment period for this item.

There were no comments or questions from the public. Mayor Tran closed the public comment period for this item.

Council Member Adams made a motion to approve a request to rezone property located at 42 North Angel Street from R-A (Agricultural Residential) to the R-1-14 (Single Family Residential) zone district for Cody Clifton, seconded by Council Member Jackson.

The vote on the motion was as follows:

Council Member Blackham, yea
Council Member Adams, yea
Council Member Jackson, yea
Council Member Oaks, yea

The motion passed unanimously.

Paul Clifton thanked city Staff for their help through this process, especially the Community Development Department who have been patient and good to work with.

A RESOLUTION AMENDING FY 2023 COMPENSATION SCHEDULE FOR CITY OFFICIALS AND EMPLOYEES

City Manager Shayne Scott said that there are a few city positions that need to have their compensation schedule updated for Fiscal Year 2023. The first one is for the mental health therapist. When the mental health therapist position was originally approved, a pay range was not established due to the unique nature of this position. The city started employment for this employee at the same range as the only other comparable municipal therapist in the Wasatch Front. The City would like to establish an appropriate and comparable pay range for this position now that we have had more time to research comparable positions. The suggested range is that of West Valley City, adjusted for the 4.75% cost of living increase, which is the best comparable at this time. The next position for consideration is for a substation technician supervisor. The city recently hired an employee to manage the power substation. In the hiring process, it was apparent that the current pay scale for the Journeyman Substation Technician was not high enough to attract the required skillset. In order to hire someone, Staff agreed that they would be compensated equivalent to a Senior Line Supervisor. This proposal establishes the new position called "Substation Technician Supervisor" so that this employee fits within our approved compensation plan. The last positions to be considered are for Journeyman and Apprentice Lineman. Because of the previous change to the compensation plan for the Substation Technician Supervisor, Staff felt it best to adjust the Journeyman and Apprentice Lineman positions as well. These changes do not increase the pay scales for these positions, but it is simply breaking them out and establishing a range rather than a fixed set amount. This gives the power director the ability to adjust pay within that range if he feels an employee is not performing at the level expected. The maximum salary range has not changed.

Mayor Tran opened the public comment period for this item.

There were no comments or questions from the public.

Council Member Blackham said that he feels that the city needs to collect more data in regards to the mental health therapist position before a decision is made. The council has only been presented with one comparable and it is for a city that is much larger than ours. Council Member Blackham said that he would like to see data regarding the mental health officers from Davis County.

Shayne Scott said that getting comparable data is a challenge because not many cities have created

this position yet. Until more cities do hire mental health professionals, we will not be able to get comparable data. Our current mental health therapist is a LCSW and so city Staff tried to compare this position with other LCSWs, whether they worked for the government or within the private sector. Mental health professionals are in desperate need right now. Although West Valley is a larger city, the job position is the same in both cities.

Chief Sol Oberg added that the city's Finance Department also looked at different statewide networks regarding this type of job position and felt that West Valley was the best comparable. Typically, private sector positions have a higher range than what is being proposed tonight. There are more cities looking to hire mental health positions, and we will likely have more comparable data next year. Our mental health therapist has already had three job offers, which all have offered a higher salary range, but he is committed to his job here. Staff is proposing the approval of the proposed salary range because it would allow him to be eligible for a salary increase at some point in time, because as it is now he would not be.

Council Member Blackham said that this position was given four years of grant money and if we decide to keep this position after that period of time, the city will have to figure out where to get the funds for the position.

Council Member Jackson said that there has been a dramatic increase in mental health issues and this job is important. Council Member Jackson asked about what the job position entails.

Chief Oberg responded that our mental health therapist meets with officers frequently and discusses PTSD and other mental health treatments as needed. He puts together trainings for city employees. He works with the fire department personnel. We call him to speak with some of our public safety personnel who might be struggling with a tragic incident they have had to go on. He is currently putting together a debrief of the parade incident that occurred on July 4 to present with both public safety personnel and all other city employees. He also reviews police cases, specifically involving mental health, to see how our officers responded and if he feel there are areas that we could improve. He looks to gauge threat levels and offers referrals to whomever needs it so they can get some help. He also tries to establish a relationship with their family, through either him, another therapist, or a family member, so that the next time the individual is in crisis, we have someone else who has established a relationship with them and can get in there to help. He collaborates with Davis Behavioral Health to get help for some of our population that is in need of their services.

Council Member Jackson said that the training that he's providing is very important. Incidents can escalate quickly due to mental health issues.

Council Member Oaks said that he would like to see a report of caseload numbers next year that our mental health therapist has been involved with. Council Member Oaks suggested that the city consider sharing mental health services with another city to help cover the cost.

Chief Oberg said that there might be some potential to collaborate with another city.

Council Member Adams said that every employee wants to be given opportunities to get a salary increase. The grant money that we are receiving is probably covering the majority of the cost for his salary. Council Member Adams asked how much more of an increase would this mental health

position be eligible for if this proposed amendment to the compensation schedule is approved.

Chief Oberg responded that he would be eligible for a 3% increase.

Council Member Adams said 3% is a very small amount. It is important that our employees have the mental health support they need, when they need it. When the four years is up we can decide if this position is worth keeping, but in the meantime we don't want to see a lot of turnover with our employees because we aren't willing to increase the salary range this small amount. We need to give all of our employees a chance to progress.

Council Member Jackson said that this mental health position is important and we should do what is needed in order to make these four years the best possible for this position.

Council Member Oaks made a motion to approve a Resolution amending Fiscal Year 2023 Compensation Schedule for City Officials and Employees, seconded by Council Member Adams.

The vote on the motion was as follows:

Council Member Adams, yea
Council Member Jackson, yea
Council Member Oaks, yea
Council Member Blackham, nay

The motion passed with a vote of three to one.

WORK ITEMS

MAIN STREET REVITALIZATION PLAN DISCUSSION

Shayne Scott explained that the Kaysville Main Street Revitalization Plan has been discussed for over two years now. UDOT has been involved in those discussions, as they own this portion of Main Street. Members of the community, including businesses and stakeholders have also been involved in these discussions. A draft of the Kaysville Main Street alternative was prepared and presented at a Main Street stakeholder meeting on June 23, 2022, where approximately thirty businesses and property owners attended. Much of the feedback received was in regards to parking problems in this area, and city staff has already engaged our engineering team to look for ways that we can address parking today and possibly in the future. The city incorporated feedback from the stakeholder meeting and is now presenting a draft to the City Council for discussion. While Staff feels that there will likely need to be further small amendments made to the plan, we feel that it is ready for approval so that Staff can begin to look for ways to fund this project. A cost estimate for the preferred option is \$2,363,000 in 2025 dollars. We are going to continue to engage with the community about this plan, and Staff would like to see this proposed plan adopted at the next city council meeting so that we can continue forward with this project.

Mayor Tran added that they have held open houses and discussions prior to tonight and have appreciated all the feedback received.

Council Member Oaks said that he feels that a decision needs to be made about the old library

before we move forward with approving a plan.

Shayne Scott said that we are reaching the point where something needs to be decided. The consulting firm that was hired to evaluate the old library will be coming to the next council meeting to make a report on their findings. No decision will be made at the meeting, but it will give us the information needed to make a decision. We will need to make a decision regarding the library before we move ahead much further.

Mayor Tran added that this Main Street plan will take many years to implement and it is likely that nothing will happen with the old library for at least a couple of years.

Council Member Jackson asked if diagonal parking could be installed along 100 East, and if people would be likely to park there to access Main Street.

Melinda Greenwood responded that it depends on what type of businesses are on Main Street. Some businesses bring more vitality and activity than others would.

Council Member Jackson suggested putting up direction signs indicating parking located off Main Street.

Council Member Blackham said that a plan must be adopted before we can receive any funding. Our Main Street businesses have said that they would like more parking closer to their businesses. It is possible to do so, but we need to look into getting funding for it.

Council Member Oaks said that approving this plan does not commit the city to anything.

Council Member Adams made a motion to move the Main Street Revitalization Plan to an action item, seconded by Council Member Oaks.

The vote on the motion was as follows:

Council Member Jackson, yea
Council Member Oaks, yea
Council Member Blackham, yea
Council Member Adams, yea

The motion passed unanimously

GENERAL PLAN UPDATE DISCUSSION

Melinda Greenwood explained that in February of this year, the Planning Commission and City Council met together and directed Staff to do more edits to the General Plan to condense and reorder items to provide better flow and comprehension. The Parks Masterplan was removed and made into its own separate document. In the end, the document was condensed from 168 pages to 90 pages. There is still work that needs to be done to the Appendix. On June 23, 2022, the City Council and Planning Commission held a joint work session to discuss the May 2022 draft of the General Plan. At the conclusion of the meeting, it was determined that all comments would be compiled so that the Council could discuss them individually. Staff is seeking direction on any

final edits to the Plan so that it can be presented for adoption soon. Staff has had a couple of property owners approach the city with requesting changes to their designation as outlined on the Future Land Use map within the General Plan. The first property is located just north of Smith's Marketplace on Flint Street and the owners would like their designation to be changed from single family residential to mixed use, similar to the properties across the street on the east side of Flint Street. The second property requesting a designation change is located southeast of Mare Circle where Symphony Homes has just recently acquired property. They are looking to have more flexibility on what is built on that property and are requesting that the property be designated as multi-family residential from single-family residential. The West Davis Corridor will be coming through that area, which may influence the decision for the land use change.

Council Member Adams commented that he would not be in favor of changing the designations on the Land Use Map for these two properties. The owners could come to the city requesting rezones of their properties should they wish to change the use of their property. The Land Use Map is the city's document and it does not seem appropriate to change it at the request of someone else as land use recommendations should be coming from the city.

Melinda Greenwood commented that in the past the city has not had a Future Land Use Map, such as this. A future land use map designates the type of uses you would have on the land with broad categories. It does not set a zone for any property; the zoning map does. It is more of a vision of what the city sees for properties over the next five or ten years. If the General Plan is adopted with this Future Land Use Map, when a developer wishes to rezone a property that does not match the designated use on the Land Use Map, the General Plan would have to go through an amendment process to reflect the use designation that a developer is seeking. If the General Plan amendment were approved, the developer would also have to receive approval for a rezone. Most communities will do both the General Plan amendment and the rezone processes concurrently. Having a future land use map adds an additional layer of protection for the community. The General Plan is a living document and can be changed as community circumstances, such as the pandemic, occur.

Council Member Jackson suggested showing on the map where the West Davis Corridor will be located, because it will continue to become relevant in future land use discussions.

The Council agreed not to allow the two requested land use designations on the Future Land Use Map, and to leave it as presented.

Council Member Jackson commented that is concerned that there are not more diverse future land use designations along 200 North where the West Davis Corridor on and off ramps will be located.

Melinda Greenwood said that Davis County has been working on a corridor study addressing what type of uses would be best supported near interchanges, and they will be presenting their findings to the council in the near future. Because this is a living document, city Staff and council can continue to consider and add other designated uses to areas within the city where we would like to see them long-term.

Council Member Blackham commented that he would like the drawings on pages 22 and 23 removed from the plan because they depict restricting vehicle traffic to one lane on north Main Street. The city hopes that eventually we will be able to acquire the property needed to expand this area of Main Street to two-lanes. Council Member Blackham said that he would also like to

see a statement put at the front of the plan stating that the General Plan is used as a guideline and not implementing mandatory regulations. He suggested that on page 7, changing the word “blueprint” to “guide” in the first paragraph. On page 16, under the Commercial heading, in the eighth sentence, change the word “will” to “could”. Council Member Blackham said that he would also like to see pages 46 through 53 be removed because these statistics will become outdated after the first year.

Melinda Greenwood suggested that that information on the referenced pages at least be included in the Appendix. It is common to have this type of statistical data within General Plans, and it is something that will continue being updated. Because the state has been so focused on cities creating attainable and affordable housing, keeping this section helps us in trying to meet some of the state’s expectations in regards to addressing moderate-income housing within our General Plan.

Three of the five council members agreed to keep pages 46 to 53 in the General Plan.

Melinda Greenwood said that Planning Commissioner Cody Branch felt that the term “city center” should be defined better and felt that it was more limiting than the previous General Plan.

The council discussed Planning Commissioner Branch’s comment and felt it best to leave the language as is.

Melinda Greenwood said that Planning Commissioner Doxey had expressed that the Planning Commission and Staff have put a lot of work into the General Plan, and there is statistically relevant feedback from Kaysville residents that should not be minimized.

Mayor Tran said that Council Member Hunt expressed concerns on page 52 with the terminology of “west side”, and that it could come across as dividing the city. We could change this to say “west of I-15” or “east of I-15”.

Melinda Greenwood said that it could be restated to make it more apparent in this section that we are referring that open or developable acreage is located west of I-15 or between the West Davis Corridor and I-15.

Council Member Oaks said that on the page 15 the term “conservation subdivision” is used and asked if there needs to be a definition of what it means.

Melinda Greenwood explained what a conservation subdivision is. The council agreed to leave the language as presented.

Council Member Oaks said that on page 21, the map in Figure 2.2 references “multimodal node improvements” and asked what those would be.

Melinda Greenwood responded that multimodal node improvements refers to the city considering all transportation methods to see how they might be incorporated.

Council Member Oaks asked about Goal 3 on page 28, Goal 3.

Melinda Greenwood said that Goal 3 is essentially saying that we will look to our neighbors to have an open dialogue.

Council Member Jackson said that we still want to focus on strategic planning of our city and think long-term of what is best for our community as a whole.

The council decided to leave the language on page 28 as is.

Council Member Oaks said that he would like to see Goal 8 on page 29 be removed because he is not sure how this can be accomplished without having subsidized housing in the city

Melinda Greenwood recommending leaving Goal 8 in the Plan because it helps to respond to the state's requirements on cities in addressing affordable and moderate-income housing.

Council Member Oaks said he does not feel that it is practical.

Council Member Jackson said that he feels that Goal 8 should be left in the General Plan because the state is putting more pressure on cities in regards to affordable and moderate-income housing, and it is likely that the state would require us to have this Goal within our General Plan at some point in the near future.

Council Member Adams said that while he understands both sides, he feels that Goal 8 is something that we would like for the city. We would like to see a development come in with 1,200 square foot single-level homes.

Council Member Blackham commented that he is concerned that someone would try to use Goal 8 against the city.

Council Member Jackson said that the state legislature is getting a lot of pressure from the federal government because of federal monies that the state receives with specific conditions. This is pressuring the state to force more communities, such as ours, to develop in the way they would like to see. The state wants to continue to receive that federal money, which is concerning for the future of many communities.

The council took a vote on keeping Goal 8 in the General Plan as is. The vote was three to two, with the Mayor being the tie-breaking vote.

Council Member Oaks asked why on page 60, Map 4.2, it shows the Wilderness Park as "open space" rather than a public park.

Melinda Greenwood said that she was unsure and would need to speak with the Parks Director to see if there is a reason for the differentiation.

Council Member Jackson said that Staff should ensure that changing the term does not disqualify the Wilderness Park from qualifying for potential funding.

Melinda Greenwood suggested changing the designation on the map for the Wilderness Park from "open space" to "Wilderness Park".

Council Member Adams suggested also changing the color of the Wilderness Park on the map.

The council agreed with the suggested changes to Map 4.2 on page 60, with the stipulation that Staff ensures that the changes suggested would not create potential problems for funding for the Wilderness Park.

Council Member Blackham made a motion to move this item to an action item, with the recommended changes to the plan as discussed. The motion was seconded by Council Member Jackson.

The vote on the motion was as follows:

Council Member Oaks, yea
Council Member Blackham, yea
Council Member Adams, yea
Council Member Jackson, yea

The motion passed unanimously.

JUNETEENTH DISCUSSION

Shayne Scott explained that earlier this year the Utah Legislature passed a bill recognizing Juneteenth as a state holiday. Now that the holiday has passed, Staff has received more feedback and data from other cities throughout the state. The data showed that, at the time of the survey, seventy-five cities had approved Juneteenth as a paid holiday, less than ten cities had not, and seven cities said that they were going to reassess next year. Of the seventy-five cities, sixty-six were adding it as a new paid holiday and nine cities gave up one of the other holidays for Juneteenth. Many of the other cities indicated that because their HR manuals stated that their cities recognized all state holidays, they did not have to consider making any changes.

Council Member Blackham suggested that the city recognize Juneteenth without it being a paid holiday for our employees. Council Member Blackham said that he is not interested in adding another paid holiday for employees because he feels it would cost the city more money, work is not getting done as is, and employees already get enough personal time off. It seems that some of the workload is not being kept up on during the summer months, and adding another paid holiday during this time will just add to the problem.

Shayne Scott said that North Salt Lake held a celebration honoring Juneteenth and remained open for the holiday. A couple cities decided to remove eight hours of personal time off from each employee in exchange of the city offices closing for Juneteenth. Mr. Scott suggested that the council allow city Staff to respond with their preference of what they would prefer to do.

Council Member Jackson commented that taking eight hours of personal time from an employee would be detrimental to some employees, especially if they are new and have not accrued any time off. Council Member Jackson said that he would support the city recognizing Juneteenth as a paid holiday. When the Department of Defense considers bringing more work to Hill Air Force Base or the surrounding area, they look at issues involving race and community acceptance. They could

easily factor in which cities are recognizing Juneteenth, which could have a negative impact on our region.

Mayor Tran said that the city could have employees choose if they would rather have Juneteenth or another holiday off. Juneteenth is important to members in our community and the city needs to recognize it.

Council Member Oaks said that he does not have a problem recognizing the holiday, but agrees with the concerns expressed by Council Member Blackham in that the city does not need to fund another day off for employees. The idea of taking eight hours of personal time off from employees would be a viable option; however, some employees do not want to be told when they will be using some of their personal time. When the council discussed this earlier this year, we were told that employees preferred not to trade Columbus Day for Juneteenth. Council Member Oaks said that he is concerned that the city is being pressured by public perception to create another paid holiday. Recently a newspaper published about some groups keeping an eye on cities who do not acknowledge Juneteenth. The council needs to run our city how we feel is best.

Council Member Jackson said that we could run into a problem of not having enough staff to have city offices open if we allow employees to choose which holiday they want off.

Shayne Scott said that our department heads would need to work with their employees, evaluate workloads, and then ensure that they have enough staff on the holidays some employees wish to have off.

Council Member Oaks suggested having a rotation of holiday office closures.

Council Member Jackson said he felt that rotating office closures for holidays would be too confusing for residents and it likely create a disruption in the workload.

Shayne Scott said that most city buildings could likely be closed on holidays with little impact. The key building that would need to be open would be the administrative building. We would need to work together as Staff to ensure that we would have enough employees working.

Council Member Adams said that he was against the idea of forcing our employees to choose which holiday to take off just so the city can stay open. It gives the idea that an employee would be showing their support for the holiday by choosing to take it off or not. Some could also perceive that by keeping the office open, we are not showing respect for the holiday, especially if the city does not do anything to recognize the holiday. Council Member Adams said that he would like the city do some kind of celebration for Juneteenth. Council Member Adams said that he would also be in favor of having employees use personal time off for Juneteenth.

Council Member Blackham said that he agrees that something needs to be sent to employees asking about what they would like to see, because they will be the ones effected by these suggestions.

Shayne Scott suggested that the HR manual is updated to reflect the decision made.

Mayor Tran added that she had spoken with many city employees who have expressed that how important this holiday is to them and it is important that the city recognize it.

CITY MANAGER REPORT

Shayne Scott said that next Monday the city would be holding a voluntary debriefing meeting of the parade incident for city employees, and invited City Council members to attend.

ADJOURNMENT

Council Member Blackham made a motion to adjourn the City Council meeting at 9:23 p.m., seconded by Council Member Adams and passed unanimously.

DRAFT

CITY COUNCIL STAFF REPORT



MEETING DATE: July 21, 2022

TYPE OF ITEM: Action

PRESENTED BY: Melinda Greenwood, Community Development Director

SUBJECT/AGENDA TITLE: Text amendments to allow model homes, temporary construction buildings, temporary tract offices, and temporary development signs as permitted uses in residential zones

- a. 17-10-3 and 17-10-4 for Agricultural Residential District
- b. 17-11-3 and 17-11-4 for Old Kaysville Townsite Residential District
- c. 17-12-3 and 17-12-4 for Single Family Residential District
- d. 17-13-3 and 17-13-4 for Diverse Residential District
- e. 17-14-3 and 17-14-4 for One To Two Family Residential District
- f. 17-15-3 and 17-15-4 for One To Four Family Residential District
- g. 17-16-3 and 17-16-4 for Multiple Family Residential District
- h. 17-30-7 for Conditional Uses
- i. 17-33-9 for Sign Regulations

EXECUTIVE SUMMARY:

Model homes, sales trailers and signage is currently allowed in residential zones, but requires Planning Commission approval for a conditional use permit. Changing these uses to a permitted use will allow staff to process the applications administratively and will streamline the approval process.

On June 23, 2022, the Planning Commission conducted a public hearing to discuss a proposed text amendment to change model homes and construction trailers to a permitted use in residential zones. No public comments were received. The Planning Commission voted 7-0 to send a recommendation of approval to the City Council.

Based on the findings in the staff report and the Planning Commission recommendation, staff recommends the City Council approve the proposed text amendment.

City Council Options:

Approve the text amendment.

Approve the text amendment with modifications.

Deny the text amendment.

Recommended Option:

Staff recommends that the City Council approve the proposed text amendment as presented.

Fiscal Impact:

N/A

Attachments:

1. Planning Commission Staff Report
 2. Draft ordinance with redline changes
 3. June 23, 2022 Planning Commission Meeting minutes
-



PLANNING COMMISSION STAFF REPORT

To: Kaysville City Planning Commission
From: Dan Jessop, Zoning Administrator
Date: June 8, 2022

Agenda Item #5: Public Hearing for the text amendments allow model homes, temporary construction buildings, temporary tract offices, and temporary development signs as permitted uses in residential zones.

Meeting Date	6/23/2022
Application Type	Text Amendment
Applicant	Kaysville City
Chapter Title Section	17-10-3 and 17-10-4 for Agricultural Residential District 17-11-3 and 17-11-4 for Old Kaysville Townsite Residential District 17-12-3 and 17-12-4 for Single Family Residential District 17-13-3 and 17-13-4 for Diverse Residential District 17-14-3 and 17-14-4 for One To Two Family Residential District 17-15-3 and 17-15-4 for One To Four Family Residential District 17-16-3 and 17-16-4 for Multiple Family Residential District 17-30-7 for Conditional Uses 17-33-9 for Sign Regulations

1. BACKGROUND

The Planning Commission asked staff to look into changing the current ordinance to make Model Homes, sales trailers, and development signs a permitted use instead of a Conditional use. They deemed the staff should be regulating the already in place regulations. Planning Commission believed that if all staff found all existing regulations were in place such as setbacks, parking, and time limits, they felt there were no need for any further conditions to place.

2. PUBLIC NOTICING AND PUBLIC COMMENT

Public Hearing Notice was posted on June 7th to Kaysville City website, Kaysville city Facebook Page, and State of Utah Public Notice website. No comments have been received to date.

3. SUMMARY

Staff feels that the sales trailers, model homes, and development signs, can be approved by staff with the prescriptive ordinance already in place.

4. RECOMMENDATION

Staff Recommends Approval for new ordinance revision.

ATTACHMENTS

Draft redline ordinance changes.

KAYSVILLE CITY
ORDINANCE xx-xx-xx

**AN AMENDMENT TO VARIOUS CHAPTERS OF TITLE 17, PLANNING AND
ZONING, TO ALLOW TEMPORARY CONSTRUCTION BUILDINGS,
TEMPORARY TRACT OFFICES, AND DEVELOPMENT SIGNS AS PERMITTED
USES**

WHEREAS, the Kaysville City Planning Commission held a public hearing on the matter and deliberated in open discussion to recommend this ordinance amendment to permit city staff to review and approve temporary buildings for uses incidental to construction work, temporary tract offices, and temporary development signs.

NOW THEREFORE, be it ordained by the Council of the Kaysville City, in the State of Utah, as follows:

SECTION 1: **AMENDMENT** “17-10-3 Permitted Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-10-3 Permitted Uses

1. Agriculture.
2. Single-family dwellings.
3. Public parks and playgrounds, and privately-owned parks, playgrounds, and recreational grounds not operated as a business in whole or part and to which no admission is charged.
4. Minor home occupations subject to the provisions of [KCC 17-26](#).
5. Major Home Occupation 'C' subject to the provisions of [KCC 17-26](#).
6. Two household pets per dwelling unit.
7. The keeping of farm animals and fowl for family food production and the keeping of horses for private use, together with their dependent young, as set forth in [KCC 17-24](#).
8. Private swimming pools subject to the provisions of [KCC 17-31-9](#).
9. Accessory uses and accessory buildings customarily appurtenant to a permitted use, subject to the provisions of [KCC 17-31-2](#).
10. Internal Accessory Dwelling Unit subject to the provisions of [KCC 17-31-3](#)
11. Temporary buildings for uses incidental to construction work subject to the provisions of KCC 17-30-7, which buildings must be removed upon the completion or abandonment of the construction, subject to administrative review.
12. Temporary tract offices and development signs subject to the provisions of KCC 17-30-7 and KCC 17-33, subject to administrative review

SECTION 2: AMENDMENT “17-10-4 Conditional Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-10-4 Conditional Uses

Compliance with standards shall be determined by the Planning Commission by reference to [KCC 17-30](#).

1. Public or quasi-public buildings of the educational, recreational, religious, cultural, or public service type, not including corporation yards, storage or repair yards, warehouses, and similar uses.
2. Major home occupations A and B subject to the provisions of [KCC 17-26](#).
3. Instructional Home Occupation Subject to the provisions of [KCC 17-26](#).
4. Public utility substations subject to the provisions of [KCC 17-31-15](#).
5. Golf courses subject to the provisions of [KCC 17-31-8](#).
6. Plant nurseries occupying one-half (1/2) acre or more.
7. ~~Temporary buildings for uses incidental to construction work subject to the provisions of [KCC 17-30-7](#), which buildings must be removed upon completion or abandonment of the construction.~~
8. ~~Temporary tract offices and development signs subject to the provisions of [KCC 17-30-7](#) and [KCC 17-33](#).~~

SECTION 3: AMENDMENT “17-11-3 Permitted Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-11-3 Permitted Uses

1. Agriculture.
2. Single-family dwellings.
3. Public parks and playgrounds, and privately-owned parks, playgrounds, and recreational grounds not operated as a business in whole or part and to which no admission is charged.
4. Minor home occupations subject to the provisions of [KCC 17-26](#).
5. Major Home Occupation 'C' subject to the provisions of [KCC 17-26](#).
6. Two household pets per dwelling unit.
7. Private swimming pools subject to the provisions of [KCC 17-31-9](#).
8. Accessory uses and accessory buildings customarily appurtenant to a permitted use subject to the provisions of [KCC 17-31-2](#).
9. Internal Accessory Dwelling Unit subject to the provisions of [KCC 17-31-3](#).
10. Fowl, rabbits, or similar animals subject to the provisions of [KCC 17-24](#).
11. ~~Temporary buildings for uses incidental to construction work subject to the provisions of [KCC 17-30-7](#), which buildings must be removed upon the completion or abandonment of the construction, subject to administrative review.~~

SECTION 4: AMENDMENT “17-11-4 Conditional Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-11-4 Conditional Uses

Compliance with standards shall be determined by the Planning Commission by reference to [KCC 17-30](#).

1. Public or quasi-public buildings of the educational, recreational, religious, cultural, or public service type, not including corporation yards, storage or repair yards, warehouses and similar uses.
2. Major home occupations A and B subject to the provisions of [KCC 17-26](#).
3. Instructional Home Occupation Subject to the provisions of [KCC 17-26](#).
4. Residential child care subject to the provisions of [KCC 17-26](#).
5. ~~Temporary buildings for uses incidental to construction work subject to the provisions of KCC 17-30-7, which buildings must be removed upon the completion or abandonment of the construction.~~
6. Public utility substations subject to the provisions of [KCC 17-31-15](#).
7. Farm animals other than those allowed as a permitted use subject to the provisions of [KCC 17-24](#).
8. Swimming clubs subject to the provisions of [KCC 17-31-10](#).

SECTION 5: AMENDMENT “17-12-3 Permitted Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-12-3 Permitted Uses

1. Agriculture.
2. Single-family dwellings.
3. Public parks and playgrounds, and privately-owned parks, playgrounds, and recreational grounds not operated as a business in whole or part and to which no admission is charged.
4. Minor home occupations subject to the provisions of [KCC 17-26](#).
5. Major Home Occupation 'C' subject to the provisions of [KCC 17-26](#).
6. Two household pets per dwelling unit.
7. Private swimming pools subject to the provisions of [KCC 17-31-9](#).
8. Accessory uses and accessory buildings customarily appurtenant to a permitted use, subject to the provisions of [KCC 17-31-2](#).
9. Internal Accessory Dwelling Unit subject to the provisions of [KCC 17-31-3](#)

10. Fowl, rabbits, or similar animals subject to the provisions of [KCC 17-24](#).
11. Temporary buildings for uses incidental to construction work subject to the provisions of KCC 17-30-7, which buildings must be removed upon the completion or abandonment of the construction, subject to administrative review.
12. Temporary tract offices and development signs subject to the provisions of KCC 17-30-7 and KCC 17-33, subject to administrative review.

SECTION 6: AMENDMENT “17-12-4 Conditional Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-12-4 Conditional Uses

Compliance with standards shall be determined by the Planning Commission by reference to [KCC 17-30](#).

1. Public or quasi-public buildings of the educational, recreational, religious, cultural, or public service type, not including corporation yards, storage or repair yards, warehouses, and similar uses.
2. Major home occupations A and B subject to the provisions of [KCC 17-26](#).
3. Instructional Home Occupation Subject to the provisions of KCC 17-26.
4. Residential child care subject to the provisions of [KCC 17-26](#).
5. ~~Temporary buildings for uses incidental to construction work subject to the provisions of KCC 17-30-7, which buildings must be removed upon the completion or abandonment of the construction.~~
6. ~~Temporary tract offices and development signs subject to the provisions of [KCC 17-30-7](#) and [KCC 17-33](#).~~
7. Public utility substations subject to the provisions of [KCC 17-31-15](#).
8. Farm animals other than those allowed as a permitted use subject to the provisions of [KCC 17-24](#).
9. Swimming clubs subject to the provisions of [KCC 17-31-10](#).
10. Two-family dwellings. Not more than two duplexes (4 units) may be allowed within 500 feet of any duplex (2 units). The 500 feet shall be measured in a straight line from the center of a duplex site to the boundary of any other duplex or twin home property.
11. Twin homes subject to the provisions of [KCC 17-28](#). Must also be permitted as two-family dwellings.

SECTION 7: AMENDMENT “17-13-3 Permitted Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-13-3 Permitted Uses

1. Single-family dwellings.
2. Agriculture.
3. Public parks and playgrounds, and privately-owned parks, playgrounds, and recreational grounds not operated as a business in whole or part and to which no admission is charged.
4. Minor home occupations subject to the provisions of [KCC 17-26](#).
5. Major Home Occupation 'C' subject to the provisions of [KCC 17-26](#).
6. Two household pets per dwelling unit.
7. Private swimming pools subject to the provisions of [KCC 17-31-9](#).
8. Accessory uses and accessory buildings customarily appurtenant to a permitted use, subject to the provisions of [KCC 17-31-2](#).
9. Internal Accessory Dwelling Unit subject to the provisions of [KCC 17-31-3](#)
10. Fowl, rabbits, or similar animals subject to the provisions of [KCC 17-24](#).
11. Temporary buildings for uses incidental to construction work subject to the provisions of KCC 17-30-7, which buildings must be removed upon the completion or abandonment of the construction, subject to administrative review.
12. Temporary tract offices and development signs subject to the provisions of KCC 17-30-7 and KCC 17-33, subject to administrative review.

SECTION 8: AMENDMENT “17-13-4 Conditional Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-13-4 Conditional Uses

Compliance with standards shall be determined by the Planning Commission by reference to [KCC 17-30](#).

1. Multiple dwellings, not to exceed six (6) dwelling units per building, legally existing upon the effective date of this Chapter. The lot area shall be not less than eight thousand (8,000) square feet for a two-family dwelling, ten thousand (10,000) square feet for a three-family dwelling, twelve thousand (12,000) square feet for a four-family dwelling, fourteen thousand (14,000) square feet for a five-family dwelling, and sixteen thousand, eight hundred (16,800) square feet for a six-family dwelling.
2. Public or quasi-public buildings of the educational, recreational, religious, cultural, or public service type, not including corporation yards, storage or repair yards, warehouses, and similar uses.

3. Major home occupations A and B subject to the provisions of [KCC 17-26](#).
4. Instructional Home Occupation Subject to the provisions of [KCC 17-26](#).
5. Residential child care subject to the provisions of [KCC 17-26](#).
6. ~~Temporary buildings for uses incidental to construction work subject to the provisions of [KCC 17-30-7](#), which buildings must be removed upon the completion or abandonment of the construction.~~
7. ~~Temporary tract offices and development signs subject to the provisions of [KCC 17-30-7](#) and [KCC 17-33](#).~~
8. Twin homes subject to the provisions of [KCC 17-28](#). Must also be permitted as two-family dwellings.
9. Farm animals other than those allowed as a permitted use subject to the provisions of [KCC 17-24](#).
10. Swimming clubs subject to the provisions of [KCC 17-31-10](#).
11. Public utility substations subject to the provisions of [KCC 17-31-15](#).

SECTION 9: AMENDMENT “17-14-3 Permitted Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-14-3 Permitted Uses

1. Single-family dwellings.
2. Two-family dwellings.
3. Agriculture.
4. Public parks and playgrounds, and privately-owned parks, playgrounds, and recreational grounds not operated as a business in whole or part and to which no admission is charged.
5. Minor home occupations subject to the provisions of [KCC 17-26](#).
6. Major Home Occupation 'C' subject to the provisions of [KCC 17-26](#).
7. Two household pets per dwelling unit.
8. Private swimming pools subject to the provisions of [KCC 17-31-9](#).
9. Accessory uses and accessory buildings customarily appurtenant to a permitted use, subject to the provisions of [KCC 17-31-2](#).
10. Fowl, rabbits, or similar animals subject to the provisions of [KCC 17-24](#).
11. Temporary buildings for uses incidental to construction work subject to the provisions of [KCC 17-30-7](#), which buildings must be removed upon the completion or abandonment of the construction, subject to administrative review.
12. Temporary tract offices and development signs subject to the provisions of [KCC 17-30-7](#) and [KCC 17-33](#), subject to administrative review.

SECTION 10: **AMENDMENT** “17-14-4 Conditional Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-14-4 Conditional Uses

Compliance with standards shall be determined by the Planning Commission by reference to [KCC 17-30](#).

1. Public or quasi-public buildings of the educational, recreational, religious, cultural, or public service type, not including corporation yards, storage or repair yards, warehouses, and similar uses.
2. Major home occupations A and B subject to the provisions of [KCC 17-26](#).
3. Residential child care subject to the provisions of [KCC 17-26](#).
4. ~~Temporary buildings for uses incidental to construction work subject to the provisions of [KCC 17-30-7](#), which buildings must be removed upon the completion or abandonment of the construction.~~
5. ~~Temporary tract offices and development signs subject to the provisions of [KCC 17-30-7](#) and [KCC 17-33](#).~~
6. Twin homes subject to the provisions of [KCC 17-28](#).
7. Farm animals subject to the provisions of [KCC 17-24](#).
8. Swimming clubs subject to the provisions of [KCC 17-31-10](#).
9. Public utility substations subject to the provisions of [KCC 17-31-15](#).

SECTION 11: **AMENDMENT** “17-15-3 Permitted Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-15-3 Permitted Uses

1. Single-family dwellings.
2. Multiple dwellings not to exceed four (4) dwelling units per building.
3. Public parks and playgrounds, and privately-owned parks, playgrounds, and recreational grounds not operated as a business in whole or part and to which no admission is charged.
4. Minor home occupations subject to the provisions of [KCC 17-26](#).
5. Major Home Occupation 'C' subject to the provisions of [KCC 17-26](#).
6. Two household pets per dwelling unit.
7. Private swimming pools subject to the provisions of [KCC 17-31-9](#).
8. Accessory uses and accessory buildings customarily appurtenant to a permitted use, subject to the provisions of [KCC 17-31-2](#).
9. Fowl, rabbits, or similar animals subject to the provisions of [KCC 17-24](#).

10. Temporary buildings for uses incidental to construction work subject to the provisions of KCC 17-30-7, which buildings must be removed upon the completion or abandonment of the construction, subject to administrative review.
11. Temporary tract offices and development signs subject to the provisions of KCC 17-30-7 and KCC 17-33, subject to administrative review.

SECTION 12: **AMENDMENT** “17-15-4 Conditional Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-15-4 Conditional Uses

Compliance with standards shall be determined by the Planning Commission by reference to [KCC 17-30](#).

1. Public or quasi-public buildings of the educational, recreational, religious, cultural, or public service type, not including corporation yards, storage or repair yards, warehouses, and similar uses.
2. Major home occupations A and B subject to the provisions of [KCC 17-26](#).
3. Residential child care subject to the provisions of [KCC 17-26](#).
4. ~~Temporary buildings for uses incidental to construction work subject to the provisions of [KCC 17-30-7](#), which buildings must be removed upon the completion or abandonment of the construction.~~
5. ~~Temporary tract offices and development signs subject to the provisions of [KCC 17-30-7](#) and [KCC 17-33](#).~~
6. Twin homes subject to the provisions of [KCC 17-28](#).
7. Farm animals subject to the provisions of [KCC 17-24](#).
8. Swimming clubs subject to the provisions of [KCC 17-31-10](#).
9. Public utility substations subject to the provisions of [KCC 17-31-15](#).

SECTION 13: **AMENDMENT** “17-16-3 Permitted Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-16-3 Permitted Uses

1. Single-family dwellings.
2. Multiple dwellings.
3. Public parks and playgrounds, and privately-owned parks, playgrounds, and recreational grounds not operated as a business in whole or part and to which no admission is charged.
4. Minor home occupations subject to the provisions of [KCC 17-26](#).
5. Major Home Occupation 'C' subject to the provisions of [KCC 17-26](#).
6. Two household pets per dwelling unit.
7. Private swimming pools subject to the provisions of [KCC 17-31-9](#).
8. Accessory uses and accessory buildings customarily appurtenant to a permitted use subject to the provisions of [KCC 17-31-2](#).
9. Temporary buildings for uses incidental to construction work subject to the provisions of KCC 17-30-7, which buildings must be removed upon the completion or abandonment of the construction, subject to administrative review.
10. Temporary tract offices and development signs subject to the provisions of KCC 17-30-7 and KCC 17-33, subject to administrative review.

SECTION 14: **AMENDMENT** “17-16-4 Conditional Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-16-4 Conditional Uses

Compliance with standards shall be determined by the Planning Commission by reference to [KCC 17-30](#).

1. Public or quasi-public buildings of the educational, recreational, religious, cultural, or public service type; not including storage or repair yards, warehouses, and similar uses.
2. Major home occupations A and B subject to the provisions of [KCC 17-26](#).
3. Residential child care subject to the provisions of [KCC 17-26](#).
4. ~~Temporary buildings for uses incidental to construction work subject to the provisions of KCC 17-30-7, which buildings must be removed upon the completion or abandonment of the construction.~~
5. ~~Temporary tract offices and development signs subject to the provisions of [KCC 17-30-7](#) and [KCC 17-33](#).~~

6. Twin homes subject to the provisions of [KCC 17-28](#).
7. Public utility substations subject to the provisions of [KCC 17-31-15](#).
8. Farm animals subject to the provisions of [KCC 17-24](#).
9. Business, professional, and government offices.
10. Swimming clubs subject to the provisions of [KCC 17-3-10](#).

SECTION 15: **AMENDMENT** “17-30-7 Temporary Uses” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-30-7 Temporary Uses

A ~~Conditional Use Permit for~~ uses for which is temporary nature.

SECTION 16: **AMENDMENT** “17-33-9 Signs Permitted By Zone” of the Kaysville City Code is hereby *amended* as follows:

A M E N D M E N T

17-33-9 Signs Permitted By Zone

ZONE	SIGN	SIZE	HEIGHT	LOCATION	OTHER
	Constructi on	32 sq. ft. plus 1 sq. ft. for each 10 ft. of frontage over 30 ft. to a maximum of 96 sq. ft. per development	12 ft. maximum	On private property	Sign must be removed within 30 days from final building or conditional use inspection that allows occupancy or when 100% of the facilities are occupied whichever occurs first.
					Sign(s) paid for by applicant and installed

All	Directional			In City right-of-way	only by Kaysville City subject to complying with the Kaysville City Directional Sign Policy.
	Development	32 sq. ft. plus 1 sq. ft. for each 10 ft. of frontage over 30 ft. to a maximum of 96 sq. ft. per development	12 ft. maximum	On private property	Permitted use in all zones. Allowed on property that is under development for a new subdivision or has an active building permit. Only allowed in residential development on projects where there are 3 or more units for sale/lease. Sign must be removed within 30 days from when 100% of the units/suites are occupied.
	Governmental				By government entity only
	Identification	36 sq. ft. maximum		Attached to main structure	Allowed with public or quasi-public uses. May be floodlighted, but not within 50 feet of a dwelling
	Interior				
	Low Profile	32 sq. ft. plus 1 sq. ft. for every 10 feet of frontage over 30 ft. to a maximum of 64 sq. ft.	4 ft. maximum	On private property and set back 6 ft. from property lines	One sign per street frontage and appropriately landscaped for the site. Conditional use in agricultural and residential zones. May be lighted by conditional use.
	Name Plate	1 sq. ft. maximum per use — residential zones; 3 sq. ft. maximum per use — other zones		Attached to main structure	
					Only displayed from one

	Open House	6 sq. ft. maximum	3 ft. maximum; 2 ft. in view obstruction area	Within 1,000 feet of real estate open for inspection. On private property not closer than one foot to sidewalk or property line.	hour before to one hour after the time the real estate is open for actual inspection and not more than 5 continuous hours. Not more than four signs per open house. Not more than one sign on a parcel of property. Must have property owner's permission.
	Political	32 sq. ft. maximum	6 ft. maximum	On private property and not closer than 10 ft. to a driveway	
	Property (Real Estate)	6 sq. ft. maximum — residential zones; 32 sq. ft. maximum — other zones	6 ft. maximum — residential zones; 12 ft. maximum — other zones	On private property	Shall be removed within 30 days after the property is sold
	Public Necessity				By public agency only
	Service	6 sq. ft. maximum	3 ft. maximum when free standing	On private property	May be lighted in GC, CC and LI zones
Public Use (PU), Professional Business (PB), General commercial	Flat or Wall	25% of a wall area maximum	Not higher than building it is on	Attached to a building	Up to 40 sq. ft. may be promotional sign. Flat signs exposed to dwellings on adjacent property shall not be illuminated within 50 feet of such dwellings.
					The supporting structure of architectural detail of a monument sign is not calculated as sign area if

al (GC), Central Commercial (CC), Light Industrial (LI), Health Care (HC)	Monument	32 sq. ft. plus 1 sq. ft. per every 5 ft. of frontage over 30 ft. to a maximum of 64 sq. ft.	5 ft. maximum	1 sign per frontage on private property.	the structure is incorporated into the surrounding landscaping design or with other structural or architectural aspects of the site. Architectural detail may extend beyond the 5 ft. height maximum by as much as 2 ft. and a horizontal distance of 2 ft. of the sign cabinet.
PU, GC, CC, LI	Banner	Limited to the difference between the size of the on-premise, ground sign, flat or wall sign and the size allowed.	Not higher than the sign or wall it is on.	On a on- premise, ground sign or building wall.	Shall only be displayed for up to one calendar year. Shall be maintained and kept in good repair.
	Menu Board	35 sq. ft. maximum	6 ft. maximum	Behind the front landscaped setback area on private property.	May be two (2) per site
	On- Premise,	1.5 sq. ft. per foot of frontage, up to 300 sq. ft. maximum within 300 feet of I-15; 1.5 sq. ft. foot of frontage, up to 200 sq. ft. maximum within 3,000 feet of I-15	45 ft. maximum within 300 feet of I- 15; 30 ft. maximum within 3,000 feet of I-15 or within	1 sign per frontage on	Up to 40 sq. ft. may be promotional sign. Illumination may be built into or attached to signs. more than one sign on one parcel shall be separated by 100 ft. The base and structure of all on-premise ground signs beyond 300 ft. of I-15 shall be the same method of construction, style and design of the materials

	Ground	or within 1.320 feet of another Principal Arterial Street; 1.5 sq. ft. per foot of frontage, up to 120 sq. ft. maximum at other locations.	1.320 feet of another Principal Arterial Street, 8 feet maximum at other locations.	private property.	used in the construction of the building(s). The sign element shall be an integral part of the architecture and design of the site. The colors shall be subdued and unobtrusive. Signs with exposed metal supports or metal masking shall not be permitted.
PB, GC, CC, LI	Electronic Message Center (EMC)	Allowable EMC size shall not exceed 50% of total allowed sign size and not more than 75% of any sign cabinet.		 	EMC signs shall not cause glare or rapid blinking, nor be intensely lighted so as to create a nuisance or hazard to vehicular traffic, pedestrians, or adjacent properties. EMC signs shall be capable of being programmed to automatically dim according to ambient light conditions. Conditional use in zones where permitted. Allowed only as part of monument and ground signs. As part of the conditional use review the Planning Commission may consider hours of operation, sign height, sign size, and/or setbacks from property lines.
	Animated				Conditional use
	Awning	25% of wall area maximum		Attached to a building	May be lighted, but not within 50 feet of a dwelling
	Balloon			On private	Conditional use for the

GC, CC, LI				property	period permitted
	Canopy		Structure limit in zone	Attached to a building	Must have building permit
	Marquee		Structure limit in zone	Attached to a building	Must have building permit
	Right-of- Way				Installed by City only when approved
	Window				
GC, CC	"A" Frame or Pedestal	4 feet maximum width	6 feet maximum	On the private property on which the business is located or in the area between the street curb or shoulder and the front lot line of the property on which the business is located, but not obstructing the roadway or pedestrian ways.	Each business occupying a separate space in the building and having a separate exterior building entrance may display one such sign while the business is open for business.
	Projecting	32 sq. ft. maximum	Not higher than building it is on	Attached to a building	

SECTION 17: REPEALER CLAUSE All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

SECTION 18: SEVERABILITY CLAUSE Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 19: EFFECTIVE DATE This Ordinance shall be in full force and effect immediately after passage by the Kaysville City Council.

PASSED AND ADOPTED BY THE KAYSVILLE CITY COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Council Member Adams	_____	_____	_____	_____
Council Member Blackham	_____	_____	_____	_____
Council Member Hunt	_____	_____	_____	_____
Council Member Jackson	_____	_____	_____	_____
Council Member Oaks	_____	_____	_____	_____

Presiding Officer

Attest

Tamara Tran, Mayor, Kaysville City

Annemarie Plaizier, City Recorder
Kaysville City



Kaysville City Planning Commission Meeting Minutes
June 23, 2022

The Planning Commission meeting was held on June 23, 2022 at 7:00 pm in the Kaysville City Hall located at 23 East Center Street.

Planning Commission Members in Attendance: Chair Nguyen, Vice Chair Lyon, Commissioners Branch, Barrus, Doxey, Sundloff, Sommerkorn

Staff Present: Dan Jessop, Mindi Edstrom, and Melinda Greenwood

Public Attendees: Amanda Wiberg and Joe Hepworth

1-Opening

Chair Nguyen opened the meeting at 7:00 p.m.

2- Approval of minutes from the May 26th and June 9th meeting

Chair Nguyen asked for a motion to approve the minutes for May 26th and June 9th. Commissioner Lyon made a motion to approve minutes from both meetings. Commissioner Branch seconded the motion. All voted in favor of approving the minutes and the motion passed 7-0.

3- Final Plat approval for Phase 4 of the Westgate Estates Subdivision for Perry Homes Utah located at approximately 200 North and Bonneville Lane

Introduced by: Dan Jessop

Mr. Jessop stated this last phase has 46 lots which range from 8,000 square feet to 61,000 square feet. He said the lots meet requirements and are the same as the preliminary plat approval, and that staff is recommending approval. Mr. Jessop told the Commissioners that the applicant was in attendance if they had any questions.

Commissioner Branch made a motion to approve the final plat for Phase 4 of the Westgate Estates Subdivision and Commissioner Doxey seconded the motion. All voted in favor of the motion, 7-0.

4- Public Hearing for Text Amendments to allow model homes, temporary construction buildings, temporary tract offices and temporary development signs as permitted uses in residential zones

Introduced by: Dan Jessop

Mr. Jessop shared that staff has been bringing model homes to the Planning Commission for a Conditional Use Permit approval for many years. Last year the Planning Commission suggested amending the text to change model homes as a permitted use with administrative approval done by staff, regulated by staff, and terminated by staff.

Chair Nguyen opened up the Public Hearing and no public comments were made. Chair Nguyen closed the Public Hearing and opened it up to the Commissioners to discuss.

Commissioner Lyon said he approves of anything that can keep business going and creates time efficiencies for staff and Commissioners.

Commissioner Sundloff made a motion to recommend approval of the text amendment as listed in staff report. Commissioner Branch seconded the motion. All voted in favor of the motion which passed 7-0.

5- Public Hearing for Text Amendments enacting Kaysville City Code 17-7-5: Explosives Prohibited in Residentially Zoned Districts

Introduced by: Melinda Greenwood

Ms. Greenwood gave a brief history of this text amendment, including that it was before Planning Commission in February and staff was directed to answer some questions and bring it back to the Planning Commission. The ordinance was drafted as a result of a routine license review conducted by the US Bureau of Alcohol, Tabaco, and Firearms (BATF) who asked the City if we allowed explosives manufacturing in residential zones. A Kaysville resident has previously held an explosives license, which gave him the permission the BATF to manufacture anything kind of legal explosives. The BATF looks to the regulations of local jurisdictions to determine whether they should issue a license or not. The City Attorney and the BATF Agent felt we needed to additional language in Kaysville City Code to prohibit explosives manufacturing in residential zones.

Chair Nguyen said he feels explosives should not be allowed in a residential zone and reiterated the difference between selling of fireworks and manufacturing the explosives.

Chair Nguyen opened a Public Hearing regarding the item.

Joe Hepworth is a Kaysville resident who said his father worked at Thiokol and developed rocket propellant. He said from young age he started building rockets with motors which is a passion for him. He said that if this text amendment passes then any child that launches a rocket would be committing a crime and hobbyists would not be permitted to build or launch rockets. He shared with the Commissioners a reference to the National Association of Fire Protection Code 1122 which would apply to model rocket safety code and that section 1127 is the high power rocket safety code. Mr. Hepworth asked that model rockets and motors be exempted from the ordinance.

Commissioner Allred said that he is not aware of anywhere in Salt Lake County that allows model rockets to be launched.

Joe Hepworth said he holds an annual event with his employees in Springville where they build a rocket and launch it with an egg 750 feet in the air. He works with the fire chief each year to get a permit and so he can bring his grandchildren and the fire department offers to wet the grass down before the event. He reiterated his request that model rockets and motors be an exemption.

Chair Nguyen closed the Public Hearing and turned the time over to the commissioners for questions and discussion.

Commissioner Sundloff commented that the individual who originally prompted this discussion appeared to not be in attendance and asked if Mr. McGraw has given up due on the ordinance?

Ms. Greenwood stated that she reached out to Mr. McGraw letting him know that staff was going to proceed with the ordinance and Mr. McGraw was not pleased with the news.

Commissioner Sundloff shifted gears and asked staff if Kaysville City Attorney was involved and Ms. Greenwood shared that she worked with the City Attorney as well as the Fire and Police Chiefs to develop

the ordinance.

Commissioner Lyon thinks that you add a “d” to section 6 of the ordinance saying that model rocketry engines subject to the NAFD sections 1121 and 1127.

Commissioner Sundloff said he feels the ordinance is over broad and it never crossed his mind for the model rocketry until Mr. Hepworth brought it up. He said if we would allow fireworks to be shot up in the air and explode then what would be the rationale to exclude a rocket going up in the air and floating down with a parachute? He said fireworks do the same thing so the model rockets should be clearly exempted.

Commissioner Doxey made a motion of approval for a text amendment enacting Kaysville City Code 17-7-5 on explosives with the condition that staff include language exempting model rocketry, to not bring it back to Planning Commission and to forward it to the City Council. Commissioner Lyon seconded the motion. All voted in favor of the motion, 7-0.

6- Call to the public

There were no public comments.

7- Staff reports and calendar

Ms. Greenwood thanked the Commissioners for coming early for the General Plan discussion. She also shared details from a Kaysville Main Street stakeholder meeting which was held earlier that day regarding possible Main Street enhancements in the downtown area. She reported the meeting was well attended and the City received good feedback at the meeting.

She stated the next Planning Commission meeting is scheduled for July 14th.

Staff thanked Chair Nguyen for his service on the Planning Commission and said he will be moving to serve on the Power Commission. He was presented with a service certificate and a gift card as a token for his service.

Commissioner Sommerkorn thanked Commissioner Nguyen for his time and service with the city as well as his time served in the Ukraine.

The meeting was adjourned at 7:44 pm by Commissioner Lyon.

CITY COUNCIL STAFF REPORT



MEETING DATE: July 21, 2022

TYPE OF ITEM: Action

PRESENTED BY: Melinda Greenwood, Community Development Director

SUBJECT/AGENDA TITLE: An Ordinance Enacting Kaysville City Code 17-7-5, "Explosives Prohibited in Residentially Zoned Districts."

EXECUTIVE SUMMARY:

On June 23, 2022, the Planning Commission held a public hearing regarding a proposed ordinance prohibiting manufacturing of explosives in residential zones. One citizen came forward with concerns that having model rocket motors shipped to his home and storing model rocket motors would be illegal if the ordinance was approved. The Planning Commission discussed the concern and determined an exemption to commercially manufactured model rocket motors was an appropriate exemption.

The Planning Commission voted 7-0 to send a recommendation of approval to the City Council with the condition of drafting language to exempt model rocket motors from the ordinance. The Fire Chief, City Attorney, Building Official and Community Development Director met and agreed on language to comply with the Planning Commission's direction, which is listed in the exemptions section under 6.d.

Based on the findings in the staff report and the Planning Commission recommendation, staff recommends the City Council approve the proposed text amendment.

City Council Options:

Approve the text amendment.

Approve the text amendment with modifications.

Deny the text amendment.

Recommended Option:

Staff recommends that the City Council enacting Kaysville City Code 17-7-5, "Explosives Prohibited in Residentially Zoned Districts."

Fiscal Impact:

N/A

Attachments:

1. Draft ordinance 17-7-5

2. Planning Commission Staff Report
3. June 23, 2022 Planning Commission Meeting minutes



ORDINANCE XX-XX-XX

ENACTING TITLE 17, CHAPTER 7, SECTION 5 OF THE KAYSVILLE MUNICIPAL CODE REGARDING PROPERTY USES IN A RESIDENTIAL ZONE.

WHEREAS, Kaysville City desires to maintain the safety and public welfare of its residential zones; and

WHEREAS, the Kaysville City Council has found that importing, storing, or manufacturing explosive materials present an unnecessary risk that is incongruous with the nature of residential zones; and

WHEREAS, the City Council of Kaysville City finds that this amendment to be in the best interests of the Citizens of Kaysville City and the health, safety, and welfare of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF KAYSVILLE, UTAH:

SECTION I: Enactment. Title 17, Chapter 7, Section 5 of the Kaysville Municipal Code is hereby enacted as follows:

17-7-5 Explosives Prohibited in Residentially Zoned Districts

It shall be unlawful to import, store, or manufacture any explosive or explosive materials in any mixed-use or residentially zoned district.

1. “Explosive” means any chemical compound mixture, or device, the primary or common purpose of which is to function by explosion; the term includes, but is not limited to, dynamite and other high explosives, black powder, pellet powder, initiating explosives, detonators, safety fuses, squibs, detonating cord, igniter cord, and igniters.
2. “Explosive materials” means explosives, blasting agents, and detonators.
3. “Blasting agent” means any material or mixture, consisting of fuel and oxidizer, intended for blasting, not otherwise defined as an explosive.
4. “Detonator” means any device containing a detonating charge that is used for initiating detonation in an explosive; the term includes, but is not limited to, electric blasting caps of instantaneous and delay types, blasting caps for use with safety fuses and detonating-cord delay connectors.
5. It shall be unlawful to combine Class C Fireworks in ways other than intended by the manufacturer or to tamper with them in an effort to create greater pyrotechnic demonstrations.
6. Exceptions:
 - a. Class C Fireworks that are authorized by the State of Utah for retail sale are not considered explosives for purposes of this code.
 - b. Small arms ammunition and components thereof;
 - c. Commercially manufactured black powder in quantities not to exceed fifty pounds, percussion caps, safety and pyrotechnic fuses, quills, quick and slow matches, and friction primers, intended to be used solely for sporting, recreational, or cultural purposes in antique firearms as defined by the federal government.
 - d. Commercially manufactured black powder intended to be used for rocket motors solely in compliance with the State of Utah’s currently adopted edition of the

International Fire Code and in compliance with NFPA 1122 Code for Model Rocketry.

SECTION II: Severability. If any section, subsection, sentence, clause or phrase of this ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, said portion shall be severed and such declaration shall not affect the validity of the remainder of this ordinance.

SECTION III: Effective Date. This Ordinance shall become effective immediately upon passage.

PASSED AND ADOPTED by the City Council of Kaysville, Utah, this _____ **day of** _____, **2022.**

Tamara Tran, Mayor

ATTEST:

Annemarie Plaizier, City Recorder



PLANNING COMMISSION STAFF REPORT

To: Kaysville City Planning Commission

From: Melinda Greenwood, Community Development Director

Date: June 16, 2022

Agenda Item #6: Public Hearing for text amendment enacting Kaysville City Code 17-7-5: Explosives Prohibited in Residentially Zoned Districts

Meeting Date	June 23, 2022
Application Type	Text Amendment
Applicant	Kaysville City
Chapter Title Section	17-7-5

1. BACKGROUND

This item was first discussed with the Planning Commission at the February 10, 2022 meeting where a public hearing was conducted. The Planning Commission directed staff to bring back additional information at a future meeting. Staff contacted several other cities in Davis County and report that they do not allow explosives manufacturing in residential zones.

Last fall, during a license review process, The United States Bureau of Alcohol, Tobacco, Firearms and Explosives (BATF) contacted the City asking if we allowed explosives to be manufactured at a private residence. The BATF looks to local regulations and laws in determining whether or not to issue a license at a particular location. In this particular instance, Mr. Bruce McGraw has held a Federal Explosives Manufacturer License, which allows a person to acquire, manufacture for commercial use, distribute, ship and transport explosive materials in interstate or foreign commerce. The BATF Agent was questioning the location is it is not common to have licenses issued at a residence.

While KCC 17-7-3 says only prescribed permitted uses area allowed in zoning districts and manufacturing explosives is not listed as a permitted use, the BATF and City Attorney would like stronger language in an ordinance to expressly prohibit the manufacturing or storage of explosive materials in a residential zone.

17-7-3 Application Of District Regulations

Except as hereinafter otherwise provided:

1. No building or part thereof or other structure shall be erected, altered, added to or enlarged, nor shall any land, building, structure, or premises be used, designated, or intended to be used for any purpose, or in any manner other than is included among the uses hereinafter listed as permitted in the district in which such buildings, land, or premises is located.

The stated purpose of the R-1 zone is:

To provide for areas in appropriate locations where quiet, low-density residential neighborhoods may be established, maintained, and protected. The regulations of this district are designed to promote and encourage a suitable environment for families, most of whom will have children. To this end, the regulations permit the establishment of single-family dwellings and also permit, with proper controls, those public and quasi-public activities such as schools, libraries, churches, parks and playgrounds, which serve the needs of families. The regulations are intended to prohibit the establishment or operation of any activity which would be adverse to such a residential environment.

Enacting an ordinance which would protect residential areas by prohibiting explosives manufacturing is supported by the purpose of the R-1 zoning code. Other residential zones include similar language in their purpose statements.

City staff drafted the proposed ordinance with BATF definitions and regulations in mind and has determined it is appropriate to propose an ordinance to expressly prohibit the manufacturing or storage of explosive material in a private residence. If approved, the ordinance would include the following regulations:

- Prohibiting the manufacture of firearms in zones where residential uses are allowed maintains the safety and public welfare of its residential zones.
- This ordinance would apply to all residential zones and the mixed-use zoning.
- This ordinance does not apply to:
 - Fireworks which are traditionally sold by retail outlets for Independence Day, the 24th of July, etc.
 - Small arms ammunition
 - Commercially manufactured black powder in quantities under 50 pounds

2. PUBLIC NOTICING AND PUBLIC COMMENT

Public notices were posted in compliance with state law. At the February 10, 2022 Planning Commission meeting, public comments were received, with Mr. Bruce McGraw opposed to the ordinance change. The minutes from that meeting are attached so the Planning Commission can review Mr. McGraw's comments.

3. RECOMMENDATION

Staff recommends the Planning Commission forward a recommendation of enacting approval of Kaysville City Code 17-7-5 Explosives Prohibited in Residentially Zoned Districts.

ATTACHMENTS:

1. Draft Ordinance 17-7-5 Explosives Prohibited in Residentially Zoned Districts
2. February 10, 2022 Planning Commission Meeting Minutes excerpt

ORDINANCE XX-XX-XX

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shall be severed and such declaration shall not affect the validity of the remainder of this ordinance.

SECTION III: Effective Date. This Ordinance shall become effective immediately upon passage.

PASSED AND ADOPTED by the City Council of Kaysville, Utah, this ____ **day of** _____, **2022.**

Tamara Tran, Mayor

ATTEST:

Annemarie Plaizier, City Recorder

Commissioner Lyon nominated himself to serve as Vice-Chair.

Chair Nguyen inquired if there were any other nominations, and the Commission declined making further nominations.

Motion: Commissioner Sundloff made a motion to appoint Commissioner Lyon to Vice-Chair. Commissioner Doxey seconded the motion.

Vote: 7-0

Public Hearing for Ordinance 17-7-5: Explosives Prohibited in Residentially Zoned Districts:

Introduced by: Melinda Greenwood

Commissioner Nguyen gave a brief explanation of what a Public Hearing is and that the Planning Commission has guidelines to follow. He then asked about how many attendees were present for the hearing regarding ordinance 17-7-5 and only one resident indicated he was there for the hearing.

Melinda Greenwood: Stated this is a straight forward ordinance proposing that we prohibit the manufacturing of explosives in single family residential, mixed use and multifamily zoned districts.

Melinda Greenwood corrected her misuse of the term firearms in the memo in the packet it should read explosives. Commissioner Nguyen noted the change.

Melinda Greenwood shared that last fall the Bureau of Alcohol, Tabaco, Firearms and Explosives came to the city to see if we allowed the manufacturing of explosives in residential neighborhoods. It was determined by staff that we didn't allow it nor was it listed as prohibited. Based on this, staff recommends the Planning Commission forward to the City council a recommendation of approval of the 17-7-5 explosives ordinance. This ordinance has been reviewed by the Kaysville City Fire and Police Chief.

Commissioner Lyon asked if there is any zone in which it is allowed. He suggested that if it wasn't allowed, he would like to include locations where the use would be allowed.

Melinda Greenwood responded and said if that is the Planning Commission's wish, language could be added into the ordinance with a motion. Commissioner Nguyen ask Commissioners to discuss where this ordinance should it be allowed.

Commissioner Sundloff asked staff for an explanation of why this issues was brought to staff.

Melinda Greenwood explained that there had perhaps been a change in staff or existing ATF rules. After discussion with staff it was determined we shouldn't allow manufacturing of explosives in a residential neighborhood. The ATF follows the lead of the local jurisdiction when they issue permits, and subsequently is why we are attempting to addressing the concern.

Commissioner Sundloff: Do we know what the ATF is concerned about?

Melinda Greenwood said that City Attorney, Nic Mills, drafted the ordinance and went back and forth on language with the local ATF agent. Many of the definitions in the ordinance were taken from the ATF.

Commissioner Sundloff asked if there has been any inquiry into what other cities have done in Davis County?

Melinda Greenwood: Staff has not made that inquiry and offered that other cities she has worked in would not allow this use in residential zones.

Commissioner Sommerkorn: In ordinance 17-7-3-1 it states no land or building can be used for anything other than what is listed as permitted uses. He continued and said if it is not stated in the ordinance as permitted, it means we don't allow that use in that zone. He questioned the need for the proposed ordinance and asked why we would need extra assurance.

Melinda Greenwood shared that there is a resident who has been receiving permits in the past and that to her knowledge, this is the first time that the ATF checked with the city prior to issuing a permit.

Commissioner Sundloff restated that the reason the ATF came to the city is because it is in our purview and it is up to us and City Council.

Commissioner Sommerkorn: It sounds like explosives manufacturing is not allowed as of right now and this ordinance would be secondary assurance.

Commissioner Nguyen asked Commission members where they felt explosives manufacturing should be allowed in the city.

Commissioner Sundloff suggested the Industrial zone, Business Park, Manufacturing Zone, potentially Commercial Zones and not Residential Zones.

Commissioner Nguyen opened discussion about the limitations on black powder.

Commissioner Sommerkorn: As of right now, we do not have an ordinance that includes explosives. Does it mean that as of right now we do not allow it or do we allow it because we don't have it in our ordinance?

Commissioner Nguyen suggested the need to limit black powder.

Dan Jessop said the ATF regulates explosives and gun powder for reloading as a propellant and it is not classified as an explosive. He explained it is regulated by the ATF in commercial locations and said if they have more than 50 pounds they are to put them in a powder magazine.

Commissioner Sommerkorn said he is interested in the perspective of resident Mr. McGraw,

Commissioner Nguyen opened the Public Hearing.

Bruce McGraw: Mr. McGraw explained he has been an explosive hobbyist for over 40 years. And this matter was brought to the city last year when he needed to renew his

permit, which is something he does every three years. It was at that point the ATF asked if it was allowed in Kaysville City. He said he believes this is what started the ordinance.

Mr. McGraw apologized for doing the explosives in his front yard and said he was not aware it was against city ordinance. He also apologizes for how many emails he sent to the Commission members.

Mr. McGraw said he feels strongly that if this ordinance passes it should be sent to every resident in Kaysville City so that everyone would know about it. He said that any intelligent person can make an explosive bigger or louder but it takes someone with talent to do what he does. Mr. McGraw said he is willing assist in drafting a new ordinance in place of the one proposed.

Commissioner Nguyen asks if anyone in the audience have any comments and no one else chose to comment. Commissioner Nguyen then closed the Public Hearing.

Commissioner Sundloff said he doesn't think there is an urgency to push this through and feels like we should get additional information about our concerns and he said the information given tonight is from a narrow window.

Commission Sommerkorn agreed with Commissioner Sundloff and would like more time to find out if this is a problem and to determine if we really need to add this to our ordinances.

Commissioner Branch said we are vacillating between to topics. One being if we really need the ordinance and the other is that we don't have enough information to make the decision tonight.

Commissioner Barrus added that he feels the same and that it would be in the best interest to table the item and get more information.

Commissioner Doxey would like to know if there are other city's in Davis county doing this.

Motion: Commissioner Branch made a motion to defer making a recommendation to City Council. Commissioner Sommerkorn seconded the motion.

Vote: The motion passed 7-0.

Public Hearing for Ordinance 17-7-5: Explosives Prohibited in Residentially Zoned Districts:

Introduced by: Melinda Greenwood

Melinda Greenwood gave an introduction of the Rezone at 478 South Main Street and said public hearing notices were mailed out to the required homes within the 500 square foot radius. She explained the area has various zoning districts in the local area. She shared that the 2019 General Plan has provisions which support the rezone request. She specifically mentioned that the Plan for Additional Moderate Income Housing from the 2019 General Plan listed zoning properties to R-M, permitting multiple unit structures

Commissioner Sundloff made a motion to recommend approval of the text amendment as listed in staff report. Commissioner Branch seconded the motion. All voted in favor of the motion which passed 7-0.

5- Public Hearing for Text Amendments enacting Kaysville City Code 17-7-5: Explosives Prohibited in Residentially Zoned Districts

Introduced by: Melinda Greenwood

Ms. Greenwood gave a brief history of this text amendment, including that it was before Planning Commission in February and staff was directed to answer some questions and bring it back to the Planning Commission. The ordinance was drafted as a result of a routine license review conducted by the US Bureau of Alcohol, Tabaco, and Firearms (BATF) who asked the City if we allowed explosives manufacturing in residential zones. A Kaysville resident has previously held an explosives license, which gave him the permission the BATF to manufacture anything kind of legal explosives. The BATF looks to the regulations of local jurisdictions to determine whether they should issue a license or not. The City Attorney and the BATF Agent felt we needed to additional language in Kaysville City Code to prohibit explosives manufacturing in residential zones.

Chair Nguyen said he feels explosives should not be allowed in a residential zone and reiterated the difference between selling of fireworks and manufacturing the explosives.

Chair Nguyen opened a Public Hearing regarding the item.

Joe Hepworth is a Kaysville resident who said his father worked at Thiokol and developed rocket propellant. He said from young age he started building rockets with motors which is a passion for him. He said that if this text amendment passes then any child that launches a rocket would be committing a crime and hobbyists would not be permitted to build or launch rockets. He shared with the Commissioners a reference to the National Association of Fire Protection Code 1122 which would apply to model rocket safety code and that section 1127 is the high power rocket safety code. Mr. Hepworth asked that model rockets and motors be exempted from the ordinance.

Commissioner Allred said that he is not aware of anywhere in Salt Lake County that allows model rockets to be launched.

Joe Hepworth said he holds an annual event with his employees in Springville where they build a rocket and launch it with an egg 750 feet in the air. He works with the fire chief each year to get a permit and so he can bring his grandchildren and the fire department offers to wet the grass down before the event. He reiterated his request that model rockets and motors be an exemption.

Chair Nguyen closed the Public Hearing and turned the time over to the commissioners for questions and discussion.

Commissioner Sundloff commented that the individual who originally prompted this discussion appeared to not be in attendance and asked if Mr. McGraw has given up due on the ordinance?

Ms. Greenwood stated that she reached out to Mr. McGraw letting him know that staff was going to proceed with the ordinance and Mr. McGraw was not pleased with the news.

Commissioner Sundloff shifted gears and asked staff if Kaysville City Attorney was involved and Ms. Greenwood shared that she worked with the City Attorney as well as the Fire and Police Chiefs to develop

the ordinance.

Commissioner Lyon thinks that you add a “d” to section 6 of the ordinance saying that model rocketry engines subject to the NAFD sections 1121 and 1127.

Commissioner Sundloff said he feels the ordinance is over broad and it never crossed his mind for the model rocketry until Mr. Hepworth brought it up. He said if we would allow fireworks to be shot up in the air and explode then what would be the rationale to exclude a rocket going up in the air and floating down with a parachute? He said fireworks do the same thing so the model rockets should be clearly exempted.

Commissioner Doxey made a motion of approval for a text amendment enacting Kaysville City Code 17-7-5 on explosives with the condition that staff include language exempting model rocketry, to not bring it back to Planning Commission and to forward it to the City Council. Commissioner Lyon seconded the motion. All voted in favor of the motion, 7-0.

6- Call to the public

There were no public comments.

7- Staff reports and calendar

Ms. Greenwood thanked the Commissioners for coming early for the General Plan discussion. She also shared details from a Kaysville Main Street stakeholder meeting which was held earlier that day regarding possible Main Street enhancements in the downtown area. She reported the meeting was well attended and the City received good feedback at the meeting.

She stated the next Planning Commission meeting is scheduled for July 14th.

Staff thanked Chair Nguyen for his service on the Planning Commission and said he will be moving to serve on the Power Commission. He was presented with a service certificate and a gift card as a token for his service.

Commissioner Sommerkorn thanked Commissioner Nguyen for his time and service with the city as well as his time served in the Ukraine.

The meeting was adjourned at 7:44 pm by Commissioner Lyon.

CITY COUNCIL STAFF REPORT



MEETING DATE: July 21, 2022

TYPE OF ITEM: Action

PRESENTED BY: Melinda Greenwood, Community Development Director

SUBJECT/AGENDA TITLE: Main Street Revitalization Plan Adoption

EXECUTIVE SUMMARY:

The Main Street Revitalization Plan was discussed as a work item at the July 7, 2022 City Council meeting. Based on that discussion, the item is back before the Council for action. A final draft of the Kaysville Main Street preferred concept is attached.

Staff recommends the Council approve the proposed Main Street Revitalization Plan.

City Council Options:

Adoption of the proposed Main Street plan.

Adoption of the proposed Main Street plan with conditions.

Deny adoption of the proposed Main Street plan.

Recommended Option:

Staff recommends the City Council approve the proposed Main Street alternative.

Fiscal Impact:

\$2,363,000 (2025 dollars) – funding sources are TBD.

Attachments:

1. Kaysville City Main Street Concept – June 28, 2022 Draft

Kaysville Main Street DRAFT Preferred Concept

This document summarizes the preferred concept for Kaysville's Main Street (S.R. 273). This is a joint vision created by both Kaysville City and the Utah Department of Transportation. The concept was developed through a collaborative process involving key people in UDOT and Kaysville and addresses the needs of both UDOT and the Kaysville community.

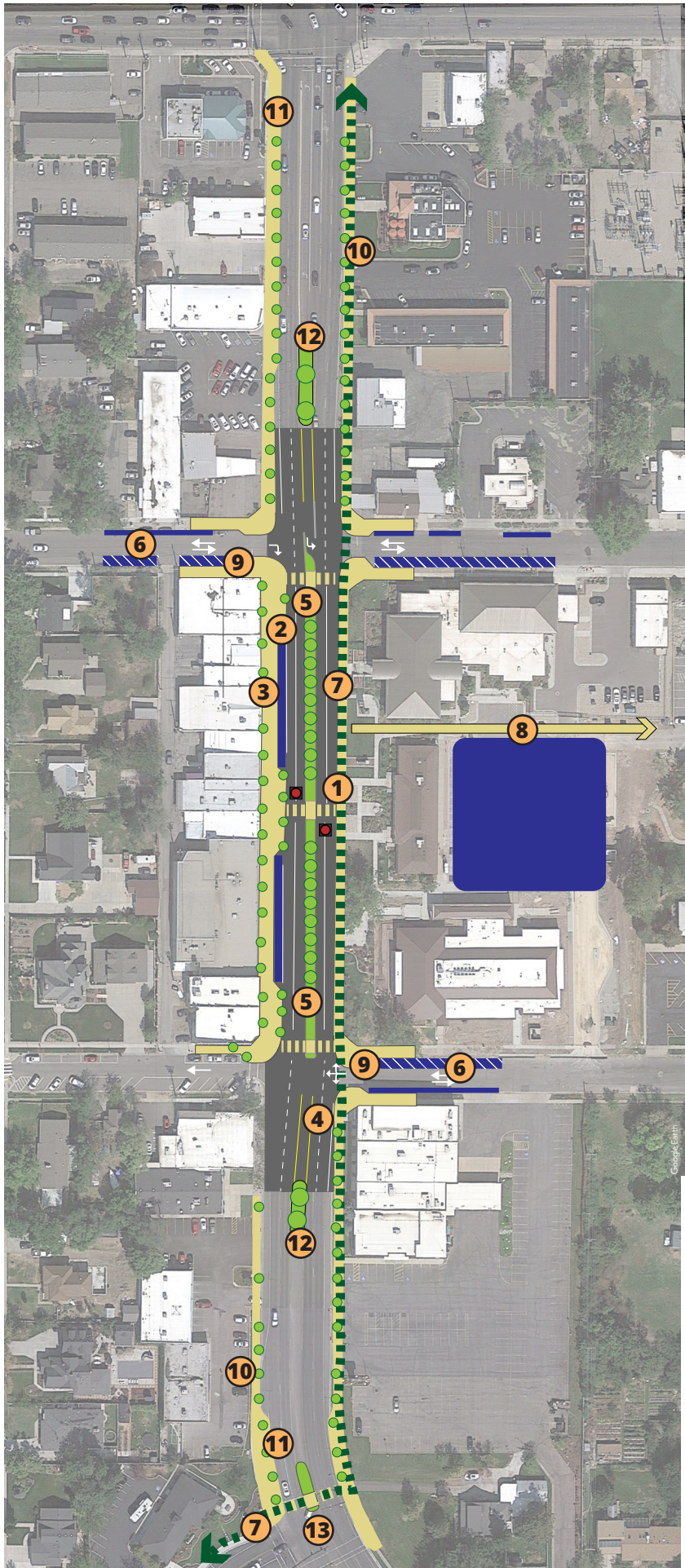
The concept builds on Kaysville City's Main Street Vision the City created in 2019. This vision is a broad directive for Main Street, and this more detailed collaboration with UDOT for the street right-of-way and transportation elements is an important implementation piece of that vision.

The initial conversations among Kaysville and UDOT highlighted two key priorities: placemaking and access. The concept reflects these themes. Place in this case means public space, aesthetics, slowing traffic, and a full downtown streetscape extension. Access means pedestrian crossings, parking, access management, network, and active transportation.

This document provides an overview of the concept and its elements; the details and examples of each element; and ideas for how the project will be implemented and funded.



Rendering of Kaysville Main Street Preferred Concept



PEDESTRIAN



New pedestrian space



Marked pedestrian crossing



HAWK pedestrian-activated crossing

STREETSCAPE



Street trees



Planted median island

PARKING



Reconfigured diagonal parking



Reconfigured parallel parking



Key district off-street parking area

NETWORK LINKS



Shared use pathway

Concept Overview

The Kaysville Main Street Preferred Concept seeks to improve Main Street's access and sense of place while still moving traffic on the state highway corridor. It does this through a major extension of the pedestrian area on the west side of the central block of Main Street and landscape and streetscape improvements in the new space; a lateral transition of the traffic lanes to the east to allow for the west side sidewalk extension; a set of landscaped medians; the movement of the existing HAWK to a mid-block location and additional pedestrian crossings at Center Street and 100 North; reconfiguring of 100 North and Center Street with diagonal parking; and some restriction of turns on and off Main Street. The concept keeps the street's existing vehicle capacity.

These improvements will create more high quality public space; improve the pedestrian environment; slow traffic; increase the ability for pedestrians to cross the street safely, conveniently, and with ease; better connect Main Street to the parking on the City Hall block; maintain parking and make it overall more convenient; and manage vehicle access on and off Main Street.

The major tradeoff of the concept is likely the loss of on-street parking spaces on Main Street (primarily on the east side) in exchange for a much bigger pedestrian environment on the west side of the street, a more traffic calmed environment, and shorter and more frequent pedestrian crossings. The concept seeks to make the parking in the City Hall block more convenient to Main Street patrons and diagonal spaces on the nearby cross streets help make up for lost Main Street parking as well.

Concept Elements

CENTRAL BLOCK

- ➊ Move HAWK signal and crosswalk from Center Street to mid-block between Center Street and 100 North
- ➋ Extend curb on west side in central block of Historic Main Street
- ➌ Preserve the majority of on-street parking on west side of central block with time-restricted or pay spaces - with the exception of the north and south ends and middle, where pedestrian area curb extensions would take the place of an estimated six spaces.
- ➍ Lane shift to east so that travel lanes are against existing east curb in central block; begin shift on north and south blocks
- ➎ Median in central block with pedestrian refuges at mid-block, 100 North and Center Street, and "super street" access management extension
- ➏ Stripe diagonal parking on one side of Center Street and 100 North (with parallel on the other side)
- ➐ East side shared use path to connect with other planned pathways, especially to the south
- ➑ Intuitive, direct pathway through the civic block, linking Main Street to the parking lot and beyond to the Recreation Center and Senior Center and Kaysville Elementary, with supportive wayfinding to parking and downtown locations
- ➒ Curb extensions into cross streets at the corners of Center Street and 100 South, similar to the existing curb extensions at Center Street on west side of Main Street

NORTH AND SOUTH BLOCKS

- ➓ Downtown streetscape extension to north and south blocks
- ➑ Sidewalk extensions into shoulder at north and south ends of historic Main Street
- ➒ Short medians at strategic locations on north and south blocks
- ➓ Marked pedestrian crossing with ped refuge on north leg of 50 West crosswalk – change signal phases accordingly

Enhancing public space.

The concept starts with public space – leveraging and complementing Kaysville’s historic storefronts and civic buildings with a wide, high-quality sidewalk area and pedestrian realm that will provide space for strolling, people-watching, outdoor dining, farmer’s markets and events.

This space is created by extending the west side sidewalk substantially at the central block to a 20- to 30-foot pedestrian realm with street trees, landscape and furnishings such as benches and pedestrian scale lighting, as well as opportunities for outdoor dining. This space can be a large piece of revitalizing Main Street, complementing existing businesses and attracting new ones, especially restaurants. Most importantly, it can be a promenade for the community to gather, whether for events such as farmers markets or parades or on a typical Saturday evening.

The possibility remains for upgrades on the east side of Main Street with enhancements to the plaza area near the former library building. This could be a space that connects to and complements the widened pedestrian realm on the west side. Plaza upgrades and could host events such as a Christmas tree lighting.

Traffic calming.

Calming traffic is a foundational part of a vibrant Main Street and walkable downtown. The Kaysville Main Street concept has several elements that will contribute to traffic slowing, while not causing undue delays. With the curb extension and the median, the concept narrows the roadway. It creates a human scale for the street with trees, streetscape, and public space on the sides. And the lanes moving to the east edge of the roadway at the central block creates a lateral shift that drivers must make, which will also slow them down.

Increasing and improving pedestrian crossings.

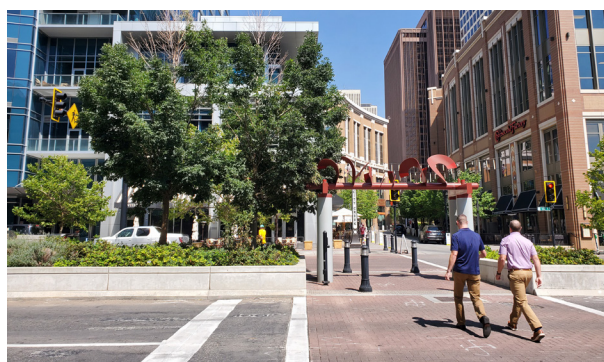
Moving the HAWK crosswalk currently located at Center Street to mid-block will place a safe crossing at the most desired point along Main Street. This will work hand-in-hand with the parking strategy by connecting to and promoting where people can park in the middle of the block in place of some of the removed parking along the west side storefronts.

In addition, because of the traffic calming strategies, the shortening and breaking up of the crossing by the curb extension and the pedestrian refuge, crossings will be marked at 100 North and Center, providing a frequent series of crossings in the heart of Main Street that will also work with traffic patterns.

Finally, the extension of downtown streetscape and pedestrian realm includes the addition of the north crosswalk leg of the Main Street / 50 West signalized



Above are examples of the type of wide pedestrian realm that the concept proposes for Kaysville Main Street’s central block, demonstrating a range of uses, including strolling, dining, landscape, and public space.



A center median in a downtown area can provide multiple functions - establishing a pedestrian refuge for pedestrian crossings while calming traffic, managing access, and greening the street, such as in this example from downtown Salt Lake City.

intersection, which will also be a bike/multi-use path crossing.

Increasing aesthetics/beautification.

Aesthetics are a major part of the concept. The aesthetics play off the historic character of Main Street's storefronts, civic buildings, and large trees. Aesthetics have two key aspects in this concept:

- Greening through additional street trees and other landscape – both along the sidewalk and in the new medians, which will be planted with trees and other landscape (while maintaining appropriate sight distances).
- Streetscape elements that complement and reflect the heritage of Kaysville and the historic character of Main Street.

Reconfiguring and connecting parking.

Parking is a critical issue on most Main Streets, and because of the Main Street Vision's emphasis on vehicular and pedestrian access to Main Street, parking takes on extra importance. The concept's approach to parking is to designate on- and off-street parking resources that complement the public space approach and support the desired uses of Main Street. While some of these changes may be surprising and unsettling to the community initially, we think this parking approach in the long term will best achieve the Vision. The concept's parking related recommendations are:

- Remove on-street parking on the east side of Main Street's central block, preserving all but an estimated six spaces on the west side, and making these on-street spaces short-term parking intended for customers.
- Replace these Main Street on-street parking spaces by creating diagonal parking on one side of 100 North and the east segment of Center Street (the west segment is already diagonal on one side). Creating these parking areas is still convenient to Main Street storefronts.
- Having a pedestrian-activated HAWK signal mid-block, a pedestrian refuge, and slowed traffic much more closely links the west side storefronts to the civic block parking lot.



A coordinated set of streetscape amenities is important to create a human scale environment on Main Street.



The approach to Center Street of diagonal parking on one side can be expanded to the other side of Main Street and 100 North.

- The civic lot and other parking would benefit from increased wayfinding and information for visitors.

Managing vehicle access.

Access management is a key part of the Main Street concept. Restricting some turn and through-traffic movements reduces potential conflicts and allows for safer pedestrian circulation.

- Turn restrictions: The “super street” concept will help reduce conflicts from left and through movements from 100 North.

Connecting the street/pathway network

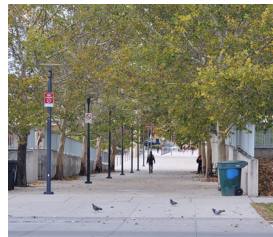
While the gridded street network of Kaysville’s downtown area is established, one smaller street/pathway network improvements is recommended: the consideration of a more intuitive pathway through the civic block, linking the planned mid-block crosswalk of Main Street to the parking lot and the recreation center, and then to Kaysville Elementary School beyond.

Extending the downtown street character

The north and south blocks of Kaysville’s Main Street have parts of the historic streetscape treatments, such as street trees, but also have more of a suburban character, with unbuffered parking lots, frequent driveways, and grassy park strips. The concept includes the extension of the central block streetscape features that evoke a walkable downtown to the north and south blocks, as well as sidewalk extensions into the shoulder at the north and south entries into the downtown and



An example of the “super street ” concept that restricts left and though movements from cross streets onto a major street.



Downtown Salt Lake City has a range of positive examples of pedestrian pathways through the district's large blocks that inform a potential pathway through Kaysville's civic block.

landscaped medians that still allow for left turns into driveways.

Helping people riding bikes access Main Street.

While the focus of the Main Street concept is pedestrian and vehicular access, there are opportunities to better connect people riding bikes to Main Street. The best opportunity for this concept is to manifest an extension of the “Ponds” multi-use path up 50 West to Main Street and build a multi-use pathway on the east side of Main Street. This emphasis on bike and pedestrian mobility on the east side of Main Street complements the emphasis on the west side of public space.

This shared use path does present some implementation challenges. There is little existing right-of-way above the curb to transform into a multi-use path, which should be at least 8 feet wide, preferably 10 feet. While the east side of the central block of Main Street does include City-owned property, this space includes mature trees and relatively new investments in landscaping and the police station stairs. Consequently,



While the Kaysville Main Street Vision focuses on pedestrian and vehicle access, bicycles are a relatively popular way for people to access Main Street. This composite image of all non-vehicle trips in one hour on Main Street is heavily tilted toward people riding bikes or scooters.

Concept Development Process

The Kaysville Main Street concept builds on the City's Main Street Vision created in 2019. At the same time, the City was developing an updated General Plan, whose process identified Main Street as a priority. This created the opportunity to initiate a focused collaboration with the Utah Department of Transportation (UDOT) on how improvements to the Main Street right-of-way can help support the City's vision.

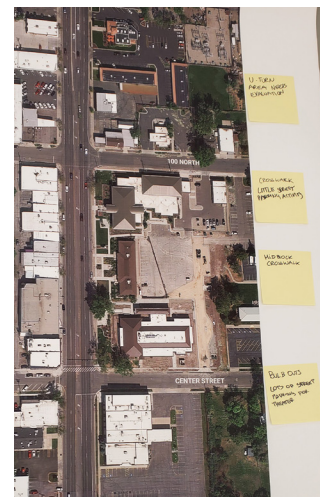
The process started in February 2021 with a site tour undertaken by Kaysville City leadership and staff and UDOT Region 1 staff. Then, over an online meeting using a polling program, the same group provided feedback 1) about the importance of a range of potential goals and 2) what each goal means. These conversations highlighted two key shared priorities: **placemaking**- public space, aesthetics, slowing traffic, streetscape- and **access**- pedestrian crossings, parking, access management, network, and active transportation.

The project team studied existing conditions throughout the Main Street area that focused on access and placemaking, as well as analysis of the range of transportation modes served by Main Street- traffic, transit, bicycling, and walking. The team engaged Main Street business owners through a short survey.

In August 2021, the Kaysville/UDOT group came together at Kaysville City Hall for a workshop to develop ideas based on the identified shared priorities. The workshop yielded four alternative concepts with various approaches to sidewalk expansions, pedestrian crossings, medians, and parking solutions (see images at right).

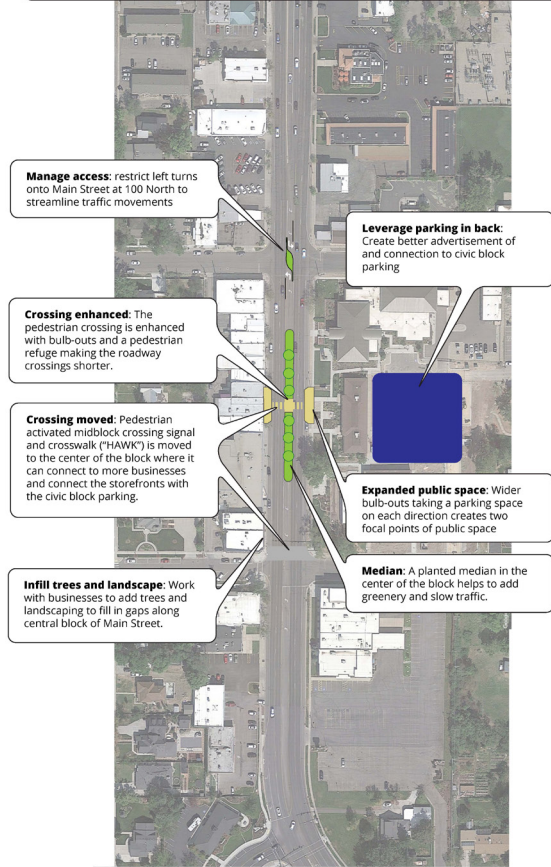
The team presented the concepts to the group, which convened again in October to select a preferred concept. The group gravitated toward a mix of the concepts that became the Preferred Concept - a solution that is unorthodox and creative but still achieves the goals of both the community and UDOT.

The Kaysville Main Street process shows that focused, careful collaboration between UDOT and a local community that considers common goals can open the door to creative solutions.



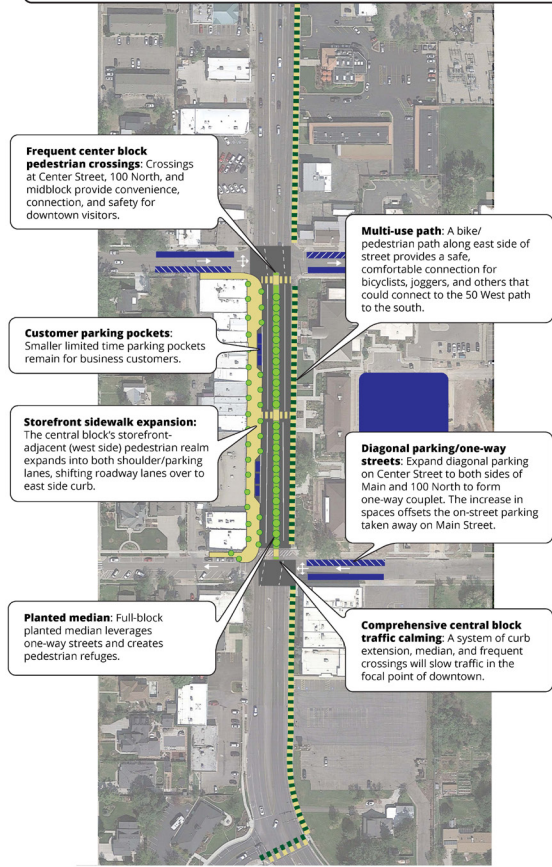
ALTERNATIVE 1

Move crossing to midblock and smaller improvements



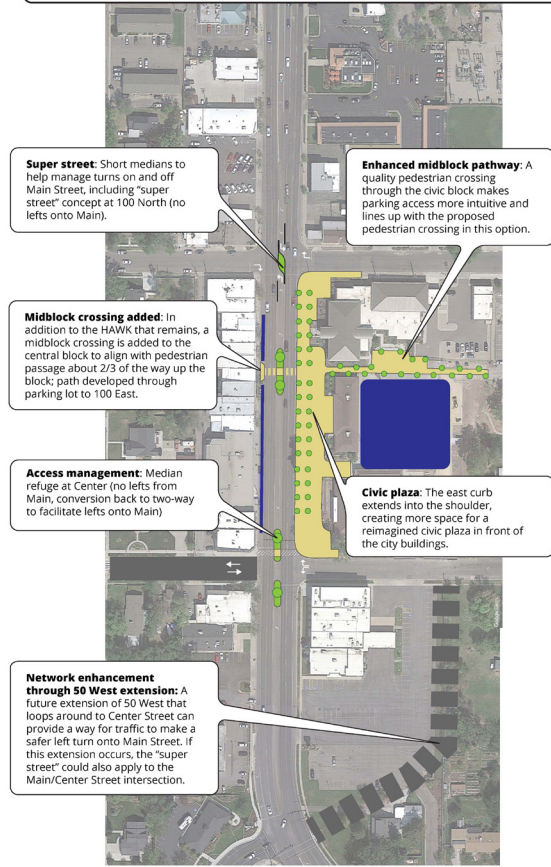
ALTERNATIVE 2

Historic storefront pedestrian realm expansion



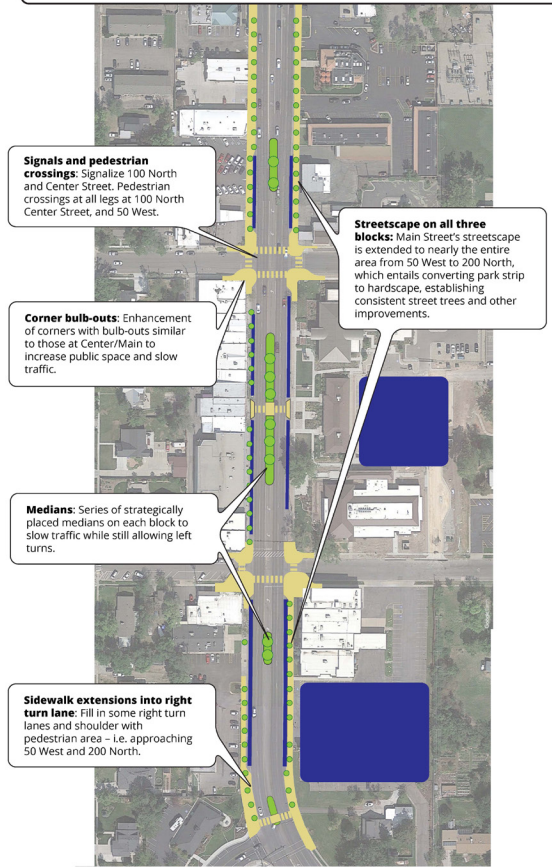
ALTERNATIVE 3

Civic campus plaza enhancement



ALTERNATIVE 4

Full historic Main Street streetscape



much of the pathway could need to run immediately along the roadway, which will be without a shoulder or on-street parking as a buffer to moving traffic.

Implementation

Aspects of implementation discussed here include:

- Roles: Who will do what to get the project done.
- Funding: How the project's design, construction, and any other costs will be covered.
- Phasing : How the project will be broken up into manageable and feasible pieces, and which ones will happen first.
- Addressing key concerns: Anticipating concerns from stakeholders and the public that may arise, and how to address those concerns.

Below are considerations for each.

Roles

The Kaysville Main Street project will be a partnership. Kaysville City and UDOT will continue to work together, coordinating and meeting as needed as the project progresses.

Kaysville City will engage stakeholders and the broader community on the Preferred Concept for Main Street. The City will seek adoption of the Preferred Concept by the Mayor and City Council. The City will consider the extension of its downtown redevelopment area north of 200 North to encompass this project's study area, in order to capture tax increment to help fund the project. The City will work to identify a mix of potential funding sources and then work with UDOT to refine, continue to plan, design, and construct the project.

UDOT Region 1 will work with Kaysville City to establish and define the Main Street improvements as a distinct project and place it on the Statewide Transportation Improvements Program (STIP). UDOT will work with Kaysville to seek state and regional funding sources.

In case of desire to move or enhance bus stops to implement the concept, Kaysville and UDOT will seek to include **Utah Transit Authority (UTA)** as a partner.

Business and property owner stakeholders are also partners in the project, both from a planning and design standpoint, a logistics standpoint (construction management), and possibly from the standpoint of shaping or contributing to the streetscape improvements.

Funding

Appendix 1 is an initial high-level cost estimate for the Preferred Concept and identifies a rough cost of \$2.37 Million for the project, including all three Main Street blocks addressed in the concept. Several options exist to help pay for the project.

Local sources:

- Kaysville City General Fund or Capital Improvements Program
- Potential extension of downtown redevelopment area to the project study area and resulting tax increment financing (TIF) funds

UDOT sources:

- Transportation Investment Fund (TIF) Active
- Transportation Alternatives Program (TAP)
- Class B & C Road Funds

Other State funds:

- GO-UTAH Utah Main Street Program funds

Phasing

The project could be phased in a number of different ways. It could be built as one large project, from 200 North through 50 West. Or it could be divided into a few phases, each of which can work independently as a functional project until the other phases are added. The following are considerations:

- **Moving the HAWK from Center Street to mid-block** between Center Street and 100 North could be an initial “pre-phase” of the project, in order to begin the connection of the west side of the central block of Main Street with the civic campus and its parking. However, the placement of the HAWK pole on the west side available now is not likely optimal for the eventual project layout.
- **The central (civic) block improvements** could be implemented before those on the block to the north and the south. However, with the planned lateral transition of the lanes to the east and back, work would extend into the north and south blocks for this phase, so it might make sense to make any improvements there at the same time. In addition, the improvements on the north and south blocks constitute a relatively minor part of the overall improvements- there is little downside to do all three blocks at once.

In summary, each element of the concept does help reinforce and lead to the success of the others. If the project is broken up into phases, the concerns would be that temporary transitional fixes may be needed and the trade-offs of the concept would not be apparent. For example, street parking might be lost or changed but the public space improvements wouldn’t have been built, not yet demonstrating the payoff for giving up parking.

Addressing potential concerns

The following are some potential concerns about the concept, based on conversation among the project committee, and initial thoughts on how to address those concerns.

Reconfiguration of parking: On-street parking in the Main Street area will be reconfigured to complement the concept, and especially along the central block of Main Street directly adjacent to the businesses in the historic storefronts the reconfiguration could be perceived as a loss of parking. Indeed, there will be fewer spaces directly adjacent to these businesses that rely on such parking. However, there are many considerations:

- The west side of Main Street in the central block would only lose an estimated six spaces.
- New diagonal parking on side streets will likely make up for the lost Main Street parking.
- In addition, the mid-block HAWK signalized crossing will make it easier for patrons, proprietors, and employees of these businesses to access the large parking lot across the street, in back of the City Hall.
- We hope that what is gained in public space by trading off the on-street parking is, especially in the long run, worth the loss.
- Part of the concept is a series of customer parking pockets on the west side of Main Street in the central block - on-street parking spaces with time restrictions.

Vehicle access: Main Street’s current configuration generally allows open vehicle access on and off Main Street. The Main Street concept restricts this vehicle access on and off Main Street, which may force drivers to think more carefully about how they access certain Main Street destinations. But by implementing these restrictions, Main Street becomes easier and safer to use as a pedestrian and becomes safer for motorists as well, due to the potential conflicts with other vehicles eliminated.

Mobility on Main Street: The Main Street concept is designed to slow traffic between 50 West and 200 North. This may raise concerns about increases of travel time through this segment of Main Street (S.R. 273). Yet this is a very short segment that, at peak traffic times, often produces queues especially in the p.m. peak in the northbound direction. Slowing, combined with the access management improvements, are likely to smooth traffic flow.

Visibility: Introducing elements such as planted medians and streetscape can raise concerns about motorists being able to see crossing pedestrians or cyclists or other motorists. However, these additional elements are designed to create a slow environment for autos that reduces the speed, increasing available reaction time to react to other users in the roadway. Furthermore, creating a human scale for the street also engenders slow auto travel.

Special events: The Kaysville community has historically used Main Street for community events such as its 4th of July parade. There may be concerns about whether these events will thrive under the new configuration. We assert that parades and other community events will still thrive with the new medians and streetscape, and in some cases, will thrive more than the current configuration.



EXISTING STREET



VISION CONCEPT

KAYSVILLE MAIN STREET CONCEPT ESTIMATE - DRAFT

			Center to 100 N		50 W to Center		100 N to 200 N		Units	Combined Total	Combined Total Price	Price	Remarks
			Quantity	Cost	Quantity	Cost	Quantity	Cost					
Road	015017010	Remove Tree	6	\$3,000	0	\$0	10	\$5,000	each	16	\$8,000.00	\$500	
	015547005	Remove Concrete Curb and Gutter	830	\$12,450	300	\$4,500	310	\$4,650	foot	1,440	\$21,600.00	\$15	
	01557001*	Remove Asphalt Pavement	1,920	\$28,800	440	\$6,600	180	\$2,700	square yard	2,540	\$38,100.00	\$15	
	022217050	Untreated Base Course (Plan Quantity)	100	\$2,000	90	\$1,800	90	\$1,800	cubic yard	280	\$5,600.00	\$20	
	022217125	Asphalt Pavement Soft Spot Repair - Type A	300	\$15,000	190	\$9,500	210	\$10,500	sq yd	700	\$35,000.00	\$50	
	022217165	HMA - 1/2 Inch	495	\$52,010	305	\$32,051	340	\$35,700	ton	1,141	\$119,761.69	\$105	
	027217020	HMA - Bike/Ped Path 1/2 Inch	130	\$14,950	120	\$13,800	120	\$13,800	ton	370	\$42,550.00	\$115	
	02737001*	Emulsified Asphalt CSS-1	1	\$500	1	\$500	1	\$500	ton	3	\$1,500.00	\$500	
	027417050	Detectable Warning Surface	10	\$5,000	6	\$3,000	2	\$1,000	each	18	\$9,000.00	\$500	
	027437040	Concrete Curb and Gutter Type B1	2,030	\$60,900	750	\$22,500	545	\$16,350	foot	3,325	\$99,750.00	\$30	
	027487040	Concrete Flatwork, 4 inch thick	24,050	\$240,500	4,220	\$42,200	5,050	\$50,500	square foot	33,320	\$333,200.00	\$10	
	027717086	Rotomilling - 1 1/2 Inch	5,950	\$47,600	3,670	\$29,360	4,010	\$32,080	square yard	13,630	\$109,040.00	\$8	
Drainage	026107386	Drainage Pipe - 18 inch, Smooth, Leak-Resistant	40	\$6,000	40	\$6,000	20	\$3,000	foot	100	\$15,000.00	\$150	
	026337130	Concrete Drainage Structure 5 ft to 7 ft deep - CB 9	2	\$10,000	2	\$10,000	1	\$5,000	each	5	\$25,000.00	\$5,000	
	018927050	Reconstruct Manhole	2	\$3,000	4	\$6,000	1	\$1,500	each	7	\$10,500.00	\$1,500	
Traffic	027657050	Pavement Marking Paint	40	\$2,000	42	\$2,100	40	\$2,000	gallon	122	\$6,100.00	\$50.00	
	027687105	Pavement Message (Preformed Thermoplastic)	2	\$800	2	\$800	10	\$4,000	each	14	\$5,600.00	\$400.00	
	027687110	Pavement Message (Preformed Thermoplastic Stop Line, Crosswalks - 12 inch)	310	\$4,650	140	\$2,100	160	\$2,400	ft	610	\$9,150.00	\$15.00	
	028917028	Sign Type A-1, 12 Inch X 36 Inch	5	\$500	5	\$500	5	\$500	each	15	\$1,500.00	\$100.00	
	028917270	Remove Sign Less Than 20 Square Feet	2	\$60	2	\$60	2	\$60	each	6	\$180.00	\$30.00	
	028917285	Relocate Sign Less Than 20 Square Feet	8	\$1,600	6	\$1,200	5	\$1,000	each	19	\$3,800.00	\$200.00	
Environmental		Landscaping w/topsoil, sod and irrigation	3,115	\$46,725	700	\$10,500	655	\$9,825	square foot	4,470	\$67,050.00	\$15.00	
		New Tree, 2 inch caliper	25	\$16,250	15	\$9,750	10	\$6,500	each			\$650.00	

Totals	\$574,300	\$214,820	\$210,370	\$999,490.00
Totals (no path)	\$557,350	\$199,220	\$194,770	\$951,340.00
Totals (no mill + fill)	\$459,690	\$143,910	\$132,090	\$735,690.00
Totals (no mill + fill and no path)	\$442,740	\$128,310	\$116,490	\$687,540.00

subtotal \$951,340 no path, all 3 blocks

#N/A	Traffic Signal System (RELOCATE HAWK)	1	\$150,000
16525701D	Highway Lighting System	1	\$100,000

subtotal \$1,201,340

015017010	Mobilization	1	\$121,000	Usually 7-10% of construction
015547005	Traffic Control	1	\$61,000	Usually 3-5% of construction
01557001*	Maintenance of Traffic	1	\$13,000	Usually 1% of construction
015407010	Public Information Services	1	\$4,000	Usually 0.25% of construction

Subtotal	\$1,400,340
Contingency	20.00% \$280,070
Construction Total	\$1,680,410

PE Subtotal	8% \$134,430
CE Subtotal	10% \$168,040
Aesthetics	0.75% \$12,610
Change Order Contingency	9% \$151,240

Total \$2,146,730

Assumed Inflation for 2025 3.25% \$2,363,000

Assumed 5% of total mill and fill area for full depth patching (soft spot repair)
Assumed no additional subbase work (beyond Flatwork) for concrete replacement/expansion
Assumed 11' lanes, crown in center of existing center lane.
Assumed lighting cost prorated for distance based off another project
Assumed \$100,000 for HAWK relocation (original cost)
Assumed \$50,000 to move HAWK cabinet, etc (was already there for original HAWK project)
General pavement + base costs for HMA paths, this does not take into consideration the impacts which are considerable

CITY COUNCIL STAFF REPORT



COUNCIL MEETING DATE: July 21, 2022

TYPE OF ITEM: Work

SUBJECT/AGENDA TITLE: FFKR Assessment Report – Library Building

EXECUTIVE SUMMARY:

FFKR Architects will present their assessment and findings for the Library Building.

On November 4, 2021, the City Council authorized a contract with FFKR for an assessment report on the Library Building. This is the first step in the process of determining the use of the building and potential costs in any preservation work. Kaysville City received a grant for the FY 22 Cultural Organization Capital Investment Grant thru the Utah Division of Art and Museums.

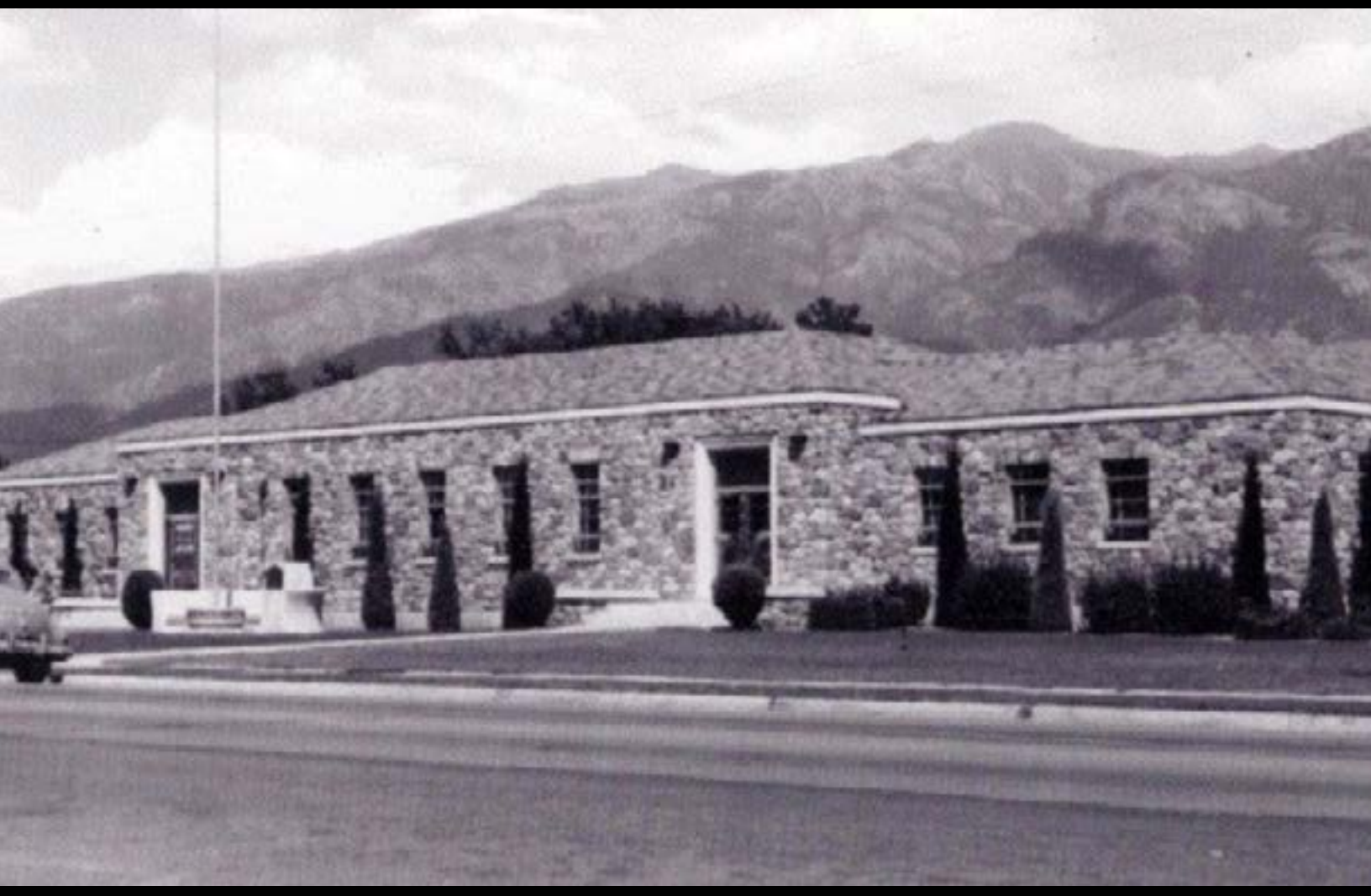
Council Options: Provide direction to Staff

Recommended Options:

Fiscal Impact & Fund Source for Recommended Action:

KAYSVILLE CITY BUILDING REPORT -

HISTORIC BUILDING CONDITION ASSESSMENT AND RECOMMENDATION REPORT



FFKR ARCHITECTS

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TAB ONE

EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

HISTORY

The Kaysville Municipal Building originally housed city offices, a library, kitchen, assembly hall, and a concrete vault for city records. The building was designed by the Salt Lake City based architectural firm of Ashton and Evans. Construction began in earnest in late 1941 but was halted after the attack on Pearl Harbor and not resumed until 1943 with completion in 1944. Funding for the building came in part through a WPA (Works Progress Administration) grant. The one-story structure was built using the native stone from nearby canyons.

Roger Roper, architectural historian, paints a descriptive picture of the building:

“Even the design of the building was progressive in concept. While most WPA projects were designed in a style labeled PWA/WPA MODERNE, “This is a one-story building, constructed of rubble-faced veneer, that has a low-pitched, truncated hipped roof. There is a large central rectangular block flanked by smaller rectangular wings. Symmetrically arranged, the building has two front entrances located to the side on the central section. While each of these entrances has a cast stone architrave, the rest of the openings are unornamented. The stone was quarried locally and matches that of the earliest rock homes built in the area. The straight-forward classicism of the building is unusual for PWA-sponsored buildings, for it lacks the more abstract, streamlined appearance often associated with this period of Utah architecture.”

ARCHITECTURAL

The building is in fair condition architecturally though it is currently used as surplus storage for the City. The exterior envelope of the building is not performing well, but there remain opportunities for improvement and remediation of these issues. The primary recommendations for improvement are:

- Landscape / irrigation modifications to prevent water intrusion
- Repointing exterior masonry walls
- Repair of or / Replacement of exterior doors
- Repair of or/ Upgrade existing windows
- Repair / Stabilization of precast concrete elements at the entrances and cornices
- Repair / replacement of the roofing membrane (largely driven by structural enhancement)
- Repair of / Replacement of water damaged and wall finishes, flooring, ceilings, etc.
- Insulating the foundations from the inside as well as the exterior wall.

The majority of the building's architectural components are in good condition and the exceptions listed above generally reflect conditions which are isolated to limited areas and represent a scope of work that can be accomplished with reasonable effort.

EXECUTIVE SUMMARY

STRUCTURAL

This report presents the results of the seismic evaluation of the Kaysville Historic Library located at 44 North Main Street Kaysville, Utah. The seismic evaluation consisted of a Tier 1 screening procedure per ASCE 41-17 Seismic Evaluation and Retrofit of Existing Buildings [1]. Nonstructural elements were not included as part of this evaluation.

The evaluation identified the following ten potential deficiencies in the building. It is important to note that this evaluation only highlights deficiencies deemed likely from cursory checks and investigations, and items may prove adequate upon further review. Also, many of these items stem from the same structural issues, and structural retrofit measures often mitigate several deficiencies. For this reason, we have lumped the deficiencies in to two categories 1) deficiencies due to inadequate structural detailing and 2) deficient wood diaphragms.

1. Site Concerns:
 - a. Liquefaction (Unknown)
2. Inadequate Structural Detailing:
 - a. Load Path
 - b. Wall Anchorage
 - c. Transfer to Shear Walls
 - d. Girder-Column Connection
 - e. Beam, Girder, and Truss Supports
3. Weak Wood Diaphragms:
 - a. Cross Ties
 - b. Straight Sheathing

MECHANICAL & PLUMBING

The existing mechanical systems are of standard efficiency and are considered to be at their expected service life. The overall performance and efficiency of the mechanical systems can be greatly improved through:

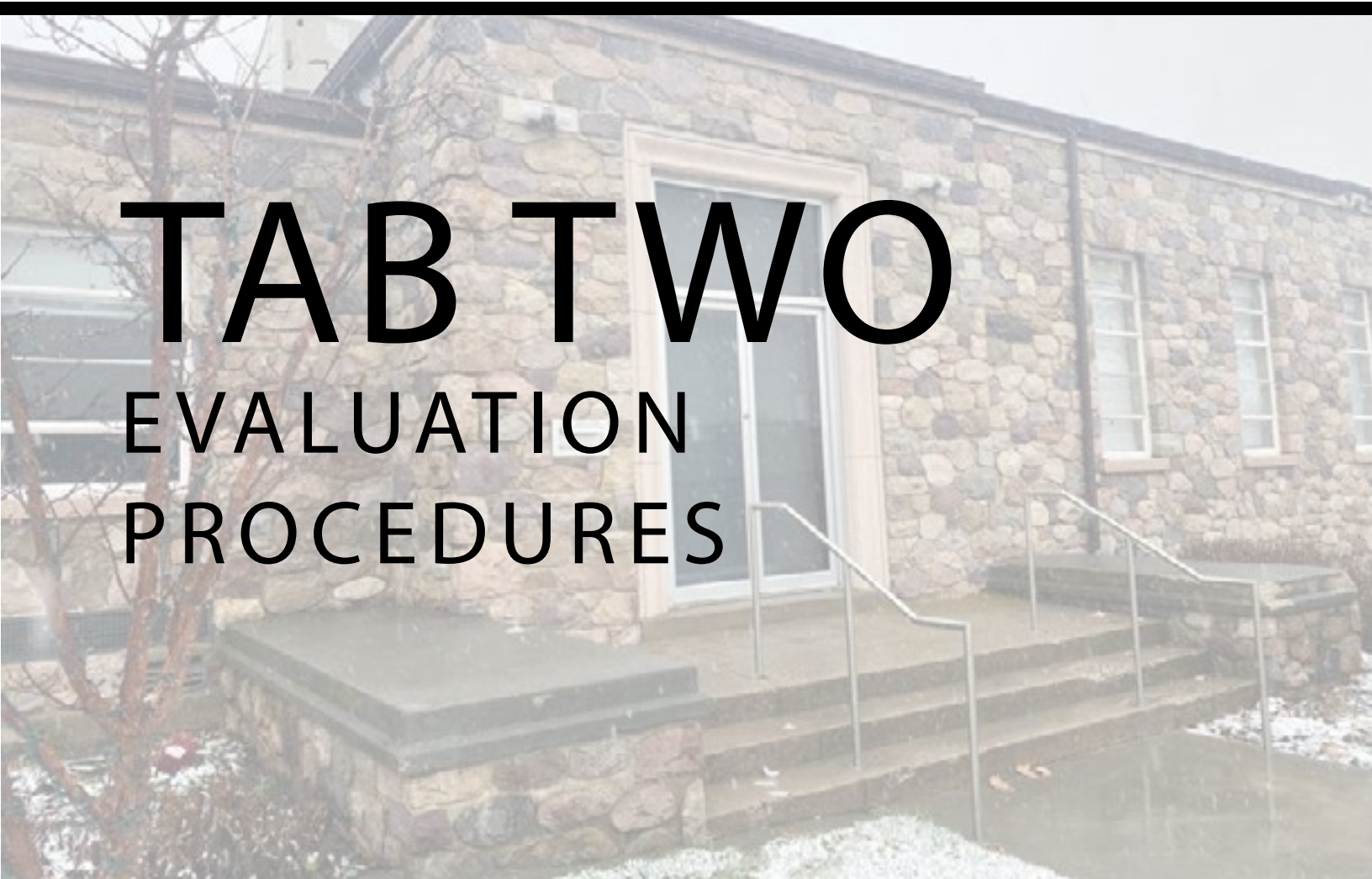
- Replacement of the entire mechanical system with high efficiency equipment.
- Provisions for exhaust from the restrooms and janitor's closet
- Provisions for zoned controls of the new mechanical system
- Improved air filtration
- Provide positive building static pressure by providing minimum outdoor air

The plumbing fixtures are newer replacement fixtures. The plumbing may still be utilized in its current condition but it may be the time to incorporate new water efficient fixtures.

ELECTRICAL SYSTEMS

The building's electrical systems are at their service life. The building's exterior and interior conduit, meters and panelboards are outdated. Interior circuits may be insufficient for the building's future needs.

The lighting is outdated and inefficient and comprised of T12 fluorescent fixtures and incandescent lamps. All existing lighting should be replaced with LED lighting for better light distribution and maximum energy efficiency. Lighting controls are simple toggle switches and should be replaced with occupancy sensors and other automatic controls. Emergency egress lighting should be installed.



TAB TWO

EVALUATION PROCEDURES

EVALUATION PROCEDURES

The FFKR team was led by

Steven D Cornell, AIA
Architect

STRUCTURAL

Reaveley Engineers
Jan Moore, SE
Principal Structural Engineer

MECHANICAL, ELECTRICAL AND PLUMBING

Spectrum Engineering
Jamie McCullough PE
Principal Mechanical / Plumbing
Engineer

David Hinckley, PE
Principal Electrical Engineer

COST ESTIMATING

Cost Engineers
Anthony Anzer

EVALUATION PROCEDURES

The building evaluation was conducted on December 9, 2021 and was the basis for determining the current condition of the building and its systems and identifying potential recommendations for future upgrades. The report that follows contains an architectural and engineering evaluation of the historic Kaysville Municipal Building's structural, architectural, mechanical, plumbing, electrical, lighting, fire alarm and audio-visual systems and is intended to serve as a baseline for recommended maintenance, systems upgrade or replacement, and accessibility improvements. A summary of the findings of the evaluation follows (by discipline).



TAB THREE

HISTORICAL USES OF THE BUILDING

HISTORICAL USES OF THE BUILDING



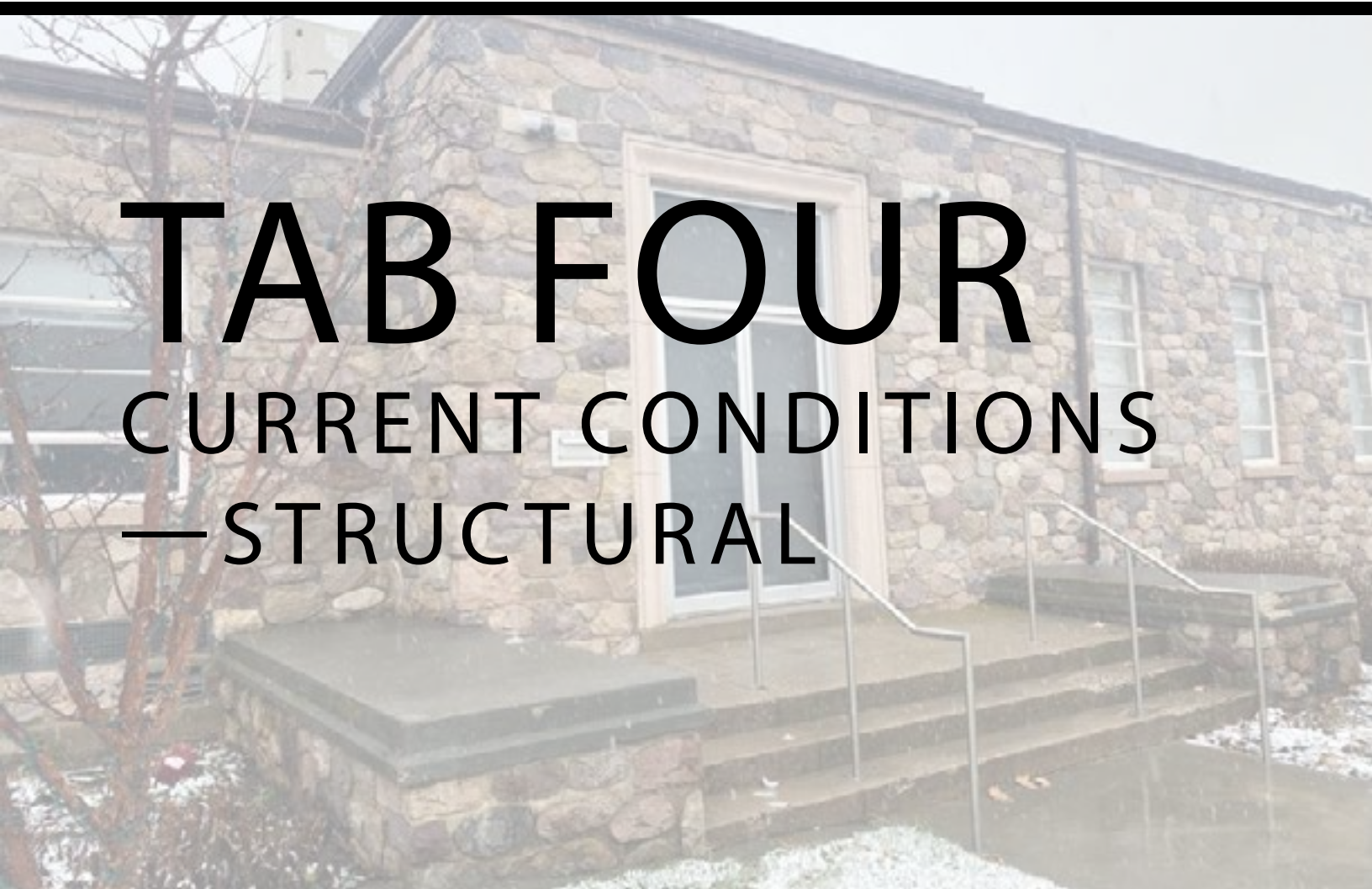
Originally intended as the defacto symbolic City Hall and Library, it also would house the the city's administrative staff. Due to material shortages during World War II, the construction of the City Hall was put on hold. The project was restructured and reenvisioned to house the Davis County Health Department and was awarded a government grant as a result. The building housed the health department into the mid 1950s.

From 1962 until 2015 it was home to the Kaysville Public Library. The library was housed in the north half of the building and the City Hall and offices were housed in the central section and the south wing. The library expanded into the entire building when Kaysville built new city offices in 1987.

The large central section of the building was to be used originaly for health lectures. Once the health department moved out, this would likely have been used for City meetings.

The LeConte Stewart art gallery was constructed in 1987 once the city offices relocated to a new building.



A photograph of a stone building with a central door and steps, overlaid with text. The building is constructed from rough-hewn stone blocks. The central entrance features a white-framed door with a transom window, set within a light-colored stone surround. A set of concrete steps leads up to the door, flanked by metal handrails. To the left of the steps is a low stone wall topped with a dark, flat roof. The ground in front of the building is covered with a light layer of snow. The text "TAB FOUR" is written in large, bold, black capital letters across the upper half of the image. Below it, "CURRENT CONDITIONS" and "—STRUCTURAL" are written in smaller, black capital letters.

TAB FOUR

CURRENT CONDITIONS
—STRUCTURAL

CURRENT CONDITIONS - STRUCTURAL

EXECUTIVE SUMMARY

This report presents the results of the seismic evaluation of the Kaysville Historic Library located at 44 North Main Street Kaysville, Utah. The seismic evaluation consisted of a Tier 1 screening procedure per ASCE 41-17 *Seismic Evaluation and Retrofit of Existing Buildings* [1]. Nonstructural elements were not included as part of this evaluation.

Background Information

The structure was built in the early 1940's and initially served as Kaysville's City Hall. There are no known construction documents for the building and thus this evaluation is based solely on a site observation conducted on December 9th, 2021. It is understood that the building was renovated in 1987 to serve as a library, but limited structural modifications were observed.

Appendix A provides a basic schematic plan of the building. It is a single-story wood-framed structure. The perimeter is comprised of thick stone walls negligibly anchored to the perimeter stud wall. There is a full crawl space below the floor structure where multi-ply 2x floor beams are supported by wood and concrete posts founded on shovel formed concrete footings. These beams support the 2x floor joists running in the East-West direction. The wood roof trusses bear on the east and west wood stud walls as well as the interior wood bearing wall. The thick stonewalls are acting as the de facto lateral system for the building as there is no other lateral system currently.

The building site is located near the Wasatch Fault in a region of a high seismicity. According to seismologists, the chance of a magnitude 7.0 or greater earthquake occurring on the Wasatch fault in the next 100 years is in the 25th percentile. Because this property was constructed in the 1940's, before sufficient seismic design and accurate seismic hazard were implemented into building codes, damage is anticipated in the event of a substantial earthquake. The objective of this ASCE-41 Tier 1 evaluation is to better understand what the potential building deficiencies are in terms of seismic performance.

Tier I Potential Deficiencies

The evaluation identified the following potential deficiencies in the building. Both the wood frame (W1) and unreinforced masonry (URM) checklists were reviewed in order to consider the thick stone perimeter wall as either a heavy façade or the primary lateral system. It is important to note that this evaluation only highlights deficiencies deemed likely from cursory checks and investigations, and items may prove adequate upon further review. Also, many of these items stem from the same structural issues, and structural retrofit measures often mitigate several deficiencies. For this reason, we have lumped the deficiencies in to three categories 1) site concerns, 2) deficiencies due to inadequate structural detailing and 3) deficient wood diaphragms.

- Site Concerns:
 - Liquefaction (W1 & URM)
- Inadequate Structural Detailing & Lack of Lateral System:
 - Load Path (W1 & URM)
 - Shear Stress Check (W1 & URM)
 - Wall Anchorage (URM)
 - Transfer to Shear Walls (URM)
 - Wood Posts (W1)

- Girder-Column Connection (URM & W1)
 - Wood sills (W1)
 - Roof Chord Continuity (W1)
 - Stone Wall Proportions (URM)
- Weak Wood Diaphragms:
 - Cross Ties (URM)
 - Straight Sheathing (W1 & URM)
 - Long diaphragm spans (W1 & URM)
 - Diagonally Sheathed and unblocked diaphragms (W1 & URM)

The potential deficiencies prevent the building from achieving a Collapse Prevention structural performance level for a significant seismic event. The explanation of this structural performance target and the seismic event considered for the evaluation are explained in detail in the Evaluation Basis section of the report. Mentioned in the report, but not directly highlighted in the ASCE-41 Tier 1 deficiencies is the structural damaged sustained by water intrusion.

General Findings

Our cursory observation found the building to be typical of 1940's era construction – robust gravity framing with an insufficient lateral force resisting system and detailing. As shown in Figure 2 below, the building resides very near the Wasatch fault and in a region of high seismicity. Over ten potential deficiencies were found in the Tier 1 “Screening Phase,” which indicated that a significant structural scope would be required to bring the building up to current code-level seismic performance. In its current condition, structural collapse would be likely in the event of a major earthquake.

EVALUATION BASIS

ASCE 41-17 [1] is a nationally recognized standard that addresses the seismic performance of existing buildings. The Tier 1 “Screening Phase” procedure allows potential deficiencies to be identified given the required performance level, seismic hazard, site geology, and building information available. The following sections of this report presents the basis for the evaluation.

Building Information

The roof of this 1940's, single-story, building has straight sheathing supported by wood trusses that bear on the east and west wood stud walls as well as the interior wood bearing wall (see photos 5-9). The main floor has diagonal 1x sheathing supported by wood joists. These joists are supported by multi-ply 2x beams in the crawl space supported by isolated posts and shovel formed foundations (see photos 15-17). The de facto lateral system is comprised of stone perimeter walls (see photos 1-4). A concrete mechanical and coal storage space resides in the central-east portion of the building (see photos 13 & 14). Drawing SK-1 in Appendix A shows the basic structural framing based on site observations and initial assumptions. This information shown provides the structural basis for the evaluation.

Seismic Hazard and Site Geology

The site is located in close proximity to the Wasatch Fault (see Figure 2). ASCE 41-17 defines a minimum level of lateral force for use in the evaluation of existing structures. These ground motions are related to seismic response coefficients obtained from United States Geological Survey (USGS) contour maps developed in cooperation with the National Earthquake Hazards Reduction Program (NEHRP). The contour

maps are separated into two categories—short and long periods, which correspond to a vibration period of 0.2 seconds and 1.0 seconds, respectively. The period of a structure is the amount of time required to complete one cycle of natural vibration. A stiff building will have a short period, and a flexible building will have a long period. The level of seismicity at the site is defined as “High” per Section 2.5 of ASCE 41-17. The seismic response coefficients at the ATC for the BSE-2E (5% in 50 years) seismic hazard are:

	<u>Short Period</u>	<u>Long Period</u>
Latitude = 41.035672°	$S_s = 1.068\text{ g}$	$S_1 = 0.588\text{ g}$
Longitude = -111.938162°	$F_a = 1.20$	$F_v = 1.813$
Soil Site Class = D-default	$S_{XS} = 0.967\text{ g}$	$S_{X1} = 0.573\text{ g}$

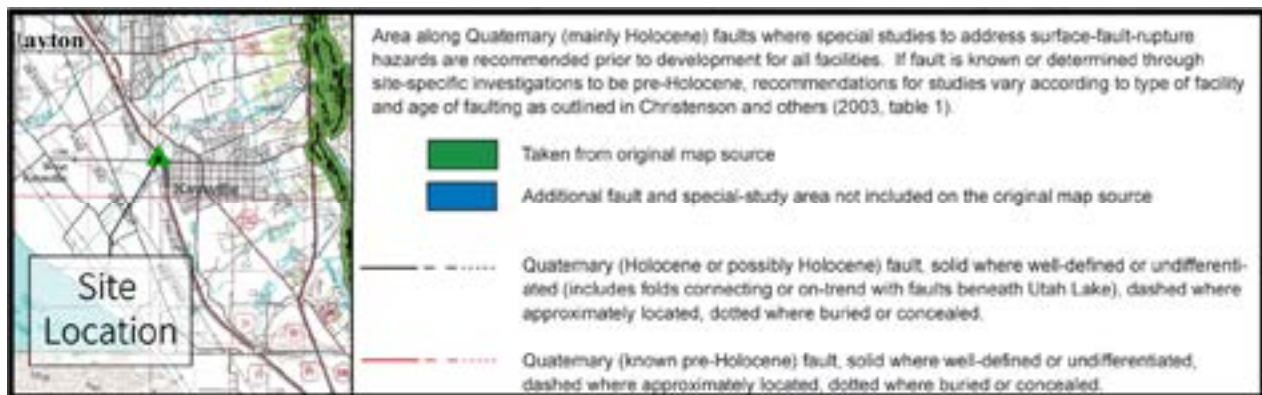


Figure 1 Surface Fault Rupture Special Study Areas from Supplement Map to Utah Geological Survey Circular 106

At the time of this report, a geotechnical investigation has not been completed. For this initial review, the Default D soil class was assumed, as prescribed by ASCE-41 when a geotechnical investigation is not conducted. Experience in this region confirms that this soil classification is most likely to be confirmed by a geotechnical investigation.

Figure 2 shows the 2008 Utah Geological Survey Liquefaction Hazard Map and indicates that the site is at the boundary of the high liquefaction potential region. Liquefaction is the process by which saturated, loose soils lose shear strength and shear stiffness due to ground shaking and consequently lose structural bearing capacity. The characterization of the local geology and the level of seismicity suggest that liquefaction is possible during a major seismic event. A more in-depth geological investigation would be required to determine the potential for liquefaction.

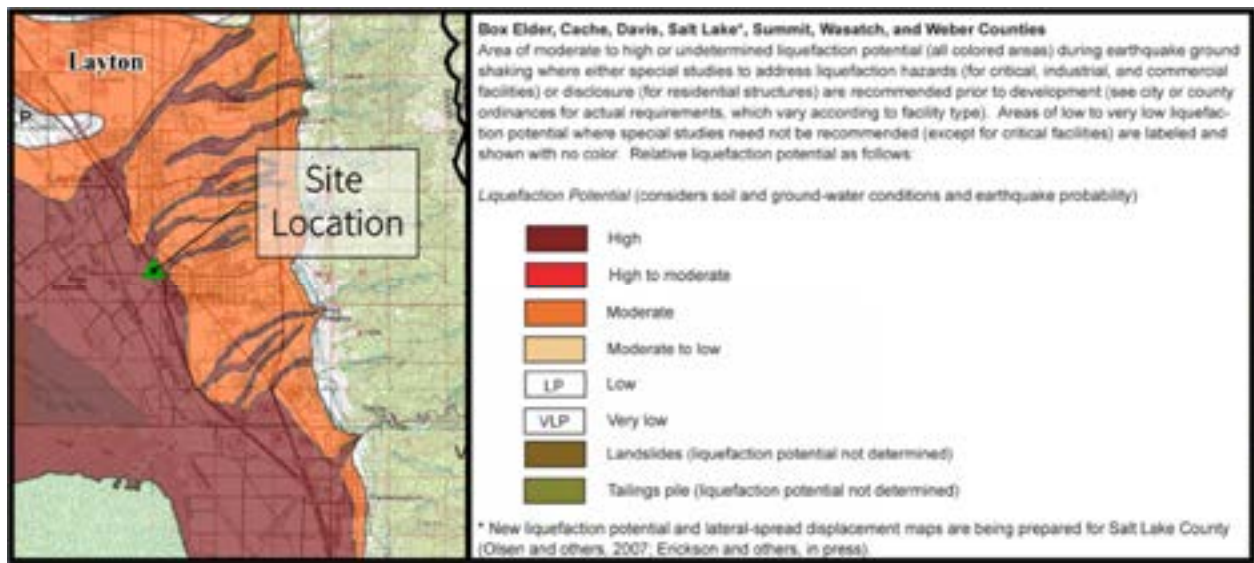


Figure 2 – Liquefaction potential from Supplement Map to Utah Geological Survey Circular 106

Tier 1 Evaluation Performance Objective

The ASCE 41-17 [1] methodology is a performance-based approach where building performance targets are set for a given seismic hazard. In order to meet the Basic Performance Objectives for Existing Building (BPOE), assuming a Risk Category II building (per Table 2-2 of ASCE 41-17 [1]), the Tier 1 screening checklists are based on the Collapse Prevention structural performance level for the BSE-2E seismic event. Collapse Prevention is defined to mean that in a post-earthquake damage state, the structure has damaged components and continues to support gravity loads but retains no margin of safety against collapse. The BSE-2E (Basic Safety Earthquake-2) defines a ground motion intensity based on probability. The BSE-2E is a substantial ground motion where there is a 5% probability that the earthquake intensity will be exceeded in 50 years.

POTENTIAL STRUCTURAL SEISMIC DEFICIENCIES

An ASCE 41-17 Tier 1 screening consists of a series of checklists and simple quick check calculations that are used to identify potential structural seismic deficiencies for a given building. cursory on-site investigations were carried out to approximate the existing conditions of the building. Items in the Tier 1 checklists were marked as Compliant (C), Non-compliant (NC), Not Applicable (N/A), or Unknown (U). For copies of the completed checklists, please see Appendix B. For supporting photographs and calculations used to support determinations on the checklists, please see Appendices C & D respectively. The following summarizes the results of the Tier 1 evaluation. Several potential deficiencies were found, and these are listed below.

1. **Load Path:** Noncompliant – A well-defined load path to transfer seismic forces to the foundation was not observed. Due to the year of construction, and spot observations, existing diaphragm to wall connections are likely inadequate.
2. **Liquefaction:** Unknown - Liquefaction can result in severe differential settlement which has the potential to overstress the framing members of the structure. According to the Supplement Map

to Utah Geological Survey Circular 106 (Liquefaction Special Study Areas, Wasatch Front, Utah), the property resides within the boundary of the High Liquefaction Potential Zone. Please see Figure 2.

3. **Shear Stress Check:** Noncompliant- The shear stress check shows that both the shear strength of the stone walls and current gyp board walls are insufficient to resist the forces of a major earthquake.
4. **Wall Anchorage:** Noncompliant – Exterior stone walls are dependent on the floor and roof diaphragm for lateral support, but no anchorage was observed for out-of-plane earthquake forces.
5. **Transfer to Shear Walls:** Noncompliant – Floor and roof diaphragms must be connected to the shear walls to provide a complete load path for the transfer of diaphragm shear forces, but no anchorage was observed.
6. **Girder-Column Connection:** Noncompliant – The absence of a substantial connection between the girders and supporting columns may allow the girders to slide off bearing supports as the structure deforms in an earthquake. No positive connections between beams and posts were observed in the crawl space below the main floor.
7. **Wood Posts:** Noncompliant – Wood posts not observed to be connected to concrete footings. The absence of connection between posts and foundation may allow the posts to slide off bearing supports.
8. **Wood Sills:** Noncompliant – Wood sills not observed to be bolted to the foundation. The absence of a connection between the wood sills and the foundation is gap in the load path that limits the ability of shear walls to resist seismic forces.
9. **Roof Chord Continuity:** Noncompliant – Chord elements were not observed at the roof level. Diaphragms with discontinuous chords are more flexible and experience more damage around the perimeter than properly detailed diaphragms.
10. **Stone Wall Proportions:** Noncompliant – Slender unreinforced stone bearing walls with large height-to-thickness ratios have a potential for damage caused by out-of-plane forces that may result in falling hazard and potential collapse of the structure.
11. **Cross Ties:** Noncompliant – Continuous cross ties between diaphragm chords are needed to develop out-of-plane wall forces into the diaphragms. Aligned floor joists were observed to be stacked adjacent but no meaningful connection to provide continuous cross ties.
12. **Straight Sheathing:** Noncompliant – Straight-sheathed diaphragms are flexible and weak relative to other types of wood diaphragms and not suitable where large force demands are anticipated.
13. **Spans:** Noncompliant – Long-span diaphragms often experience large lateral deflections and large diaphragm shear demands, and straight-sheathed diaphragms are generally not suitable.
14. **Diagonally Sheathed and Unblocked Diaphragms:** Noncompliant – The shear capacity of the diagonally sheathed floor may be inadequate for the anticipated shear demand provided the long diaphragm span.

CONCLUSIONS & NEXT STEPS

An ASCE 41-17 Tier 1 Evaluation was performed where the building was evaluated for a Collapse Prevention structural performance level in the event of a BSE-2E Seismic Hazard (5% chance of exceedance in 50 years). The structure was found to have many potential deficiencies that prevent it from meeting the specified

performance objectives. The age of the building, the high seismicity of the site, as well as the extent of the potential deficiencies found in the Tier 1 screening procedure, suggest that retrofit measures will be needed to bring the building to the minimal BPOE performance level.

As part of the historic renovation, we understand improvements to the building, including alterations to existing building structure, are being considered. Although we have considered the stone walls as an unreinforced masonry system by incorporating the URM checklist, the strength of these unique stone walls would be difficult to quantify. We suggest considering them as heavy façade elements and creating an interior lateral system independent of the stone walls. Conceptually, the following voluntary seismic measures can be taken to address the deficiencies described above:

- Provide new shear wall that incorporate the existing perimeter wood stud walls to create a lateral system for the building.
- Introduce new detailing to provide a complete lateral force load path.
- Provide positive connections between the main floor support beams and the supporting posts.
- Introduce new interior shear walls to reduce the diaphragm spans and demands.
- Based on the observed water intrusion, remove and replace the existing diaphragms with properly nailed sheathing to withstand seismic forces.
- Provide strapping between floor joists to provide adequate cross ties.
- Consider bracing heavy stone façade in important locations of egress.

Should programming or architectural modifications trigger a full-seismic upgrade, we would recommend a ASCE 41 Tier 2 analysis to analyze these potential deficiencies more accurately and provide retrofit solutions that are code compliant.

REFERENCES

- [1] American Society of Civil Engineers, & Structural Engineering Institute. (2017). *Seismic evaluation and retrofit of existing buildings: ASCE/SEI, 41-17*.
- [2] International Code Council. (2017). *2018 IEBC: International Existing Building Code*.



Photograph 1 – North-West Exterior of Building



Photograph 2 – North Exterior of Building



Photograph 3 –East Exterior of Building



Photograph 4 – Reentrant Corner on North-West side (South-West side similar)



Photograph 5 – Roof truss framing viewed from attic access



Photograph 6 – Straight 1x Roof Sheathing



Photograph 7 – Roof truss bearing on sill plate at top of stone wall in mech room (special case) More commonly bearing on interior stud wall. Left: Observed in coal storage room with precast cap beyond, Right: Observed east of attic access



Photograph 8 – Metal lath ceiling exposed above drop ceiling



Photograph 9 – Interior Bearing Systems. Left: Wood stud wall running North-South on East side of building, Right: Beam – header configuration on North-West side of building



Photograph 10 – Perimeter wood stud walls exposed on the North (left) and South (right) perimeter walls were excessive water damaged was observed.



Photograph 11 – Damage to main floor system observed in North-East corner (left), North region (right) and other locations throughout building where water intrusion has occurred.



Photograph 12 – Wire anchorage observed between stone wall and wood stud interior wall



Photograph 13 – Mechanical room interior. Left: interior of stone wall, Right, concrete interior wall at crawl space access.



Photograph 14 – Underside of coal storage, six inch concrete slab with steel wide flange support beams



Photograph 15 – Multi-ply 2x support beam in crawl space supporting joist and supported by post. Left: top of post, Right: shovel formed concrete footing



Photograph 16 – 2x4 ledger supporting floor joists.



Photograph 17 – Diagonal 1x floor sheathing



Photograph 17 – Main floor joist bearing condition at corner



TAB FIVE

— ARCHITECTURAL
ASSESSMENT &
RECOMMENDATIONS

ARCHITECTURAL

A Exterior



Foundation wall at southwest corner.



Wall at southwest corner.



Keystone lintel on west elevation.



Damage to wall along east elevation.

Exterior Walls and Foundations:

Description

The concrete foundation walls are exposed on the exterior. The foundation walls bear on continuous concrete footings. Pier footings on the interior of the building, beneath the floor, are visible in the crawl space and consist of stacked blocks which in turn support the wood framed floor structure.

The exterior walls are comprised of an archaic cavity wall with an exposed stone veneer forming the outside assembly and a stud wall forming the interior assembly. The cavity between the two assemblies is narrow, about 1 inch. The facing stone is a native field stone, split-faced, and the walls are largely monolithic, but with embellishments over the west, north and south windows and doors with a flat keystone lintel.

The stone veneer is stacked and grouted against a proprietary system comprising a welded wire mesh which is woven into a paper air infiltration barrier. The wire mesh is attached to the wood stud framing via a wire, looped around the mesh and nailed to the wood studs. The 2x4 wood studs are faced with the original "gypsum lath board." The walls are insulated with an archaic batt insulation.

Assessment

From a visual examination of the exterior, the stone and the grout appear to be in good condition overall. The concrete foundation does not show any signs of shifting or sinking and there is only some expected minor exterior cracking.

The foundation is subject to water infiltration given that the landscaping abuts the foundation walls. The gutters drain into downspouts at each corner of the building as well as on the front projecting block, on the inside of the two stoops at the west facing entry. The

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Landscaping abutting the wall at the northwest corner. .



Subfloor condition at northwest corner.



Subfloor condition at northeast corner.

downspouts are piped into the ground at the foundation and it is not clear where the water is being directed and or collected. There are observable low spots in the landscaping on the north end of the building (against the building) that will collect water from rain or from the irrigation.

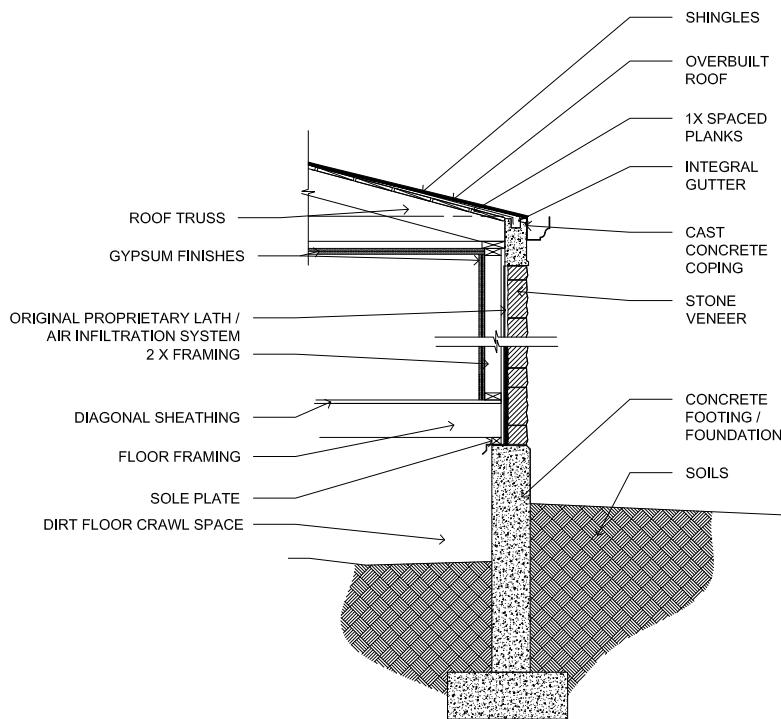
On the interior of the building there is visible damage and this is especially apparent at the northwest corner. The floors have sagged and the sheetrock is damaged from prolonged water infiltration. It is not clear where or how the water is infiltrating the building, whether from the roof or the foundation. The sheetrock in this area has been removed and the interior of the wall is visible. There is significant corrosion and deterioration of the wire mesh and paper air infiltration barrier. The wire mesh is rusted out, entirely in some areas, and the paper backing has disintegrated. The wire ties to the studs are also corroded.

There is one other area that has been exposed in the southeast corner of the building and in this area the wire mesh and the paper air infiltration barrier appears new and undamaged, in pristine condition.

Overall, the interior wood stud walls appear to be in good condition and it is assumed that the water infiltration is limited to key areas, likely at the northwest and northeast corners of the building.

On a subsequent visit, the floor at the northeast and northwest corners had been removed and a closer inspection of the bearing condition of the stud wall on the foundation wall was possible. There was significant water damage in these areas as a result of a faulty drain pipe (more so at the northwest corner). The pipe was ostensibly original to the building and appears to have been connected into the integral gutter system (to be described later). The pipe has for years been leaking onto the wood sole plate (wood 2x atop the foundation wall) as well as the framing, the foundation wall and footing. there is a significant level of wood rot and deterioration in this area.

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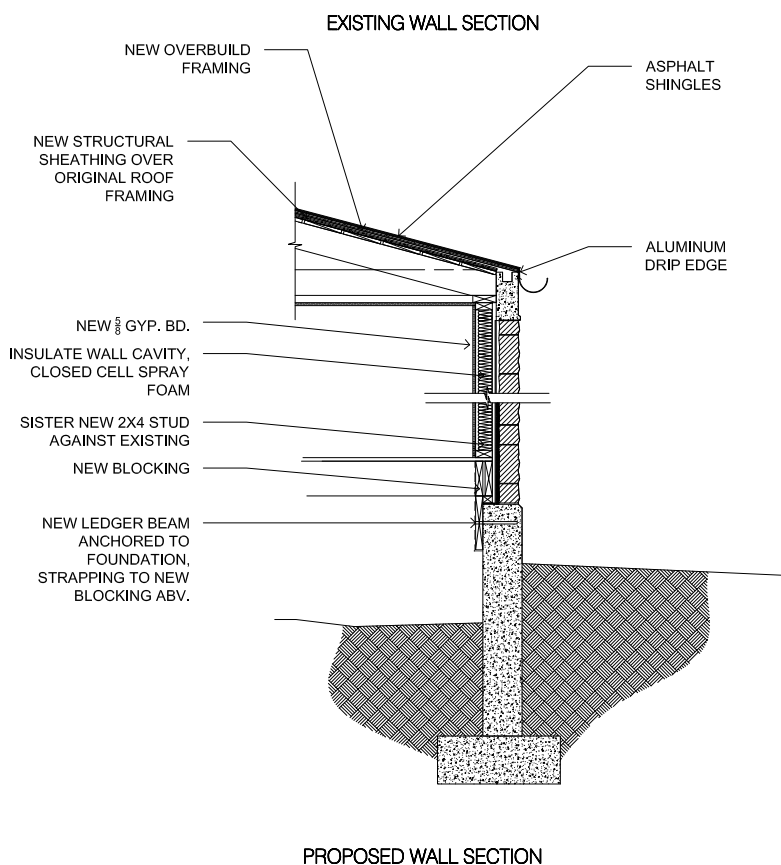
As mentioned, this allowed a close inspection of the bearing condition of the stud wall and stone on the foundation wall. The stud wall rests on its own sill plate above the diagonally sheathed sub-floor and floor joists. The floor joists rest on the wood sole plate which in turn rests on the foundation. Interestingly, the sole plate is very narrow, likely 2 1/2" wide and it is on this that the joists bear. The stone itself sits squarely atop the foundation wall. There is a metal drip edge that appear to extend from the exterior edge of the foundation to the inside edge and sits below the sole plate. The dimension of joist bearing on the sole plate is inadequate and in fact the stud above sits proud of the inside face of the sole plate, so there is not a direct line of force from the stud wall to the foundation.

Recommendations

1. At a minimum, the soils abutting the foundation should be replaced with a drainable gravel medium, about 24 inches wide and as deep as the footing. The landscaping and irrigation should not abut the building. This will allow any water that does drain against the building to be collected and dispersed into the surrounding soils as well as allowing it to evaporate back out. If water does enter the walls, it has a means to escape as vapor into the drainable fill.

2. The gutters and downspouts should be replaced and the downspouts should be hard-piped to either a dry sump in the yard or to the storm water system.

3. The mortar should be closely inspected and where damaged, loose, missing, etc., or if it consists of a hard cement-based mortar that was installed as a later repair, then it should be removed and repointed. The mortar should be removed using hand tools only, especially on this building which has uneven joints. Power tools such as metal grinders will damage the stone. The damaged mortar should be removed to a minimum depth of 2 to 2-1/2 times the width of the joint to ensure an adequate bond and to prevent mortar "popouts." The new mortar should



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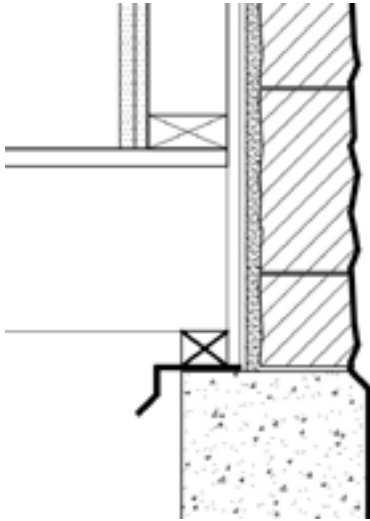
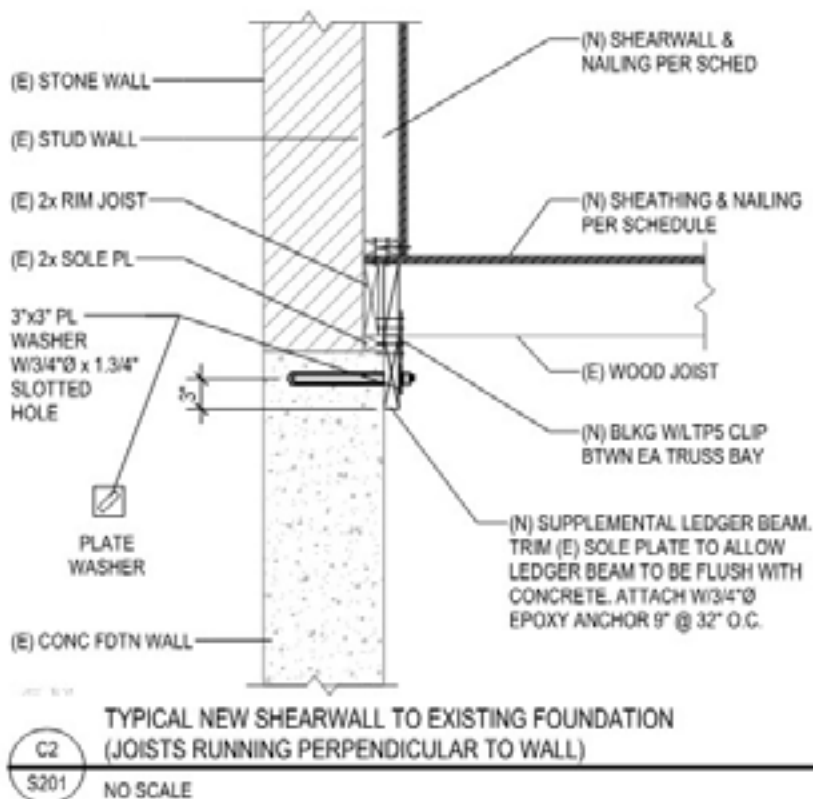


Figure: Existing condition at foundation wall showing sole plate and bearing condition of joists.



match as closely as possible, the color, texture and composition of the original mortar. Finding the right mortar mix is essential to the longevity of the stone and each historic building is unique. A mortar compatible with the historic mix should be selected. Although the stone itself has a high compressive strength, the new mortar must be softer (measured in compressive strength) than the stone units, have greater vapor permeability. This is critical during conditions which may shift the wall (seismic event, foundation settlement, etc.) because the mortar will crack first and the stone units will simply shift, thus preserving the integrity of the stone. A typical mortar matching the historic mortar may consist of the following:

- 1 part Portland cement
- 2-1/2 parts sand
- Hydrated lime = to not more than 15% of the cement's volume (lime should conform to ASTM C 207, Type S, or Type SA, Hydrated Lime for Masonry Purposes).

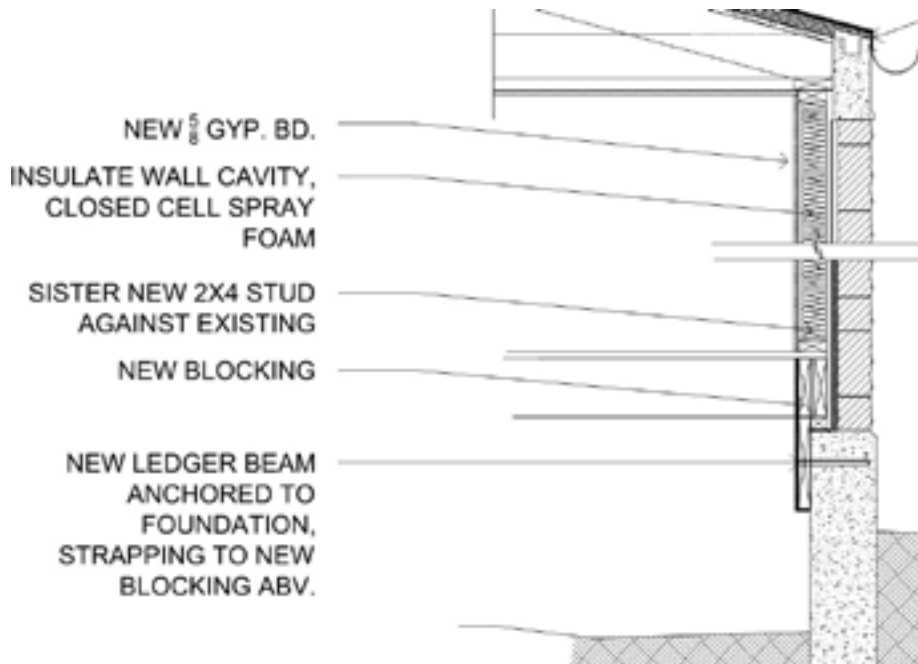
4. Because the flooring will be removed (addressed later in this report) for access to the crawl space, the entire back side of the foundation walls should be covered with a rigid insulation board to improve the thermal efficiency.

5. On the interior of the wall, the original gypsum lath board finishes should be removed from the interior side of the wall around the entire perimeter, thus exposing the wood framing in place. The insulation should be removed. This portion of work should be done in conjunction with the structural improvements recommended in this report. Once the backside of the stone is exposed around the entire perimeter, the paper backing should be removed and as well as any corroded wire lath.

The recommended thermal and structural upgrade to the wall consists of the following (See Structural Sheets S101, S201, and Architectural Sheet A3.1):

- Installation of a new ledger beam around the entire perimeter, anchored into the foundation wall.

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- Installation of new wood blocking between floor joists, anchored into the stone masonry.
- At key locations indicated on S101, new shear walls will be constructed to resist lateral forces. This includes plywood sheathing over the stud walls and positively connects the roof diaphragm to the foundation wall. The plywood will then be faced with a new 5/8" gypsum board panel, and finished in the interior side. In areas without the shear wall, two layers of gypsum board will likely have to be installed to achieve a flush wall finish.
- Once the structural improvements are complete, new closed cell spray foam insulation can be introduced into the stud space and an air barrier installed on the face of stud.

Cutouts for plugs and switches should be closely coordinated with the new plywood sheathing layout.

ARCHITECTURAL



Original roof shown framed behind cast concrete coping.



Overbuilt roof showing flare to front of cast concrete coping.

Roofing

Description

The hipped roof structure is comprised of wood framing and site-built trusses spaced at 24" on center. The trusses are decked with the original 1x plank sheathing. Newer plywood or OSB (Oriented Strand Board) can be seen through the narrow spaces in the sheathing and was likely installed at the time that the current roofing was installed.

Originally the roof structure contained integral gutters which were hidden behind the cast concrete coping block at the top of the wall. The gutters were likely problematic (water infiltration) and were eventually framed over. If one compares the current roof line with the original roof line there is a distinct difference. Currently, the hipped roof flares out at the base and terminates at the front of the coping, yet in early photos of the building, the roof line does not flare out, and instead terminates behind the coping, because of the integral gutter. The current flared condition is an overbuild of the roof. Remnants of the gutter can still be seen in the attic space.

Presently, the building has been retrofitted with aluminum gutters that extend around the entire building. Downspouts are located at the four corners of the building as well as on the front projecting block on the west face to the inside of the two entry stoops. These all are piped below grade, but it is unclear where the water is ultimately being directed and collected.

The roofing is new and consists of an architectural grade asphalt shingle that is laid over a newer OSB sheathing.

Assessment:

The architectural grade asphalt roofing appears to be in good condition overall.

The roof trusses, 1x planking also appear to be in good condition with no visible damage or defects to the wood members.

The gutters and downspouts are in fair condition. There is some observable

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Existing trusses in attic.



Existing trusses in attic.



Existing trusses in attic.

water staining and mortar damage on the walls that appear to be a result of damage to the downspouts..

Recommendations:

1. Due to the seismic recommendations, the asphalt roofing and OSB sheathing (as well as the overbuilt roof) need to be removed.
2. Blocking framing will be introduced around the perimeter of the building and will connect the truss to the diaphragm and to the existing stud wall. New sheathing will be installed over the roof trusses. The overbuild will be rebuilt once the structural sheathing is installed and the connections completed.
3. In certain areas (at egress points) the blocking (and the stud wall below) will be anchored into the cast concrete coping block and the stone masonry.
4. In addition, as depicted on Sheet S102, new collector walls will be constructed to drag the shear forces from the diaphragm and to the foundation. These collector walls will be located below the existing wood trusses aligned with the edges of the projecting central block. The truss will be mechanical clipped to the new collector wall.
5. As part of the reroof, new painted aluminum drip edge flashings and half round painted gutters should be installed at all eaves. The gutter should be a half round gutter, painted aluminum, but not the K-style gutter found on modern residential structures, and which are currently found on the building. New round downspouts should be installed and these should be hard-piped to either a dry sump in the yard or to the storm water system.

ARCHITECTURAL

Exterior Doors and Windows

Description

Most of the windows appear to be the original steel windows. There are various window sizes and shapes in the one-story structure with the most elaborate being on the west facing façade. The glazing is single pane, uninsulated glazing.

The exterior cast concrete sill at all the windows has a sloped top surface. Typically, these are just a single cast component, but if the window is wider, as is the case on the north and west façades, then it consists of multiple units, joined with a cement mortar.

The two sets of double doors and transoms currently on the west elevation are not original. The current doors are aluminum storefront doors that appear to date to the 1960s.

There are three doors on the east elevation, one to access the basement mechanical room and two that provide access to the main level spaces. Each of these is a hollow metal door with a hollow metal frame. There are two louvered panels on either side of the door to the basement mechanical room that provide fresh air into the space.

Assessment

The steel windows are in relatively good condition overall. The thermal efficiency of the windows is however inefficient. The single pane glazing is inadequate and will not meet desired U values. Furthermore, the steel windows are considered a thermal bridge allowing heat to escape to the exterior through the highly conductive steel. In modern windows, the windows are thermally broken with an insulated stop between the interior and exterior assemblies.

The doors are in good condition overall but are not well insulated or well sealed.

The two sets of storefront doors on the west elevation are not original and have only a single pane with uninsulated glass.

None of the doors have accessible hardware except for the main entry door on the east side.

The original doors were paneled wood



Existing door at northwest entry.



Existing windows at north elevation.

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Original entry door and transom at west elevations.



Original steel window and cast concrete sill.



Original steel window and cast concrete sill.



Original steel window and cast concrete sill.

doors with upper tripartite divided horizontal lites and a transom above.

Recommendations

1. Because the steel windows are in good condition, our recommendation is to retain and restore them.

First and foremost, the windows require some general maintenance which may involve paint removal, glass repair, hardware repair, caulking/sealing at joints, etc. The joint between the steel frame and the stone opening needs to be sealed. If the open joint is excessive, a backer rod should be installed and an elastomeric caulk should be used to seal the joint. Otherwise, the windows are in good condition.

The most cost-effective thermal upgrade of the existing window would involve a storm window insert installed on the inside to increase the thermal efficiency of the window. This both preserves the original steel windows, preserves the look and feel but also provides a robust thermal upgrade to an otherwise inefficient window. Storm window inserts are both cost effective and have a low impact on the look and feel of the original window. This can be done on the interior or the exterior of the window. These can be custom built and friction fitted into the opening and are easily removeable for cleaning and maintenance. The storm window insert can be upgraded to increase STC ratings (better acoustics) and to minimize UV light entering the building.

2. The two sets of doors on the west elevation should be replaced with doors consistent with the period of the building. Originally, both of these entries would have had a vestibule associated with them, in fact the south entry still does. Having the vestibule increases the thermal efficiency of the entry, as well as provides a more historically accurate space and so we recommend restoring the north vestibule.

Replacing the west entry doors and transom with new doors and transom provides an opportunity to install a door with increased thermal efficiency as well as providing modern, code compliant

ARCHITECTURAL



East entry door. Note lack of clearances on the strike side of the door.

door operation.

3. The doors on the east elevation should also be replaced with an insulated hollow metal door and frame. This provides an opportunity to install a door with increased thermal efficiency as well as providing modern, code compliant operation.

The main entry which is also the designated accessible entry should be fitted with an automatic actuator to meet accessibility requirements.

The east doors, while they are recommended to be an insulated hollow metal door, can have a single panel lite to provide a more attractive approach to the building.

ARCHITECTURAL

Exterior Building Accessories (West Stoops, Cast Stone Elements, etc.)

West Stoops

Description

There are two stoops with stone haunches at the two west entrances to the building, that are original. The walls of the haunches are composed of the same stone as seen on the building these are capped with a cast concrete coping, with a parge coat that may or may not be original. The coping flares out at the base to provide a drip edge over the stone. The tops of the copings are sloped to drain the water to the edges. A newer aluminum railing has been added to either side of the stair to the inside of the haunches. The steps are poured in place concrete and the landing sits about 6 inches below the finished floor of the building. The concrete steps are poured to the irregular surface of the stone face.

Assessment

The condition of both stoops and haunches is poor. The concrete caps on the haunches are failing. The parge coat is deteriorated and large sections of concrete have spalled away. The concrete stairs are significantly chipped and damaged, especially at the nosings. The concrete coping appears to be a low-density unreinforced concrete. The joints between the concrete stairs and the haunches is prone to water infiltration due to the irregular surface of the stone face and the lack of any sealant. A similar issue is seen at the joint between the stair and the wall of the building.

The landscaping abuts right up against the haunches and there appears to be a significant amount of water damage at the base of the wall.

Recommendations

1. The concrete steps should be removed and replaced with a standard compressive strength concrete with proper reinforcing. The stairs should be reconfigured to allow even entry into the building at the landings. The concrete landing should be sloped slightly to the stairs and away from



West entry stoop and stair.



West entry stoop and stair.



West entry stoop and stair.

ARCHITECTURAL



West entry stoop and stair.



West entry stoop and stair.

the building and the haunches.

Eliminating the step at the entry door will increase compliance with building code thus reducing liability risk to the owners.

2. New handrails should be installed for the revised rise and run of the new stair. The handrails should be a modern handrail, unembellished, with a galvanized or stainless steel finish.

3. At a minimum, the soils around the haunches should be replaced with a drainable gravel medium, about 24 inches wide and as deep as the base or the footing. The landscaping and irrigation should not abut the haunch. This will allow any water that does drain against the building to be collected and dispersed into the surrounding soils and will allow it to evaporate back out. If water does enter the wall of the haunch, it has a means to escape as vapor into the drainable fill.

4. There are two options on the concrete copings. The first recommendation would be to repair them in place. The second preference would be to replace them, if repairs are infeasible. It will be necessary to engage a specialty contractor to perform this work, whether repairing or replacing.

If repairing, removing the damaged and loose material and creating a bondable surface (ragged surface) and reforming the new concrete around stainless steel pins epoxied to the original material. The new concrete will necessarily match the profiles of the existing. The parge coat should be removed and replaced with a new parge coat matching the original, thus achieving a uniform texture.

If replacing, care should be taken to match the existing profiles exactly. A new parge coat should match the original. The top surfaces should be sloped to the outside, away from the stair and the coping should be anchored to the stone wall.

ARCHITECTURAL



West entry cast stone door casing.



West entry cast stone door casing.



West entry cast stone door casing.



Back side of cast stone coping.

Cast Stone Door Casings

Description

On the west elevation, both sets of entry doors are framed with a cast stone door surround comprised of 3 units on each jamb and 1 unit at the header. They have a simple ogee profile with a fretted motif. The door surround terminates into the step at the entry.

Assessment

These elements are in very good condition overall. The issues revolve around open joints between the units or between the units and the adjacent wall, or between the units and the door. Where the cast stone meets the step at the entry there is a significant joint between the two materials where the concrete is scribed around the cast stone.

Recommendations

1. The cast stone elements should be preserved in place. The joints between the cast stone units should be repointed with an appropriate lime-based mortar (see above). The joints between the cast stone and the doors and wall should be caulked and sealed with an elastomeric caulk.

Cast Stone Copings

Description

The top of the exterior walls is capped with a cast stone coping. This is a simple rectangular block which flares out at the base to provide a drip edge over the stone.

Assessment

These elements are in very good condition overall though only the front of the cast stone was observed and a very limited amount on the back where the wall had been opened on the interior. The issues revolve around open joints between the units or between the units and the adjacent wall as well as ensuring that these elements are securely attached to the wall.



Early image depicting west elevation cast stone coping.

Recommendations

1. The cast stone elements should be preserved in place. The joints between the cast stone units should be repointed with an appropriate lime-based mortar (see above). The joints between the cast stone and the wall should be caulked and sealed with an elastomeric caulk.
2. The cast stone copings should be anchored to the framing at areas above entries to the building to minimize risk of failure at egress point. The structural sheet S102 indicates where these areas are located.

ARCHITECTURAL

B Interior



East entry condition.



West entry condition.

Access and Building Code

Description

Being a single-story building, accessibility is more easily managed. The largest issues facing accessibility in the building are providing required clearances to access restrooms, required clearances and accessible fixtures in restrooms, accessible drinking fountains, installing accessible hardware on doors, etc.

Assessment

The two entries on the west facing facade are not accessible. These originally would have served as the main entry points, one for the City office and one for the Health Department. These are both accessed via a stair and the landing sits about 6 inches below the finished floor.

The accessible entry is now located on the east side of the building where the grading has been raised considerably to accommodate this.

The clearances around the main east entry door are not adequate to meet current code.

The two restrooms are both mostly code compliant lacking certain features such as vertical grab bars in the accessible stall, not meeting reach requirements for someone in a wheelchair, etc.

Recommendations

1. Because there is an accessible entry on grade on the east side of the building there is no need to install an accessible ramp. The accessible parking stalls should provide a clear and unobstructed path to the accessible entry. There are currently ramps providing access through the north and south sides of the building from the street side back to the rear where the main entry is located.
2. All entry doors need to be equipped with compliant accessible hardware which allows individuals with disabilities to grasp

ARCHITECTURAL



Interior ceiling condition, looking north.



Interior ceiling condition, looking north.

and operate the doors.

The restrooms on the main level are currently designed to be multi-occupant with segregated genders. The restrooms in their current configuration are largely accessible. Simple additions such as the installation of vertical grab bars, plumbing piping covers, and providing amenities within reaching distance (such as paper towel dispensers) would greatly improve the accessibility and function of the restrooms.

If the plumbing fixtures are replaced with new fixtures this would be a good time to upgrade the restrooms to meet code in every respect..

Finishes (Ceiling, Lights, Walls, Flooring, etc.)

Ceilings / Lights

Description

The ceiling finishes on first glance all date to the renovation done when the building was converted fully to the library (1987).

The ceilings are generally lower, finished with suspended 2x4 acoustic tiles with fluorescent light fixtures throughout, either recessed 6" cans in the grid, recessed grid lights, strip lighting and spot lighting.

Upon closer inspection, the grid ceiling was installed below the original ceiling which is largely intact. The original ceiling is also mostly acoustic tiles, though adhered directly to the underside of the gypsum lath board. The borders are embellished in the main central space with a decorative plaster element.

Because the ceiling of the central block was higher currently there is a gabled design with hard gypsum board finishes in the central block. Above this is ostensibly the original ceiling, though it was not directly observed.

Assessment

The newer ceiling is in good condition, however its design is inconsistent with the time period of the original space.

All of the existing light fixtures are

ARCHITECTURAL



Original ceiling condition.



Original ceiling condition.



Southwest vestibule, which remains intact.

fluorescent and do not currently meet energy code (See Electrical Section).

Recommendations (See Architectural Sheet A1.4 for proposed ceiling plans.)

1. The existing suspended acoustic ceiling and grid should be removed.
2. The existing lighting should be removed.

3. The original ceiling should be restored. Because there are acoustic tile adhered to the gypsum lath, they may be asbestos containing. The City should engage a qualified testing agency to test these for asbestos. If they are asbestos containing, they should be abated and replaced with a similar looking acoustic tile that can be glued to the gypsum substrates. If they do not contain asbestos, then they can remain. Because we have not directly observed these, there may be a fair amount that are damaged or missing and so it may make sense economically to replace them with new acoustic tiles.

The damage to the smooth decorative plaster borders can be replicated if necessary. It is unclear the extent to which this element is damaged or not. Because this is a character defining feature of the original space, this should be restored rather than replaced.

4. New lighting should be installed (See Electrical Section for more discussion).

Walls

(See Discussion of Exterior walls in Exterior Section)

Description

The walls are all wood framed and most appear to be original with original finishes.

The interior arrangement has been modified over the years to accommodate different users, but it was largely by subtraction rather than addition.

In its current configuration, it reflects the layout when it was a library, up until 2015. The entries on the west have been largely abandoned, (the south one is used only for emergency egress) and the vestibule

ARCHITECTURAL



Wall condition, looking west.



Wall condition, showing existing finishes.

on the north has been dismantled.

The walls in the main “library” space all have a stained wood base trim, wood chair rail and a paneled wainscoting that is covered with a wall fabric.

The windows all have a marble sill, original to the building. The edge of the sill is flush with the wall. The windows are not cased, the wall simply continues into the jamb.

The south corridor appears original and their may have been a similar corridor on the north.

Assessment

As stated the interior walls are mostly original, and all are in very good condition. If original, they are likely to be framed to the underside of the structure.

The Davis County Clipper article from 1944 describes the interior as having “apple green walls and birchwood paneling throughout the structure...”

While the apple green walls are long gone, many of the finishes appear to remain. The base and chair rail are likely not original, however, the new chair rail appears to have been attached to the original chair rail, which is still in place. The wainscoting paneling may also be original, however the paneling is obscured by the wall fabric.

The finishes are mostly in good condition outside of normal wear and tear.

Recommendations:

See Architectural Sheet A1.2 and A1.3 for proposed demolition and new work scope.

1. Some of the new work is required by structural such as the collector walls that divide up the existing space where the central block meets the north and south wings of the building.
2. The north vestibule on the west side should be reconstructed to match the vestibule on the south.
3. New vestibules should be constructed at the north and south entries on the east elevation. The new entry doors should be reconfigured to meet the required code clearances.
4. Because the structural upgrade is calling

ARCHITECTURAL



Flooring condition, showing existing finishes.



Flooring condition, showing existing finishes.

for the existing gypsum lath board finishes on the exterior walls to be removed, the original wood trim should be salvaged where possible and reused. See discussion of exterior walls in previous section which indicates that the exterior walls will all be finished with new gypsum board paneling.

5. The finishes on the walls should be restored. The wall fabric on the wainscoting should be removed and the paneling restored. The new chair rail should be removed and the original restored. Where existing trim cannot be restored, new trim should be replicated to match the original.

Flooring

Description

The floors are all carpeted currently with the exception of the restrooms and some of the storage and utility closets.

The original subfloor is a diagonally laid sheathing and there may be a more modern particle board floor above that, though this was not directly observed.

Assessment

The flooring, the carpeting and the tile in the restrooms is in fair condition. The carpeting has water damage in areas where water has leaked into the building.

Recommendations

1. Because the structural upgrades require that the existing flooring and subflooring be removed, even though it is in fair condition, it will be removed.
2. New sheathing per structural will replace the original diagonal sheathing.
3. New carpeting (Carpet tiles) should be installed throughout except for the restrooms, mop rooms, etc. where new tile will be installed.

Interior Doors

Description

The Davis County Clipper article from 1944 describes the doors as "gumwood doors." Many of these original gumwood doors

ARCHITECTURAL



Original door condition, at southwest entry.



New door condition, at LeConte Stewart entry.

are extant in the building. Newer doors have been installed which mimic the finishes on the original doors such as the doors on the Le Conte Stewart Room. The original doors have a boondend pattern on the veneer, the newer doors do not.

Assessment

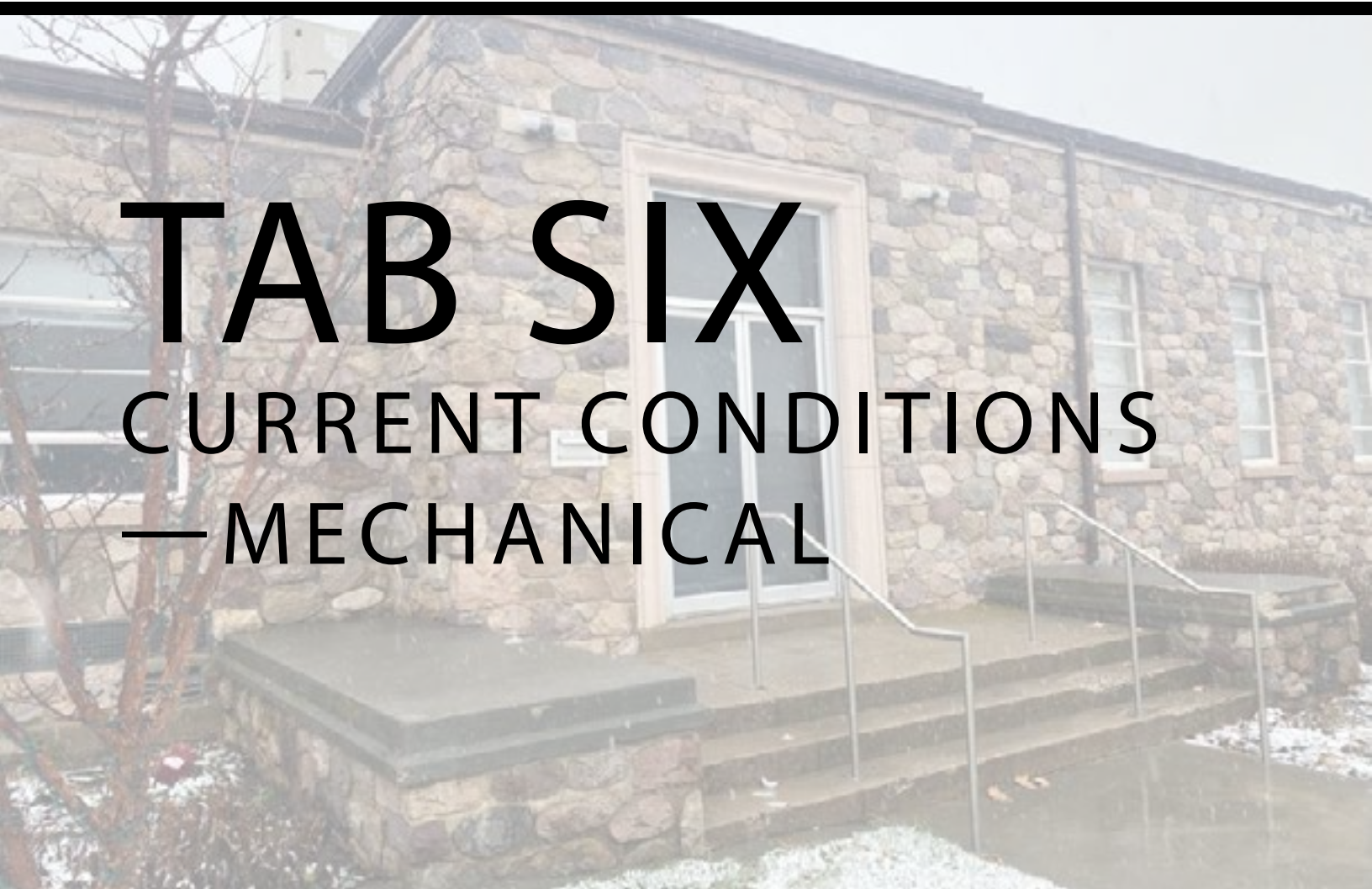
The original doors are in good condition overall, though they lack accessible hardware throughout.

Recommendations:

1. The existing original doors should be restored. The hardware should be replaced to meet accessibility standards.
2. New doors should replicate the original, especially the new vestibule doors at the entry points.



Original door condition, at restroom.

A photograph of a stone building with a central door and steps, overlaid with text. The building is constructed from rough-hewn stone blocks. The central entrance features a white-framed door with a transom window, set within a light-colored stone surround. A set of concrete steps leads up to the door, flanked by metal handrails. To the left of the steps is a small, flat concrete platform. The building has several windows with white frames. The foreground shows some snow and bare trees, suggesting a winter or early spring setting.

TAB SIX

CURRENT CONDITIONS

—MECHANICAL



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ENGINEERING STUDY

Date:	April 15, 2022	From:	Jamie McCullough, PE
To:	Steve Cornell	Email:	jmm@spectrum-engineers.com
Company:	FFKR	Phone:	801-401-8458
Job:	Kaysville Library Study	Re:	
Job No.	210692dh		
Via:	Email		
Cc:		Email:	jmm@spectrum-engineers.com

INTRODUCTION

This purpose of this report is to provide recommendations and potential solutions to facilitate optimal functionality, cost effectiveness, and code adherence. A site visit was made to observe existing systems and conditions. No as-built drawings were available.

Jamie McCullough, PE conducted the site visit and developed this report.

GENERAL BUILDING CONDITIONS

The existing municipal building is single story, roughly 5,000 ft². There is a large library area along with multiple small offices, and restrooms. The ceiling is a combination of grid and hard lid. There is a crawl space underneath the building with piping and utilities.

There is an existing boiler room with access on the East side in the middle of the building. Said boiler room is as low as the crawl space. There are stairs down from the street level to the floor. It has a hard lid ceiling at the same height as the ceiling in the finished spaces. There is a small room within the boiler room and it is open to structure above. There is an old coal fired boiler that has been decommissioned in that room. It's unknown how when the unit was decommissioned. There is also a water heater in that room. The room is poorly utilized and there is space for HVAC and plumbing equipment if the boiler was removed. The existing air handler units are on the roof.

The building is an historic brick building, single story with a crawl space under the floor. It's about 120 feet by 40 feet and the ceiling is about 8'. There is an attic and a pitched roof. It is assumed that the building has essentially no insulation besides the multiple wythes of brick wall.

ASSESSMENT OF EXISTING HVAC



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HVAC system consists of 2 air handlers on the roof, ducted above ceiling to the various spaces. Air handlers are dx cooling and gas heat. One of the units no longer functions. It is unknown the condition of the second unit but it is assumed its condition is similar. Outside air requirements are met by the air handlers when functioning properly. Exhaust system is limited to the exhaust fans in the restrooms. Code and or design deficiencies are noted as follows:

- **HEATING** – Heating loads are not being met by the single functioning AHU. And the one unit that is working is a poor choice to be used for new construction based on its assumed age and condition.
- **COOLING** – Same for cooling.
- **OUTSIDE AIR** – Outside air code minimums are not being met by the one functioning AHU. It was likely being met when both units were functioning.
- **CONTROLS** – The Tstats for the existing AHU's are outdated and possibly not functioning properly. There is one Tstat per AHU.
- **HAZMAT** – The existing boiler and associated ductwork are insulated with what is likely asbestos material requiring special abatement. This might be why the boiler wasn't demolished previously.

OPTIONS FOR HVAC

All existing mechanical equipment and ductwork should be demolished and start new with one of the below options:

- **OPTION A** – Replace AHU's with new AHU's (dx cooling, gas heat) on roof to match the heating/cooling/ventilation requirements of the proposed new spaces. Run ductwork above the ceiling to registers/grilles/diffusers in the various spaces. This is by far the easiest and most economical option. The downsides include:
 - Only two zones for the whole building meaning poor Tstat control for the different spaces
 - AHU's are still visible from the East side of the building and don't fit the historic nature of the building.
 - Boiler room would remain wasted space.
- **OPTION B** – Replace AHU's with new AHU's (dx cooling, gas heat) on roof for a VAV electrical reheat system. Run ductwork above the ceiling to VAV's serving the various spaces. AHU's provide 50-65 degree F air to VAV's year round and the VAV's provide additional electrical resistance heat as needed. This will allow for excellent zoning for all the various spaces. The downsides include:
 - More expensive than option A.
 - Higher electrical loads for the VAV reheat.



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- AHU's are still visible from the East side of the building and don't fit the historic nature of the building.
- Boiler room would remain wasted space.
- **OPTION C** – Essentially the same as Option A but new HVAC units located in the boiler room. Duct could be run above ceiling or in crawl space. The unit and ductwork would remain hidden, better preserving the historic feel of the building. The downsides include:
 - Only 2 zones for whole building.
 - Rework the exterior wall of boiler room to facilitate the necessary louvers and air intake for the equipment. Equipment flu(s) will need to be routed through wall or up to roof.
 - Necessitates demolishing the old boiler including any and all hazardous material remediation that comes with it. Depending on the HAZMAT testing results, this could be a very expensive task.
- **OPTION D** – One new AHU located in the boiler room, sized adequately for the whole building. Duct would be run above ceiling to VAV boxes. VAV boxes could be located to accomplish any desired zoning and control. The downsides include:
 - More expensive.
 - Rework the exterior wall of boiler room to facilitate the necessary louvers and air intake for the equipment. Equipment flu(s) will need to be routed through wall or up to roof.
 - Higher electrical loads for the VAV reheat.
 - Necessitates demolishing the old boiler including any and all hazardous material remediation that comes with it. Depending on the HAZMAT testing results, this could be a very expensive task.
- **OPTION E** – Utilize VRF system. Locate condensers in the boiler room and ducted FCU's above ceiling to serve spaces. This option is more efficient than the others, does not require any gas connection, can remain completely hidden from the exterior, and also offers excellent zoning and control. It is, however, the most expensive option. Other downsides include:
 - Approximately same price as D.
 - Rework the exterior wall of boiler room to facilitate the necessary louvers and air intake for the equipment. Equipment flu(s) will need to be routed through wall or up to roof, in the case of utilizing a DOAS.
 - Requires exterior louvers to facilitate outside air duct to RA side or indoor FCU's. This can be ducted from the boiler room or a DOAS unit to prevent multiple exterior louvers.
 - Necessitates demolishing the old boiler including any and all hazardous material remediation that comes with it. Depending on the HAZMAT testing results, this could be a very expensive task.

HVAC RECOMMENDATIONS



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It is my recommendation for cost effectiveness to go with either Option A or B, depending on the level of zoning and control desired. However, if performance and historic feel of the building weigh heavily and it's important to keep AHU's off the roof, I would go with Options E. This option give the best performance and keep all equipment hidden, protecting the historic feel. Options C, D, and E all carry a large and somewhat unknown expense of demolishing the old boiler but the advantages are significant and that boiler room space is wasted anyway.

I don't think making an exterior mech yard away from the building to house AHU's or VRF condensers and adequately hiding/screening such will cost much less than locating in the boiler room and will have other drawbacks: running ductwork underground into building or having exposed duct, not sure how we get duct into the attic space without adding a chase or losing square footage, and even if a VRF system is utilized – meaning only line sets connect yard to building – It will be hard to hide said line sets, and exterior yards don't fit the desired historic feel much more than rooftop units.

ASSESSMENT OF EXISTING PLUMBING

Existing plumbing consists of DCW entering the building from the West, traversing the building in the crawl space to the boiler room, where it connects to a water heater. DCW and DHW are piped from there through the crawl space to existing plumbing fixtures including: mop sink, water fountain, and two restrooms with flush tank WC's and lavs. DCW main appears to be 1.5" service. Sanitary sewer runs in the crawl space and out to the West where it connects to civil in the road. It appears to be a 4" service. There isn't any storm sewer connection. The roof drains are gutter type that are daylighted to the landscaping areas around the building. The building utilizes natural gas, the meter is located on the West side in landscape area, North of building centerline. Code and design issues are noted as follows:

- DCW – Existing DCW service is adequate size for proposed new fixture count but will limit the new WC's to flush tank.
- DHW – Existing WH is adequately sized and appears to be in good condition and is the only plumbing equipment that could be reused.
- SANITARY SEWER – Existing 4" line is adequately sized and appears to slope sufficiently to the West.
- ROOF DRAINS/STORM SEWER – New building will utilize gutters and downspouts as well, no roof drains or storm sewer service necessary.
- VENTS – Existing vents were difficult to see due to ceiling in the way.
- NATURAL GAS – Service size looks good. However, a leak was observed in the gas pipe fitting just before the meter. This will need to be remedied.

RECOMMENDATIONS

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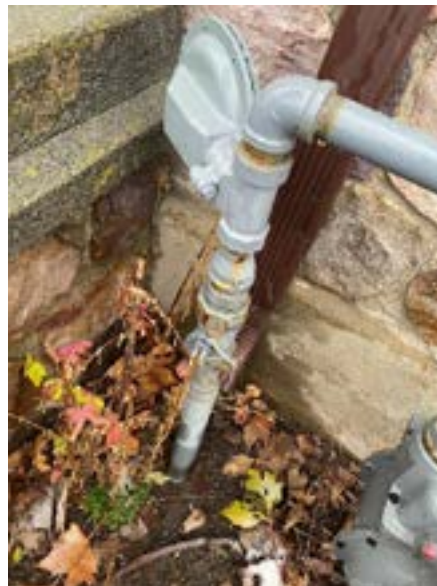
It is recommended to reuse existing water main until it gets to the boiler room. Re-pipe all DCW, DHW, and vent from that point as new. All plumbing fixtures, equipment and piping, except for water heater to be demolished. It is recommended that the existing SS main in the crawl space be camera scoped to determine whether it can be reused or not. It is likely that it can be reused and the only new SS piping will be to connect new fixtures to the existing main. Because the existing DCW and SS lines are in the crawl space, which is readily accessible as well as an area that sustains minimal damage in the case of a leak, these two mains are worth reusing to save money if the camera scope in the SS looks good.

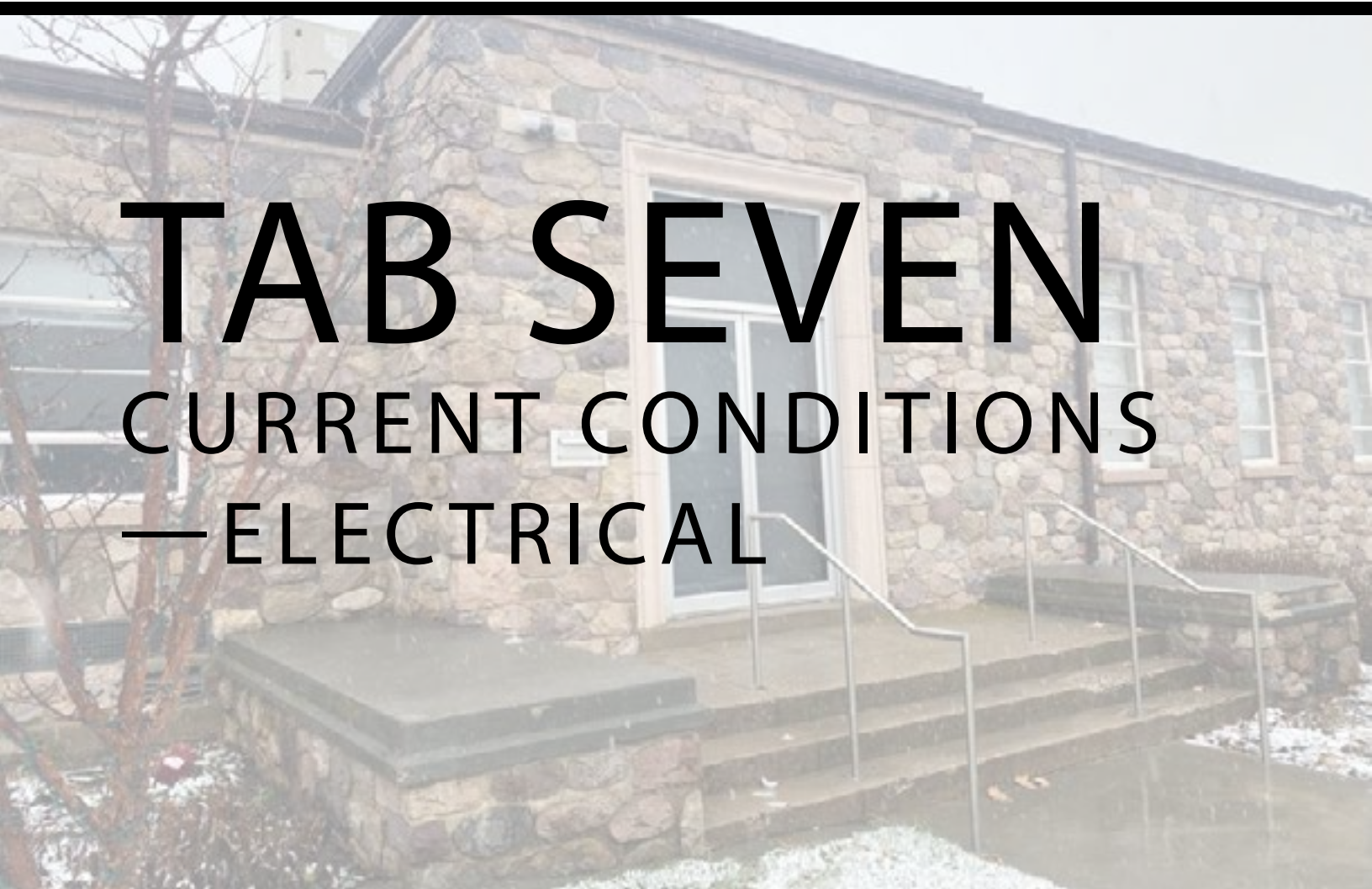


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See existing pictures below of existing space for reference:





TAB SEVEN

CURRENT CONDITIONS — ELECTRICAL



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Memo

Date:	May 11, 2022	From:	David Hinckley, PE
To:	Steve Cornell	Email:	dgh@spectrum-engineers.com
Company:	FFKR	Phone:	801-401-8435
Job:	Kaysville Library Study	Re:	
Job No.	210692dh		
Via:	Email		
Cc:		Email:	dgh@spectrum-engineers.com

Steve

Please find below my findings from our site visit on December 9, 2021 and March 14, 2022.

Power:

The building is currently served by a 3 phase, delta high leg transformer east of the building across the parking. It is a newer transformer that was installed in the past couple of years by Kaysville Power. It feeds a 400A panel with a main breaker in the boiler room on the east side of the building. The panel and adjacent branch panel are older but are in acceptable condition. The main panel is 3 phase (120/240V 3 Phase high leg) and the sub panels are 1 phase (120/240V 1 Phase). One of the panels do have plumbing piping below (a Code violation) so if the new program would allow for an electrical room it would be preferred to not tie into this panel that does not have the NEC required clearances. Where ceiling tiles were lifted, some MC cabling was not adequately supported.

Lighting:

The building is lit by fluorescent lighting throughout. The fluorescents seem to be primarily T8 lamps. There are several track lights as well as incandescent down lights. This far exceeds current energy codes. If any improvements are made (even 10% of the lights affected) then this will trigger a requirement to comply with current energy code (IECC 2018). LED lighting would then be required to be installed throughout the space. Emergency lighting does not appear to be adequate with sporadic "bug-eye" lights providing some backup illumination but not enough to light the egress path. Light switches are too high to meet ADA requirements (48" max).

Fire Alarm:

The fire alarm system is very old. Occupant load is small enough that a full fire alarm system may not be required for a B type occupancy so I'd recommend just deleting out the old system. If fire alarm is



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desired for the new space, the old panel should be replaced with notification and initiation devices installed as required by IFC 2021 and NFPA 72.

Recommendations:

Remove all track lighting and incandescent down lights. Provide new LED lighting with integral battery packs where required to meet minimum light levels. Add in occupancy sensors as required by IECC 2018 (I would estimate about 15 would need to be added). Re-locate the branch panel that has plumbing piping underneath it (which does not meet the Electrical Code requirement of having panel clearance from floor to ceiling. Lower light switches to 46" to center so that they comply with ADA codes. Provide additional support straps for M.C. cabling above grid ceiling to comply with NEC required supports.



Existing fluorescent lighting. Some track lighting also exists.

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Existing 3 phase, 120/240V high leg panel



Old panel (unless desired by Owner or if monitoring other items, could be deleted)

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Panel with plumbing piping running underneath.



Light switches above ADA height.

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TAB EIGHT

COST ESTIMATE

Kaysville, Utah

Page 1

**Kaysville Public Library
Stabilization & Remodel (Old Rock Municipal Building)**

S U M M A R Y

Conceptual Retrofit - Construction Cost Estimate
May 25, 2022

Section			Cost / SF	TOTAL
02 Existing Conditions			\$18.29	\$116,804
03 Concrete			\$5.34	\$34,114
04 Masonry			\$8.89	\$56,731
05 Metals			\$6.16	\$39,361
06 Wood & Plastics			\$28.30	\$180,697
07 Thermal & Moisture Protection			\$25.76	\$164,474
08 Doors & Windows			\$14.20	\$90,685
09 Finishes			\$29.20	\$186,439
10 Specialties			\$3.90	\$24,890
11 Equipment			\$0.39	\$2,500
12 Furnishings				In FF&E
21 Fire Suppression				Not Included
22 Plumbing			\$6.45	\$41,174
23 Heating, Ventilating and Cooling			\$49.91	\$318,653
26 Electrical			\$31.55	\$201,448
27 Communications			\$6.22	\$39,686
28 Electronic Safety & Security			\$9.85	\$62,892
31 Earthwork			\$1.11	\$7,095
32 Exterior Improvements			\$1.71	\$10,915
33 Utilities				No Work Required
Sub-Total (Construction Only)	6,385	SF	\$247.23	\$1,578,558
General Contractor General Conditions	10.0%		\$24.72	\$157,856
General Contractor Bond	3.0%		\$7.42	\$47,357
General Contractor Overhead & Profit	8.0%		\$19.78	\$126,285
Sub-Total (Construction Only)	6,385	SF	\$299.15	\$1,910,056
Unknown Conditions / Contingency (Allow)	15.0%		\$44.87	\$286,508
Inflation to Mid-Point of Construction				Not Included
TOTAL (Construction Only)	6,385	SF	\$344.02	\$2,196,564

Estimate

Notes: Costs are for construction only (bid day). Costs are an opinion of probable cost.
 Costs are based on an open competitive bid basis among 4-5 contractors.
 Costs Do Not include inflation. Add 8.5%/yr (compounded) for Inflation.

Kaysville, Utah

Page 2

Kaysville Public Library Stabilization & Remodel (Old Rock Municipal Building)

Conceptual Retrofit - Construction Cost Estimate
May 25, 2022

Section	Quantity	UoM	Unit Cost	Total
02 Existing Conditions				
Site Related:				
Remove Landscaping / Irrigation	1,900	SF	\$1.35	\$2,565
Site Patch & Repair (Allowance)	1	LS	\$7,500	\$7,500
Building Related:				
Hazardous Materials Abatement				Not Required
Remove Existing Roof Sheathing				Maintain Existing
Remove Existing Plywood Floor Sheathing	1,790	SF	\$1.75	\$3,133
Remove Roofing Structure Overbuild	1,790	SF	\$6.70	\$11,993
Remove & Replace Structural Joists (Selective)	1	LS	\$12,500	\$12,500
Remove Asphalt Roofing System, Trim & Accessories	6,730	SF	\$2.10	\$14,133
Remove Existing Door & Frame	11	LEAF	\$365.00	\$4,015
Remove Existing Window & Frame	525	SF	\$18.75	\$9,844
Remove Ext Wall Gypsum Board to Expose Framing	4,560	SF	\$2.00	\$9,120
Remove Stud Framed Wall	840	SF	\$6.70	\$5,628
Remove Column Wrap	60	SF	\$20.10	\$1,206
Remove Building Finishes - Floor, Wall & Ceiling	6,385	SF	\$2.20	\$14,047
Building Demolition, Selective (Allowance)	6,385	SF	\$1.35	\$8,620
Temporary Shoring, Lifting & Bracing	1	LS	\$12,500	\$12,500
			\$18.29	\$116,804

Kaysville, Utah

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Kaysville Public Library Stabilization & Remodel (Old Rock Municipal Building)

Conceptual Retrofit - Construction Cost Estimate
May 25, 2022

Section	Quantity	UoM	Unit Cost	Total
03 Concrete				
Concrete Drill, Dowel / Epoxy Anchor (Allowance)	340	EA	\$87.10	\$29,614
Concrete Epoxy Injection, Crack Infill (Allowance)	1	LS	\$2,500	\$2,500
Concrete Testing, 24-Hour (Allowance)	1	LS	\$2,000	\$2,000
			\$5.34	\$34,114
04 Masonry				
Existing Stone Veneer, Structural Stabilization	2,470	SF	\$6.70	\$16,549
Existing Stone Veneer, Tool & Repoint (15%)	740	SF	\$54.30	\$40,182
			\$8.89	\$56,731
05 Metals				
Foundation Column Anchors - Hardware / Connections	2,160	LBS	\$4.95	\$10,692
Floor Framing - Metal Hardware / Brackets / Etc. (Struct)	1,915	LBS	\$5.35	\$10,245
Roof Framing - Metal Hardware / Brackets / Etc. (Struct)	2,355	LBS	\$5.70	\$13,424
Metal Hardware / Hold-Downs / Brackets / Etc. (Struct)	1	LS	\$5,000	\$5,000
			\$6.16	\$39,361

Kaysville, Utah

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Kaysville Public Library Stabilization & Remodel (Old Rock Municipal Building)

Conceptual Retrofit - Construction Cost Estimate
May 25, 2022

Section	Quantity	UoM	Unit Cost	Total
06 Wood & Plastics				
Wood Floor Sheathing, Plywood	6,385	SF	\$5.50	\$35,118
Wood Roof Sheathing, Sheathing over Existing	6,730	SF	\$5.15	\$34,660
Wood Roof Framing Structure (Roof Overbuild)	1,790	SF	\$8.70	\$15,573
Wood Header / Collector Beams, Roof & Exterior Wall	625	BF	\$12.75	\$7,969
Wood Wall Sister Framing, Exterior Wall (Structural)	800	BF	\$13.40	\$10,720
Wood Interior Shear Wall Framing / Sheathing (Struct)	1,465	BF	\$20.10	\$29,447
Wood Blocking / Ledger Beams, Floor (Structural)	2,520	BF	\$16.75	\$42,210
Trim / Casings (Allowance)	1	LS	\$5,000	\$5,000
Millwork / Casework / Cabinetry				In Other Budget
			\$28.30	\$180,697
07 Thermal & Moisture Protection				
Waterproofing / Dampproofing, Foundation	1,440	SF	\$5.15	\$7,416
Vapor Barrier / Air Infiltration Barrier, Building	6,385	SF	\$2.00	\$12,770
Roofing Barrier - Ice & Water Shield	2,235	SF	\$3.00	\$6,705
Batt Insulation, Roof	6,730	SF	\$3.35	\$22,546
Spray Foam Insulation, Building (Allowance)	6,385	SF	\$5.35	\$34,160
Asphalt Architectural Shingle Roofing, Flashings, Etc.	6,730	SF	\$9.05	\$60,907
Pre-Finished Rain Gutters / Downspouts	380	LF	\$37.50	\$14,250
Pre-Finished Flashings, Wall	200	LF	\$16.10	\$3,220
Joint Sealants & Firesafing	1	LS	\$2,500	\$2,500
			\$25.76	\$164,474

Kaysville, Utah

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Kaysville Public Library Stabilization & Remodel (Old Rock Municipal Building)

Conceptual Retrofit - Construction Cost Estimate
May 25, 2022

Section	Quantity	UoM	Unit Cost	Total
08 Doors & Windows				
New Exterior Window, Insulated Glazing & Frame	525	SF	\$67.00	\$35,175
Exterior Entry Door, Frame & Hardware - Double	4	PAIR	\$6,030	\$24,120
Exterior Door, Frame & Hardware - Single	6	LEAF	\$3,350	\$20,100
Interior Door, Frame & Hardware - Single	3	LEAF	\$3,183	\$9,548
Architectural Louvers w/ Accessories	20	SF	\$87.10	\$1,742
			\$14.20	\$90,685
09 Finishes				
Exterior Walls, New Gypsum Bd over Existing Framing	2,340	SF	\$4.00	\$9,360
Interior Wall Framing, Sound Batt & Gypsum Board	1,300	SF	\$18.10	\$23,530
Interior Wall Furring Framing & Gypsum Board	350	SF	\$13.40	\$4,690
Interior Dropped Ceiling Framing & Gypsum Board	650	SF	\$11.05	\$7,183
Existing Plaster Ceilings, Restore	2,300	SF	\$10.70	\$24,610
Floor Finishes, Public (Library)	4,150	SF	\$8.05	\$33,408
Floor Finishes, Admin / Support	2,235	SF	\$6.70	\$14,975
Acoustical Tile Ceiling w/ Grid	3,435	SF	\$4.95	\$17,003
Paint, Wall & Ceiling Finishes	5,940	SF	\$2.70	\$16,038
Paint, Doors & Frame	17	EA	\$604.00	\$10,268
Paint, Window Frame	525	SF	\$5.70	\$2,993
Paint, Trim / Miscellaneous	1	LS	\$3,750	\$3,750
Upgraded Finishes (Allowance)	1	LS	\$10,000	\$10,000
Finishes - Floor, Wall & Ceiling (Patch & Repair Allow)	6,385	SF	\$1.35	\$8,631
			\$29.20	\$186,439

Kaysville, Utah

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Kaysville Public Library Stabilization & Remodel (Old Rock Municipal Building)

Conceptual Retrofit - Construction Cost Estimate
May 25, 2022

Section	Quantity	UoM	Unit Cost	Total
10 Specialties				
Building Specialties - Bath Accessories, Signage, Etc	6,385	SF	\$3.35	\$21,390
Building Amenities, Remove & Reinstall (Allow)	1	LS	\$3,500	\$3,500
			\$3.90	\$24,890
11 Equipment				
Library Equipment / Asset Security				Not Included
Building Equipment, Remove & Reinstall (Allow)	1	LS	\$2,500	\$2,500
			\$0.39	\$2,500
12 Furnishings				
Window Coverings				Not Included
Furnishings, Loose (Work Stations, Chairs, Library Book Shelving)				In FF&E
				Not Included

Kaysville, Utah

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Kaysville Public Library Stabilization & Remodel (Old Rock Municipal Building)

Conceptual Retrofit - Construction Cost Estimate
May 25, 2022

Section	Quantity	UoM	Unit Cost	Total
21 Fire Suppression				
Fire Sprinkler System				Not Included
				Not Included
22 Plumbing				
Remove Existing Plumbing Fixtures	6,385	SF	\$1.75	\$11,174
Repair Natural Gas Meter Leak	1	LS	\$2,500	\$2,500
New Plumbing Fixtures w/ Piping	10	EA	\$2,250	\$22,500
Plumbing System, Patch & Repair (Allowance)	1	LS	\$5,000	\$5,000
			\$6.45	\$41,174
23 Heating, Ventilating and Cooling				
Remove Existing HVAC System	6,385	SF	\$5.05	\$32,244
Ductwork & Air Devices w/ Accessories	6,065	LBS	\$11.40	\$69,141
HVAC Equipment (AHU's / VAV's / EF's, Etc)	6,385	SF	\$20.10	\$128,339
HVAC Piping & Specialties	6,385	SF	\$4.35	\$27,775
HVAC Control System - BACnet / BAS	6,385	SF	\$8.05	\$51,399
HVAC Test & Balance	56	HR	\$174.20	\$9,755
HVAC Commissioning				Not Included
			\$49.91	\$318,653

Kaysville, Utah

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Kaysville Public Library Stabilization & Remodel (Old Rock Municipal Building)

Conceptual Retrofit - Construction Cost Estimate
May 25, 2022

Section	Quantity	UoM	Unit Cost	Total
26 Electrical				
Existing Transformer to Remain				Reuse Existing
Main Electrical Panelboard w/ Accessories				Reuse Existing
Remove Electrical Sub-Distribution / Lighting System	6,385	SF	\$4.00	\$25,540
LED Lighting - Building, Emergency & Exit	6,385	SF	\$12.50	\$79,813
Power Outlets / Distribution / Occupancy Sensors	6,385	SF	\$8.70	\$55,550
Branch Circuitry & Conduit	6,385	SF	\$4.35	\$27,775
Electrical Specialties	6,385	SF	\$2.00	\$12,770
Electrical Commissioning				Not Included
			\$31.55	\$201,448
27 Communications				
Telecomm / Data System, Rough-in (Allowance)	6,385	SF	\$2.30	\$14,686
Audio / Visual Systems (Allowance)	1	LS	\$25,000	\$25,000
			\$6.22	\$39,686
28 Electronic Safety & Security				
Remove Existing Special Electrical Systems (Allow)	6,385	SF	\$0.65	\$4,150
Fire Alarm System, New Panel, Equip & Devices	6,385	SF	\$4.35	\$27,775
Access Control System (Allow)	6,385	SF	\$1.50	\$9,578
Security System (Allow)	6,385	SF	\$3.35	\$21,390
			\$9.85	\$62,892

Kaysville, Utah

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Kaysville Public Library Stabilization & Remodel (Old Rock Municipal Building)

Conceptual Retrofit - Construction Cost Estimate
May 25, 2022

Section	Quantity	UoM	Unit Cost	Total
31 Earthwork				
Building Related:				
Foundation Drainage Grading	1,900	SF	\$2.55	\$4,845
SWPPP / Erosion Control	1	LS	\$2,250	\$2,250
			\$1.11	\$7,095
32 Exterior Improvements				
Perimeter Fill & Reconfigure Irrigation (Drainage)	1,900	SF	\$3.35	\$6,365
Landscaping - Infill, Patch & Repair (Allow)	500	SF	\$6.10	\$3,050
Protect Existing Site Elements	1	LS	\$1,500	\$1,500
Site Furnishings & Improvements (Trash Bin, Bike Racks)				Not Included
			\$1.71	\$10,915

Kaysville, Utah

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Kaysville Public Library Stabilization & Remodel (Old Rock Municipal Building)

Conceptual Retrofit - Construction Cost Estimate
May 25, 2022

Section	Quantity	UoM	Unit Cost	Total
33 Utilities				
Existing Utilities to Remain				No Work Required
				No Work Required
Sub-Total (Construction Only)			\$247.23	\$1,578,558
General Contractor General Conditions	10.0%		\$24.72	\$157,856
General Contractor Bond	3.0%		\$7.42	\$47,357
General Contractor Overhead & Profit	8.0%		\$19.78	\$126,285
Sub-Total (Construction Only)			\$299.15	\$1,910,056
Unknown Conditions / Contingency (Allow)	15.0%		\$44.87	\$286,508
Inflation to Mid-Point of Construction				Not Included
TOTAL (Construction Only)			\$344.02	\$2,196,564

Estimate

Notes: Costs are for construction only (bid day). Costs are an opinion of probable cost.
 Costs are based on an open competitive bid basis among 4-5 contractors.
 Costs Do Not include inflation. Add 8.5%/yr (compounded) for Inflation.

Kaysville, Utah

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Kaysville Public Library Stabilization & Remodel (Old Rock Municipal Building)

Conceptual Retrofit - Construction Cost Estimate
May 25, 2022

Section	Quantity	UoM	Unit Cost	Total
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CONTRACTOR GENERAL CONDITIONS NOTES:

General Conditions Include :

- Mobilization / Demobilization
- Project Management
- Superintendent
- Administrative Assistant
- Scheduling
- Layout
- Permits
- Project Safety & Signage
- Office Supplies
- On-Site Communications
- Large Equipment
- Temporary Barricades
- Temporary Power
- Resource Protection
- Clean-Up
- As-Built Drawing Overview & Verification

Soft Cost NOT included in Construction Cost Estimate:

- Owners Overhead
- Planning Services
- A&E Design and Construction Administration
- Owners Rep.
- Commissioning Agent
- Special Testing and Inspections
- Owners Design Contingency

Estimate

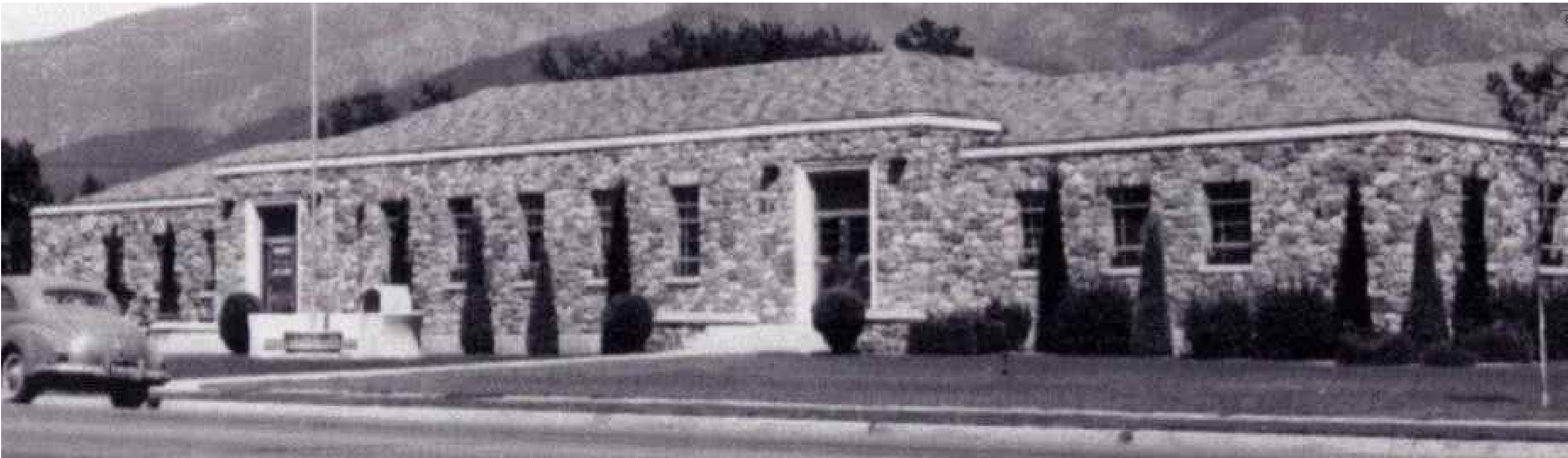
Notes: Costs are for construction only (bid day). Costs are an opinion of probable cost.
 Costs are based on an open competitive bid basis among 4-5 contractors.
 Costs Do Not include inflation. Add 8.5%/yr (compounded) for Inflation.



TAB NINE

APPENDIX – A

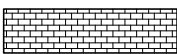
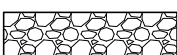
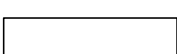
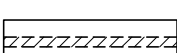
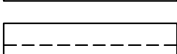
ARCHITECTURAL PLANS



SITE MAP



MATERIALS LEGEND

	BRICK
	STONE
	CONCRETE
	FRAME WALL
	DEMO WALL
	GENERAL DEMO, SEE NOTE.

PROJECT TEAM

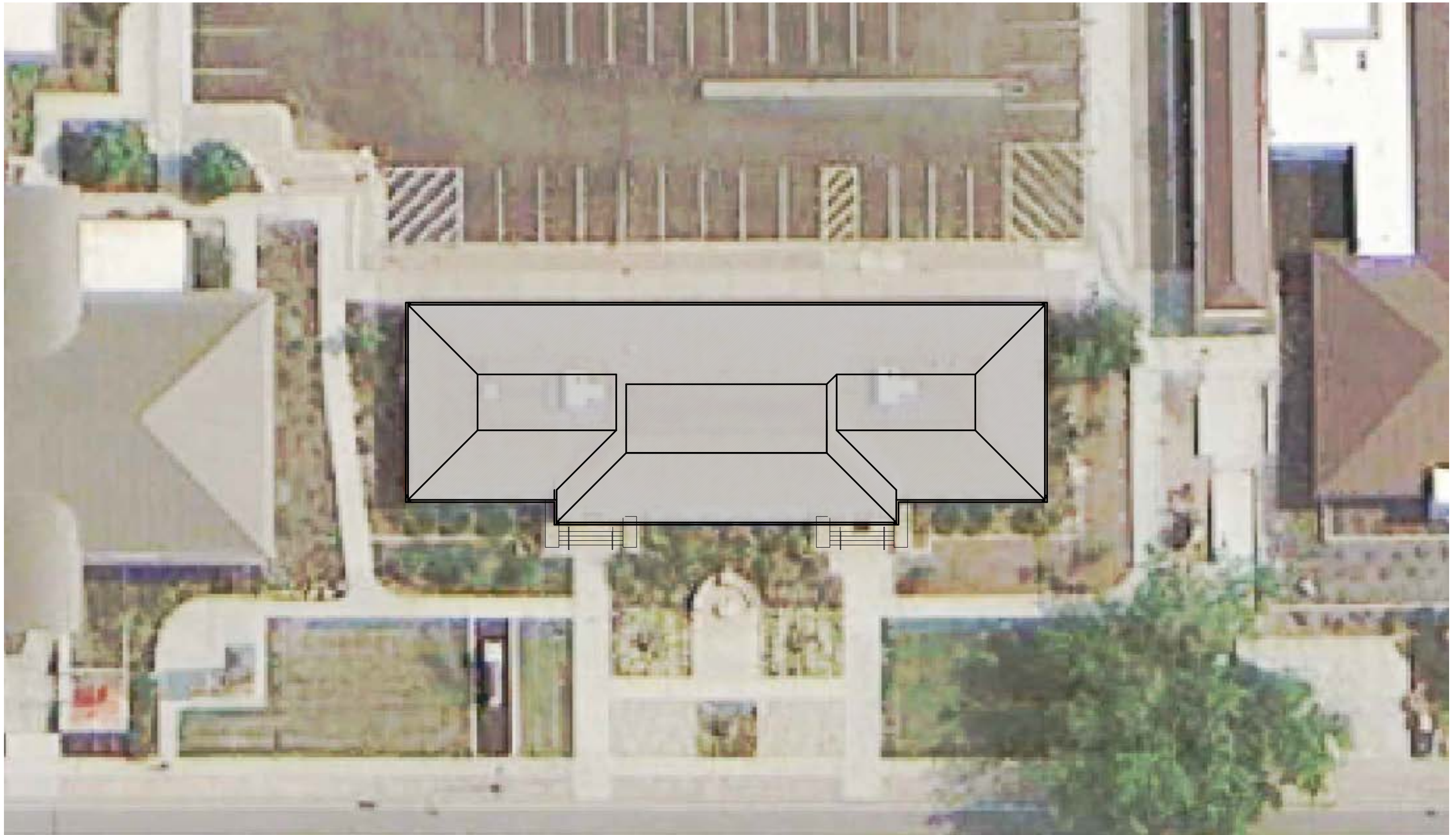
PROJECT ARCHITECT	
FFKR ARCHITECTS 730 PACIFIC AVENUE SALT LAKE CITY, UT. 84104 801.521.6186	
STRUCTURAL	
REAVLEY ENGINEERS 675 E 500 S - SUITE 400 S.L.C., UT 84102 801.486.3883	
MEP	
SPECTRUM ENGINEERS 324 S STATE ST. SUITE 400 S.L.C., UT 84111 801.328.5151	

SHEET INDEX

G-1.1	COVER SHEET
A-0.1	SITE PLAN
A-1.1	EXISTING FLOOR PLANS
A-1.2	DEMO FLOOR PLANS
A-1.3	PROPOSED FLOOR PLANS
A-1.4	REFLECTED CEILING PLAN
A-1.5	ROOF PLAN
A-2.1	EXTERIOR ELEVATIONS
A-3.1	BUILDING SECTIONS

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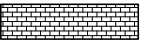
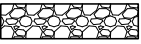
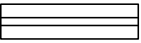
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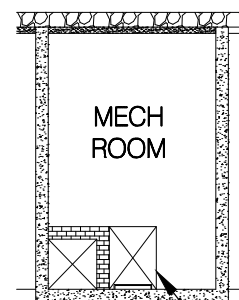
SITE PLAN

SCALE: 1" = 20'-0"

A0.1

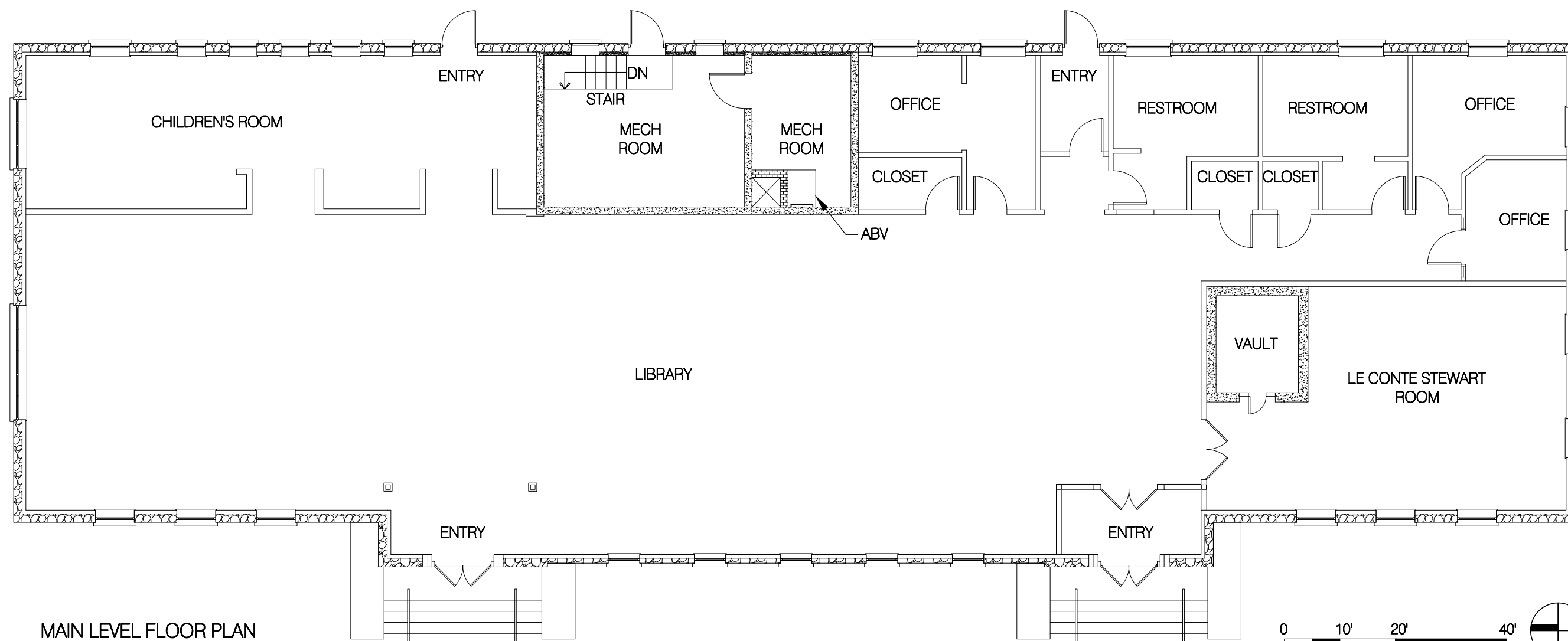
MATERIAL LEGEND

	BRICK
	STONE
	CONCRETE
	FRAME WALL



OPEN TO BELOW

UPPER LEVEL MECHANICAL ROOM



MAIN LEVEL FLOOR PLAN

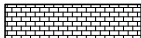
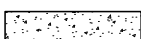
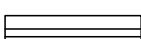
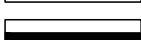
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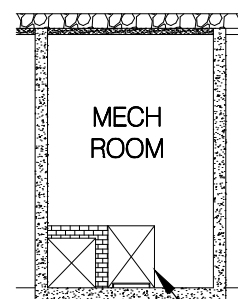
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EXISTING FLOOR PLANS

SCALE: 1" = 10'-0"
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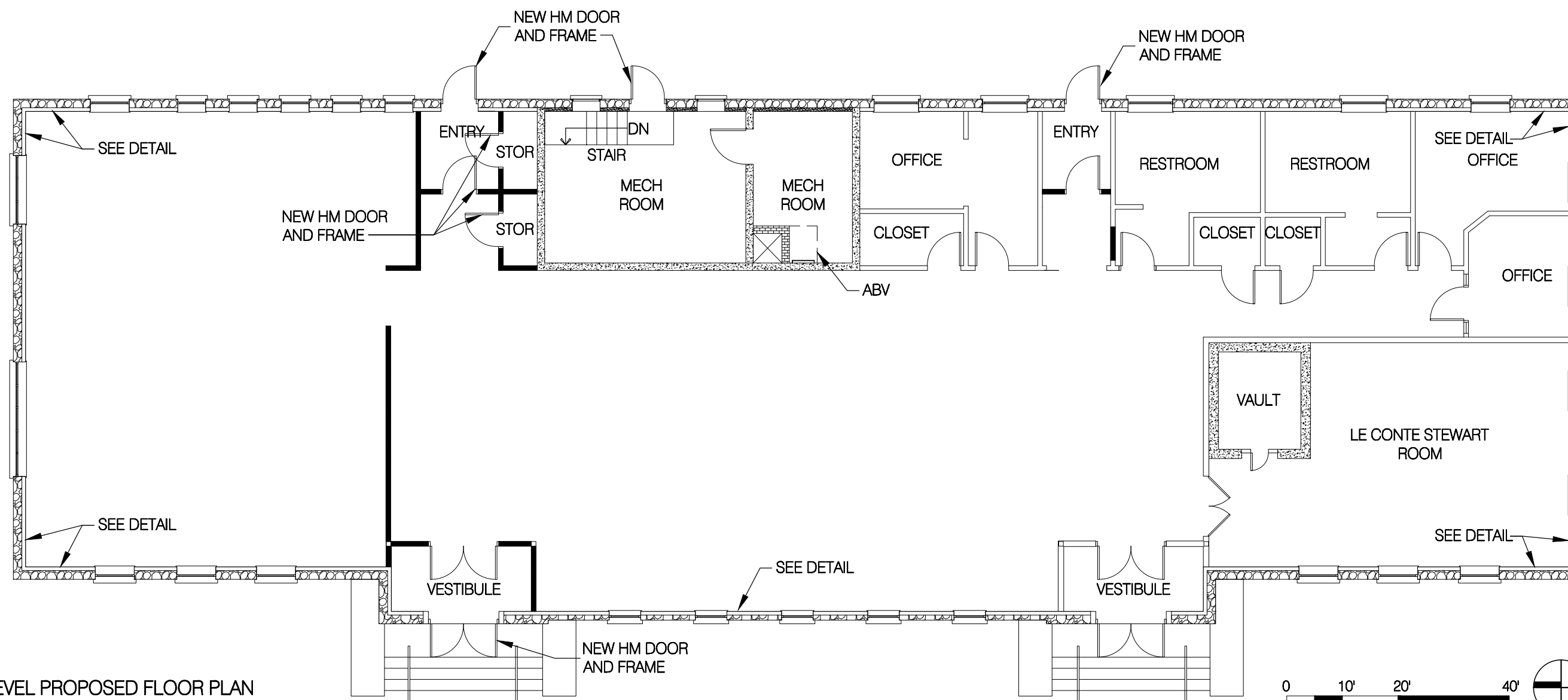
MATERIAL LEGEND

	BRICK
	STONE
	CONCRETE
	FRAME WALL
	NEW WALL



OPEN TO BELOW

UPPER LEVEL MECHANICAL ROOM



MAIN LEVEL PROPOSED FLOOR PLAN

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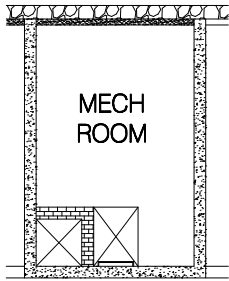
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PROPOSED FLOOR PLANS

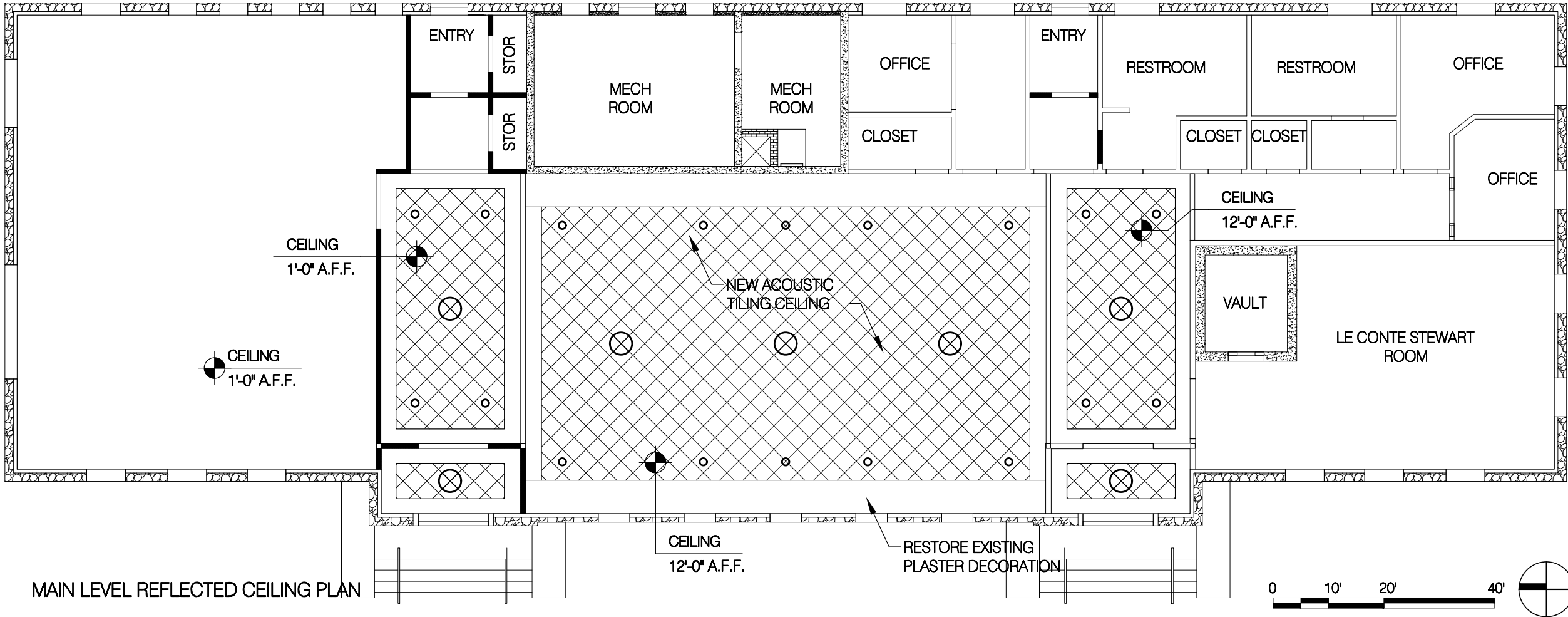
SCALE: 1" = 10'-0"
A1.3

MATERIAL LEGEND

- BRICK
- STONE
- CONCRETE
- EXISTING WALL / HEADER
- NEW WALL
- SUSPENDED LIGHT
- RECESSED CAN LIGHT



UPPER LEVEL MECHANICAL ROOM

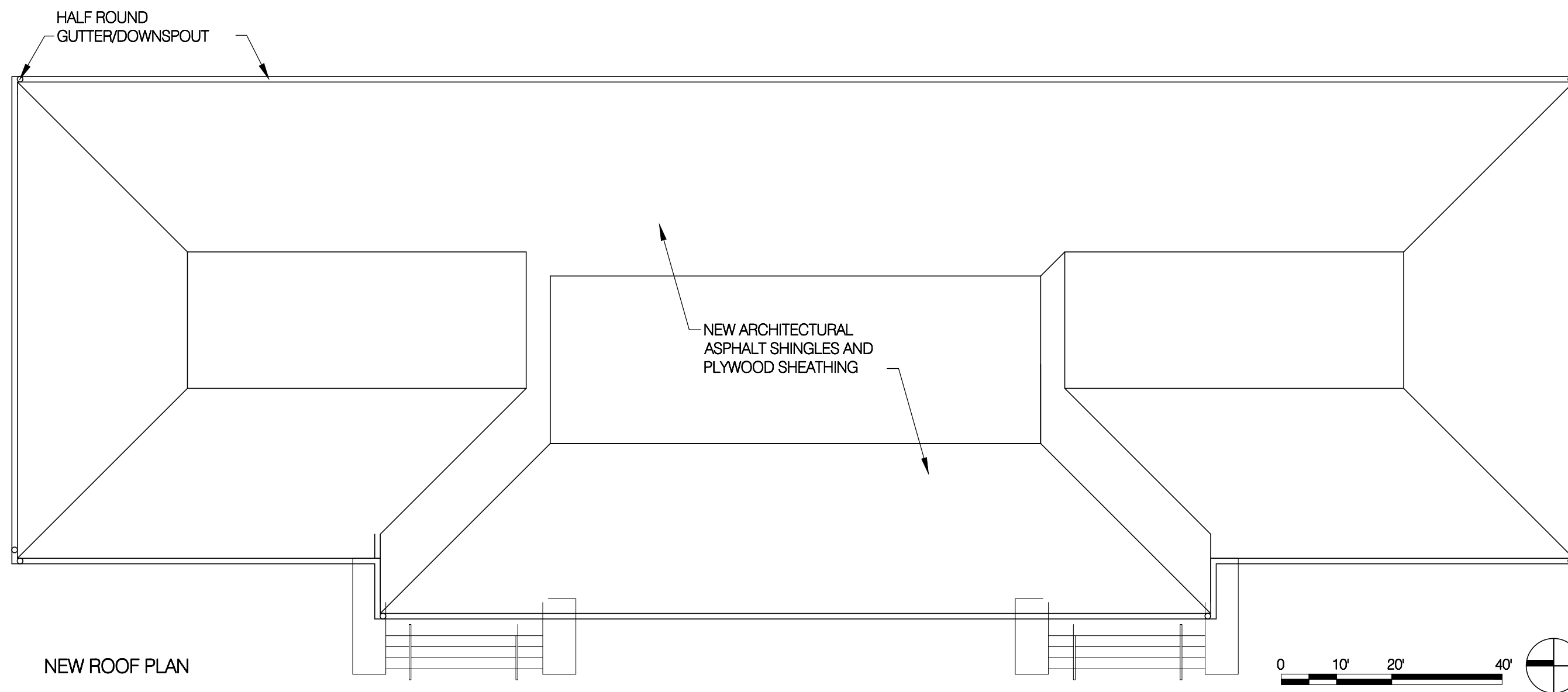


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PROPOSED REFLECTED CEILING PLANS

SCALE: 1" = 10'-0"
A1.4



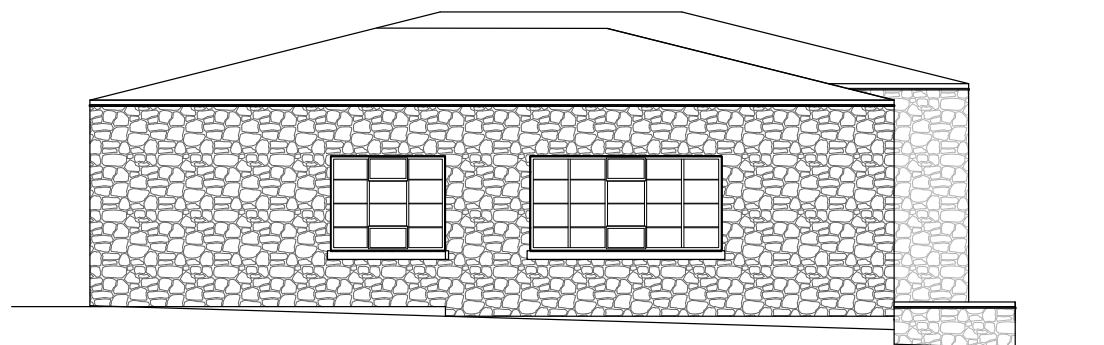
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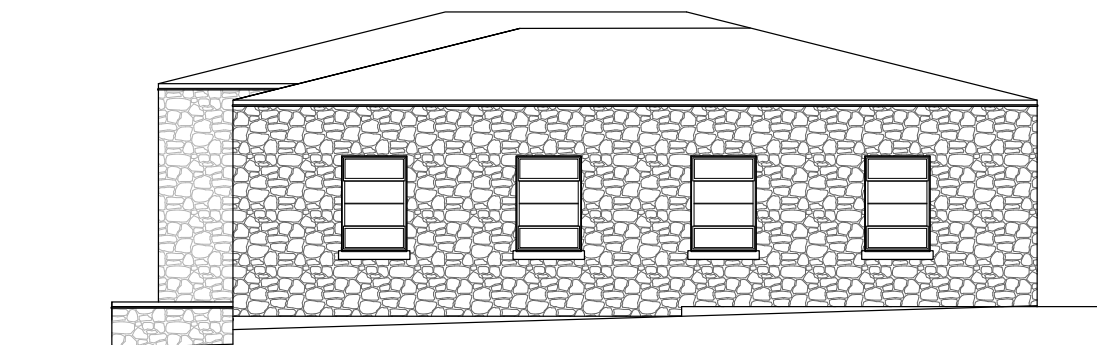
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NEW ROOF PLAN

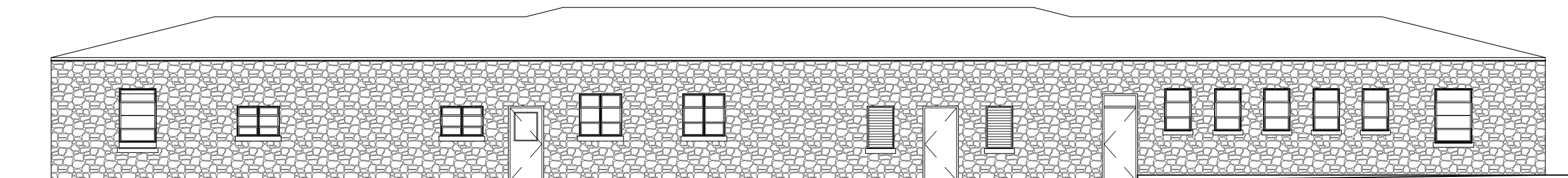
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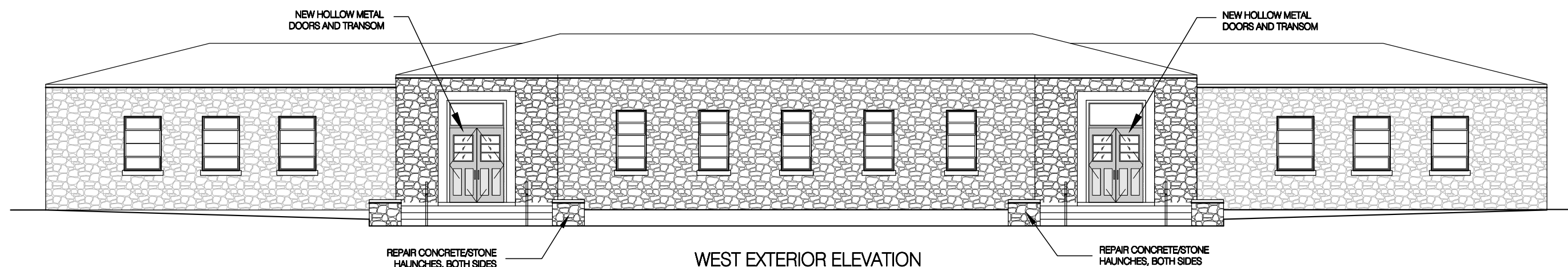
NORTH EXTERIOR ELEVATION



SOUTH EXTERIOR ELEVATION



EAST EXTERIOR ELEVATION



WEST EXTERIOR ELEVATION

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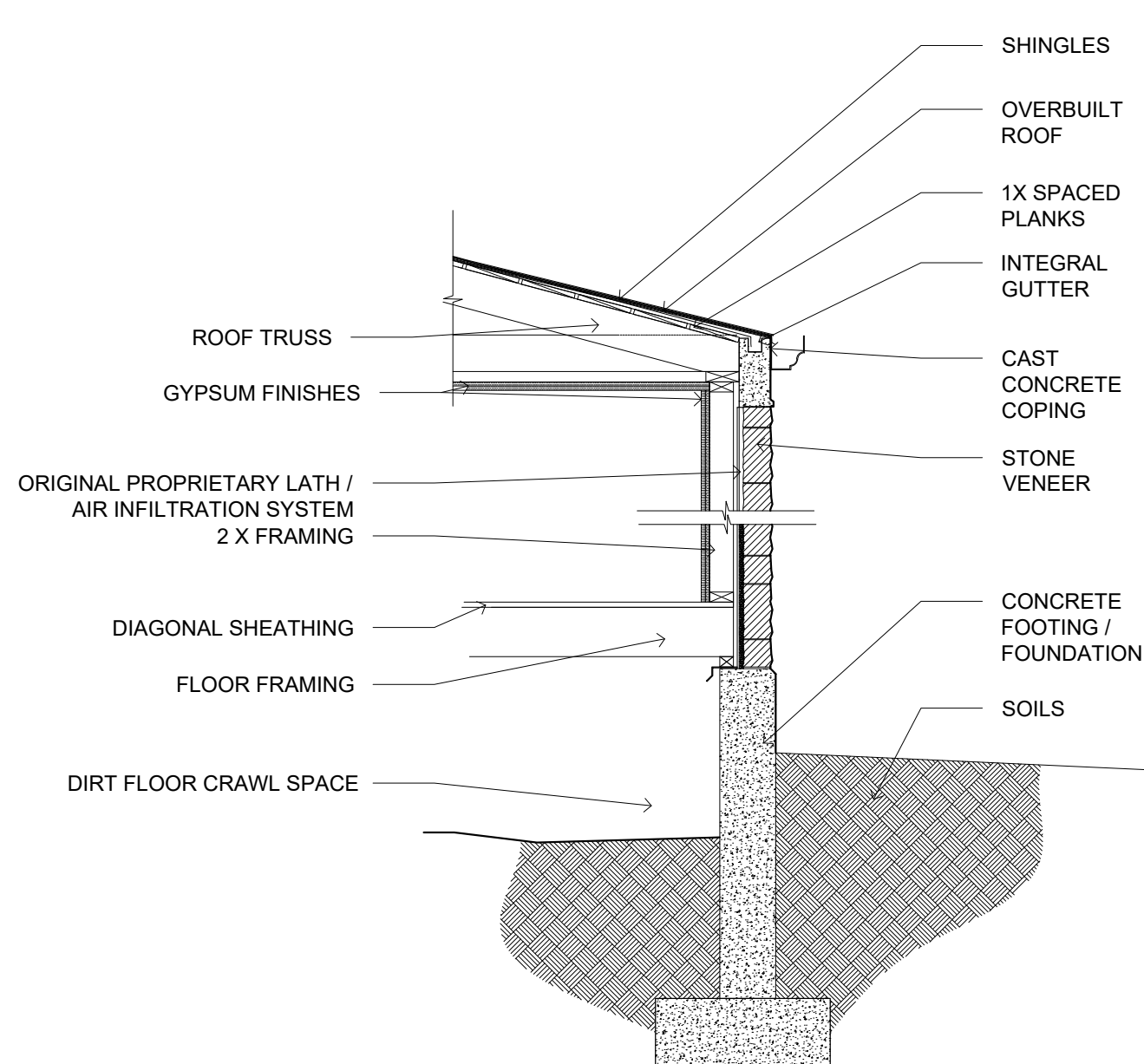
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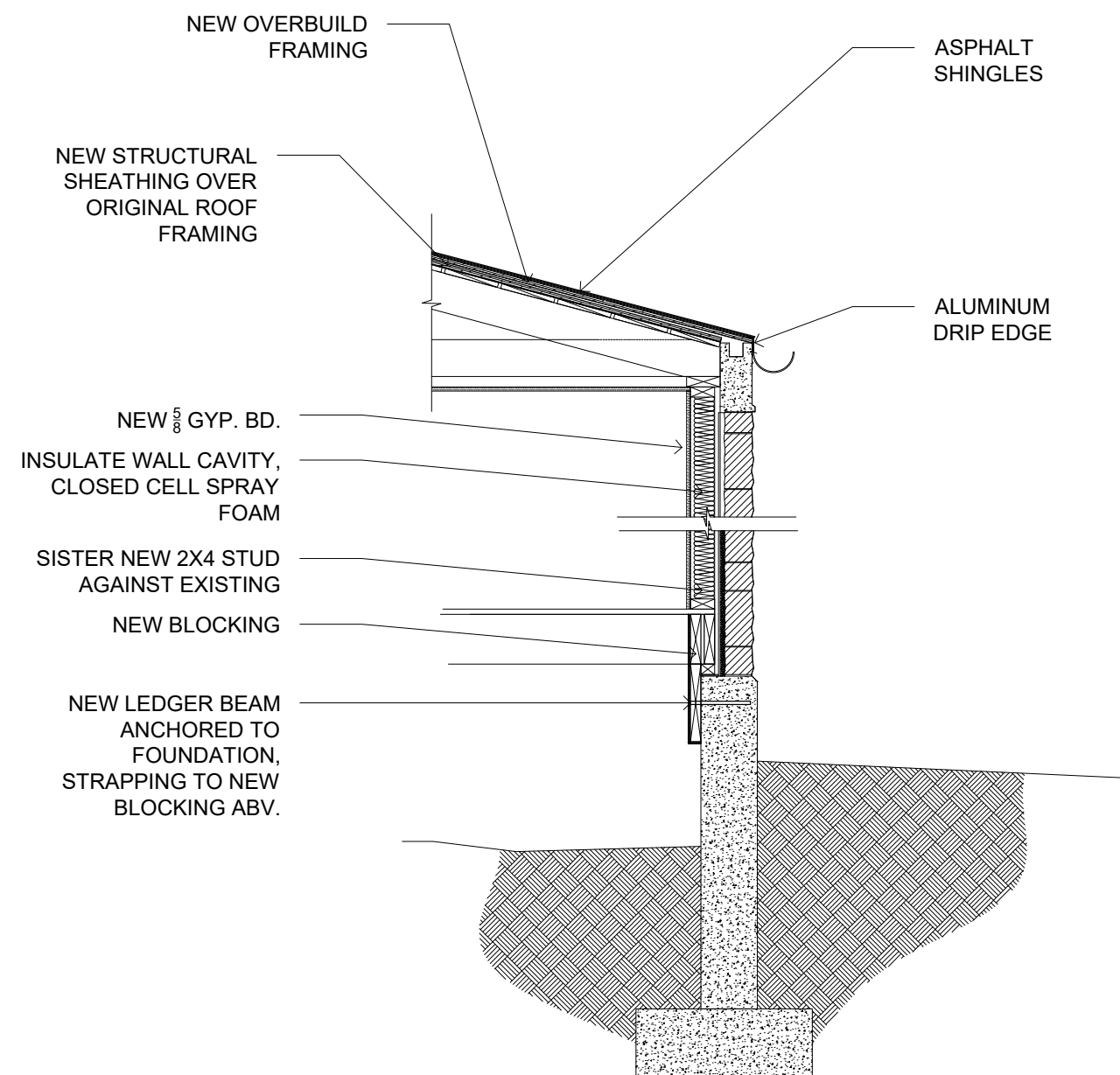
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EXTERIOR ELEVATIONS

SCALE: 1" = 10'-0"
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EXISTING WALL SECTION



PROPOSED WALL SECTION

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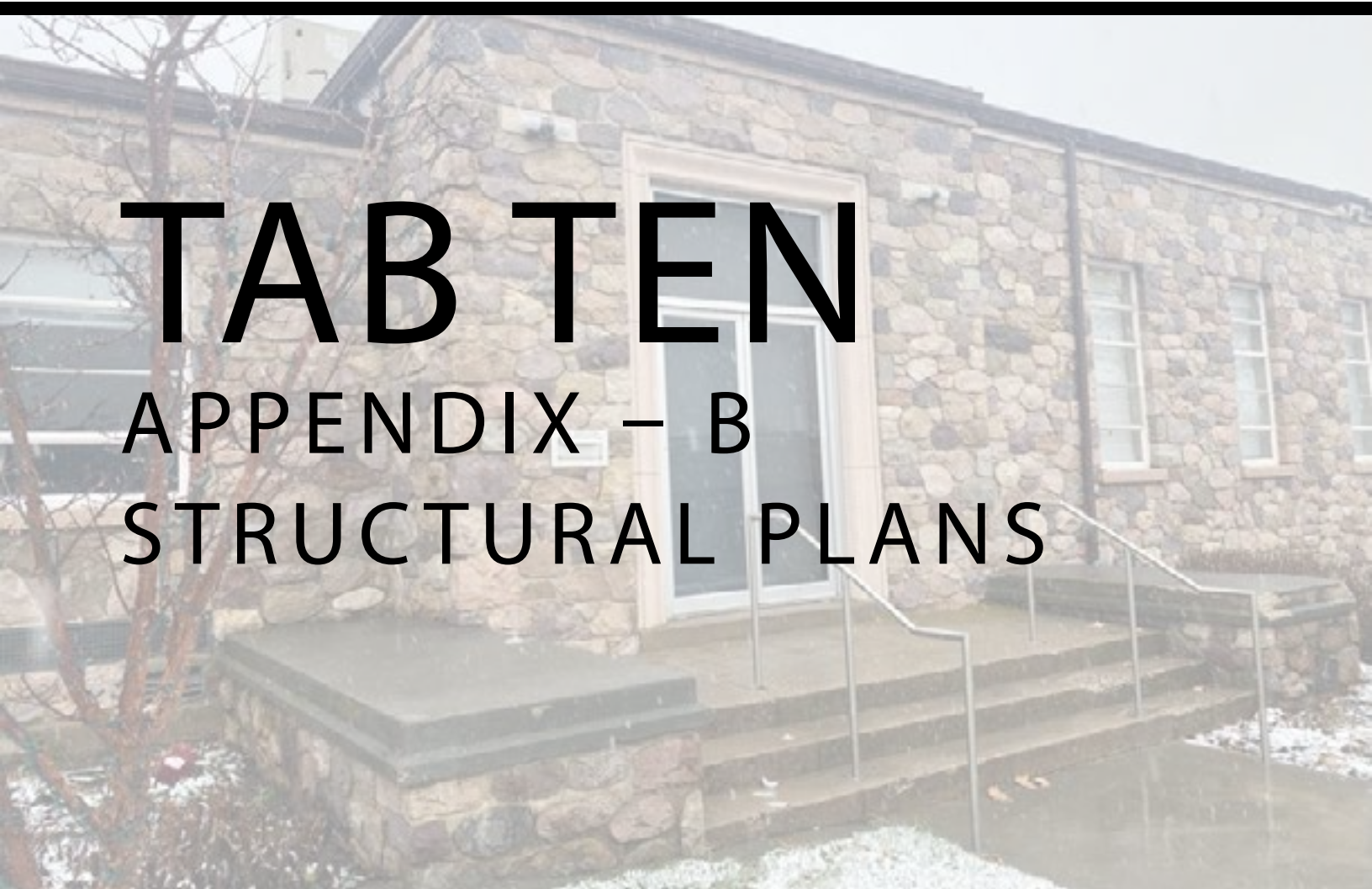
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BUILDING SECTIONS

SCALE: 1/2" = 1'-0"
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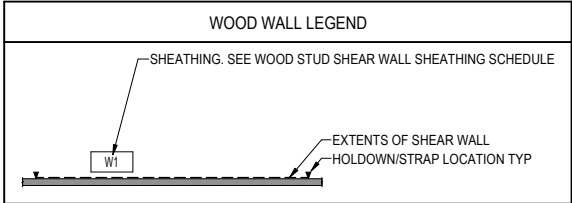


TAB TEN

APPENDIX – B

STRUCTURAL PLANS

PLAN LEGEND					
	FOOTING STEP		CONCRETE WALL		EXISTING FOOTING - CONTINUOUS
	FOOTING - CONTINUOUS		CONCRETE WALL - RECESSED (FDTN PLAN)		EXISTING FOOTING - THICKENED SLAB
	FOOTING - THICKENED SLAB		CONCRETE WALL - RECESSED AT DOOR		EXISTING FOOTING - SQUARE, RECTANGULAR, OR MAT
	FOOTING - SQUARE FOOTING - RECTANGULAR FOOTING - MAT FOOTING		CONCRETE PIER IN CONCRETE WALL. TOP OF PIER RECESSED BELOW SLAB.		EXISTING CONCRETE SHEAR WALL, FOUNDATION WALL OR RETAINING WALL
	CHANGE IN ELEVATION		CONCRETE COLUMN		EXISTING OPENING THROUGH CONCRETE WALL
	SLAB BLOCK-OUT AT COLUMN		CONCRETE JAMB COLUMN POURED MONOLITHIC WITH CONCRETE WALL		EXISTING CONCRETE PIER IN CONCRETE WALL. PIER RECESSED BELOW SLAB.
	SLAB CONTROL/CONSTRUCTION JOINT		MASONRY WALL		EXISTING CONCRETE COLUMN
	SPECIAL SLAB OR DECK AREA		MASONRY WALL - RECESSED (FDTN PLAN)		NEW OPENING THROUGH EXISTING CONCRETE WALL
	SPECIAL SLAB OR DECK AREA		MASONRY LINTEL (FRAMING PLAN)		EXISTING MASONRY WALL
	SPECIAL SLAB OR DECK AREA		MASONRY COLUMN IN MASONRY WALL		EXISTING OPENING THROUGH MASONRY WALL
	RECESSED/DEPRESSED SLAB		STEEL STUD WALL - STRUCTURAL		NEW OPENING THROUGH EXISTING MASONRY WALL
	OPENING		STEEL HEADER IN STEEL STUD WALL		EXISTING MASONRY COLUMN IN MASONRY WALL
	CONCRETE HOUSEKEEPING PAD		BRICK WALL		EXISTING STEEL COLUMN - TUBE
	WOOD DIAPHRAGM SHEATHING		BRICK WALL - RECESSED (FDTN PLAN)		EXISTING STEEL COLUMN - WIDE FLANGE
			BRICK LINTEL (FRAMING PLAN)		EXISTING STEEL COLUMN - PIPE
			BRICK COLUMN IN BRICK WALL		EXISTING STEEL BRACED FRAME
			WOOD STUD WALL		EXISTING SLAB BLOCK-OUT AT COLUMN
			WOOD HEADER IN WOOD STUD WALL		EXISTING SLAB CONTROL/CONSTRUCTION JOINT
			NON-BEARING WOOD WALL. SEE ARCH		EXISTING STEEL BEAM OR GIRDER
			STEEL/WOOD BEAM OR GIRDER		EXISTING STEEL JOIST OR PURLIN
			STEEL/WOOD JOIST OR PURLIN		EXISTING CROSS BRIDGING
			STEEL BRACED FRAME - ABOVE		EXISTING HORIZONTAL BRIDGING
			STEEL BRACED FRAME		EXISTING TO BE REMOVED
			STEEL BEAM OR GIRDER		EXISTING OPENING
			STEEL JOIST OR PURLIN		
			WOOD COLUMN		

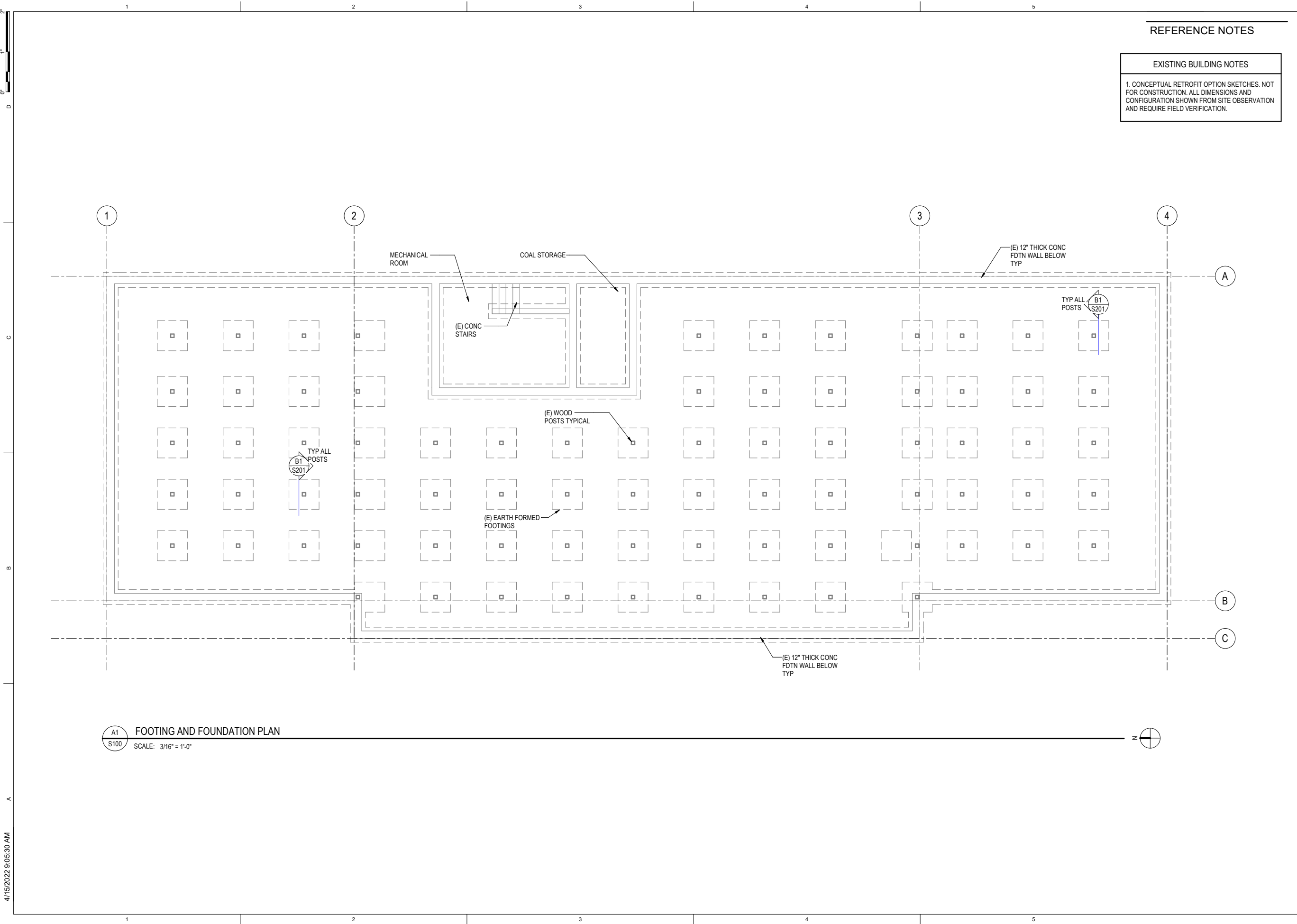


ABBREVIATIONS	
@	AT
AB	ANCHOR BOLT (S)
ABV	ABOVE
ALT	ALTERNATE
APPROX	APPROXIMATE
ARCH	ARCHITECT(URAL)
BLDG	BUILDING
BLW	BELOW
BM	BEAM
BOT	BOTTOM
BRG	BEARING
BTWN	BETWEEN
CJ	CONSTRUCTION JOINT OR CONTROL JOINT
CJP	COMPLETE JOINT PENETRATION
CMU	CONCRETE MASONRY UNIT
COL	COLUMN
CONC	CONCRETE
CONST	CONSTRUCTION
CONT	CONTINUOUS
CONTR	CONTRACTOR
CTR	CENTER
D.B.	DECK BEARING
db	DIAMETER OF REINFORCING BAR
DBA	DEFORMED BAR ANCHORS
DBL	DOUBLE
DET	DETAIL
DIA (OR Ø)	DIAMETER
DIAG	DIAGONAL
DIM	DIMENSION
DK	DECK
DN	DOWN
DWG	DRAWING
DWL	DOWEL
E.F.	EACH FACE
E.J.	EXPANSION JOINT (SEISMIC SEPARATION JOINT)
E.W.	EACH WAY
EA	EACH
EL	ELEVATION
ELEC	ELECTRICAL
ELEV	ELEVATOR
ENG	ENGINEER
EQ	EQUAL
EQUIP	EQUIPMENT
EXIST (E)	EXISTING
EXP	EXPANSION / EXPOSED
EXT	EXTERIOR
F.D.	FLOOR DRAIN
F.F.	FINISH FLOOR
F.V.	FIELD VERIFY
FDTN	FOUNDATION
FIN	FINISH
FL	FLOOR
FT	FOOT
FTG	FOOTING
GA	GAUGE
GALV	GALVANIZED
GLB	GLU-LAMINATED BEAM
GR	GRADE
GSN	GENERAL STRUCTURAL NOTES
HB	HORIZONTAL BRIDGING
HORIZ	HORIZONTAL
HSA	HEADED STUD ANCHORS
HSS	HOLLOW STRUCTURAL STEEL
HT	HEIGHT
I.F.	INSIDE FACE
IBC	INTERNATIONAL BUILDING CODE
ICC	INTERNATIONAL CODE COUNCIL
IN	INCH
INSUL	INSULATION
INT	INTERIOR
JST	JOIST
JT	JOINT
K	KIPS - 1,000 POUNDS
KLF	KIPS PER LINEAL FOOT
KSF	KIPS PER SQUARE FOOT
KSI	KIPS PER SQUARE INCH
LBS	POUNDS
Ld, Lt, Lsb, Lsbt, Ldc, Lsc	SEE CONCRETE REINFORCING BAR DEVELOPMENT AND LAP LENGTH SCHEDULE
LF	LINEAL FOOT
LFRS	LATERAL FORCE RESISTING SYSTEM (SFRS & WFRS)

ABBREVIATIONS	
LLH	LONG LEG HORIZONTAL
LLV	LONG LEG VERTICAL
LSH	LONG SIDE HORIZONTAL
LSV	LONG SIDE VERTICAL
MAS	MASONRY
MAX	MAXIMUM
MCJ	MASONRY CONTROL JOINT
MECH	MECHANICAL
MFR	MANUFACTURER
MIN	MINIMUM
MISC	MISCELLANEOUS
NIC	NOT IN CONTRACT
NORM	NORMAL
NTS	NOT TO SCALE
O.C.	ON CENTER
O.F.	OUTSIDE FACE
OPNG	OPENING
OPP	OPPOSITE
OWSJ	OPEN WEB STEEL JOIST
P.T.	POST-TENSIONED
PAF	POWDER ACTUATED FASTENER
PCF	POUNDS/CUBIC FOOT
PJP	PARTIAL JOINT PENETRATION
PL	PLATE
PLF	POUNDS/LINEAL FOOT
PNL	PANEL
PSF	POUNDS/SQ FOOT
PSI	POUNDS/SQ INCH
R.D.	ROOF DRAIN
REINF	REINFORCING
REQD	REQUIRED
SDS	SELF-DRILLING SCREW
SFRS	SEISMIC FORCE RESISTING SYSTEM
SHT	SHEET
SI	SPECIAL INSPECTION (SP. INSP.)
SIM	SIMILAR
SOG	SLAB ON GRADE
SQ	SQUARE
STAG	STAGGERED
STD	STANDARD
STIFF	STIFFENER
STL	STEEL
STRUCT	STRUCTURAL
T & B	TOP AND BOTTOM
T.O.	TOP OF
TEMP	TEMPERATURE
THDS	THREADS
TOC	TOP OF CONCRETE
TOCP	TOP OF CONCRETE PIER
TOF	TOP OF FOOTING
TOS	TOP OF SLAB
TOST	TOP OF STEEL
TOW	TOP OF WALL
TYP	TYPICAL
UNO	UNLESS NOTED OTHERWISE
VERT	VERTICAL
W.P.	WORK POINT
W/	WITH
WF	WIDE FLANGE
WFRS	WIND FORCE RESISTING SYSTEM
WT	WEIGHT
WWF	WELDED WIRE FABRIC
YD	YARD

STRUCTURAL DRAWING LIST	
SHT NO.	SHT NAME
S001	LEGENDS AND ABBREVIATIONS
S100	FOOTING AND FOUNDATION PLAN
S101	FIRST FLOOR FRAMING PLAN
S102	ROOF FRAMING PLAN
S201	DETAIL SHEET
S202	DETAILS

EXISTING BUILDING NOTES	
1. CONCEPTUAL RETROFIT OPTION SKETCHES. NOT FOR CONSTRUCTION. ALL DIMENSIONS AND CONFIGURATION SHOWN FROM SITE OBSERVATION AND REQUIRE FIELD VERIFICATION.	

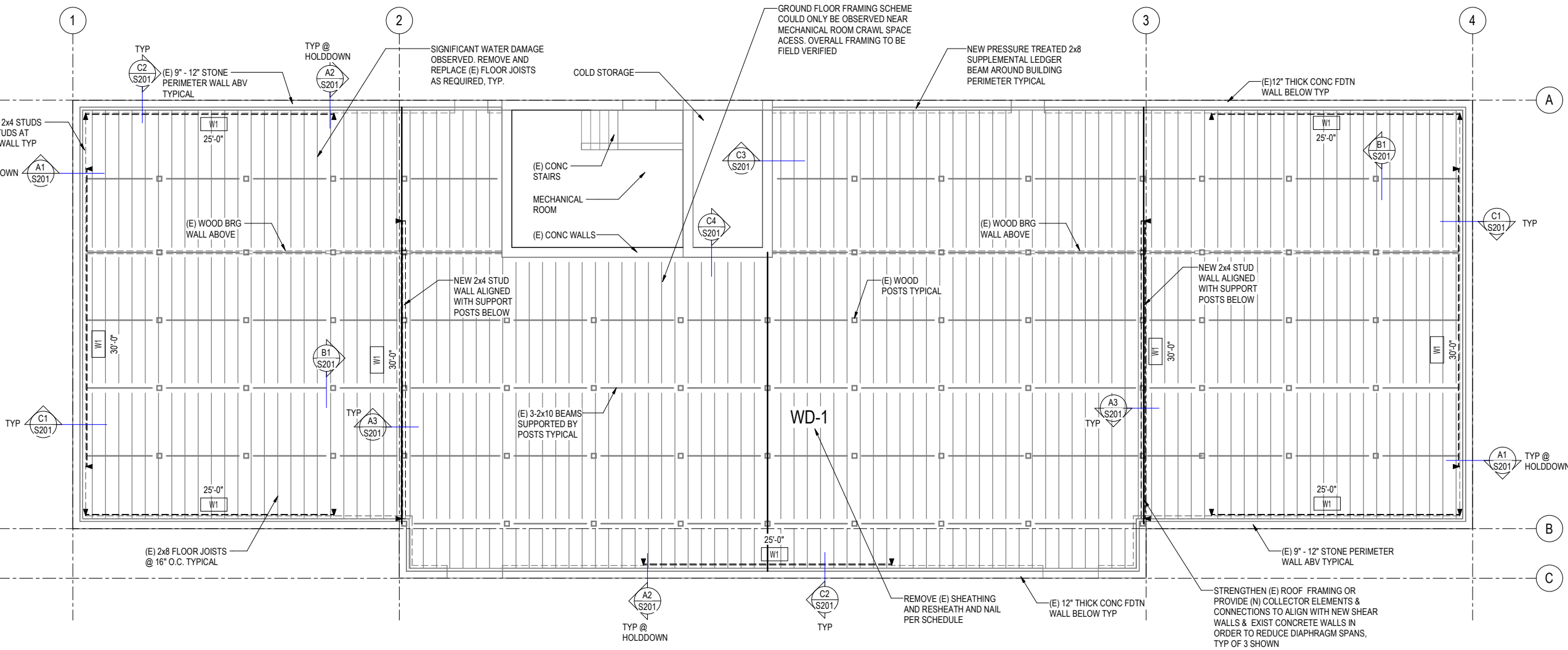


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REFERENCE NOTES

EXISTING BUILDING NOTES

1. CONCEPTUAL RETROFIT OPTION SKETCHES. NOT FOR CONSTRUCTION. ALL DIMENSIONS AND CONFIGURATION SHOWN FROM SITE OBSERVATION AND REQUIRE FIELD VERIFICATION.



A1 FIRST FLOOR FRAMING PLAN
S101 SCALE: 3/16" = 1'-0"

Kaysville Public Library STABILIZATION PROJECT

44 North Main Street
Kaysville, Utah
Conceptual Retrofit - 04/15/2022

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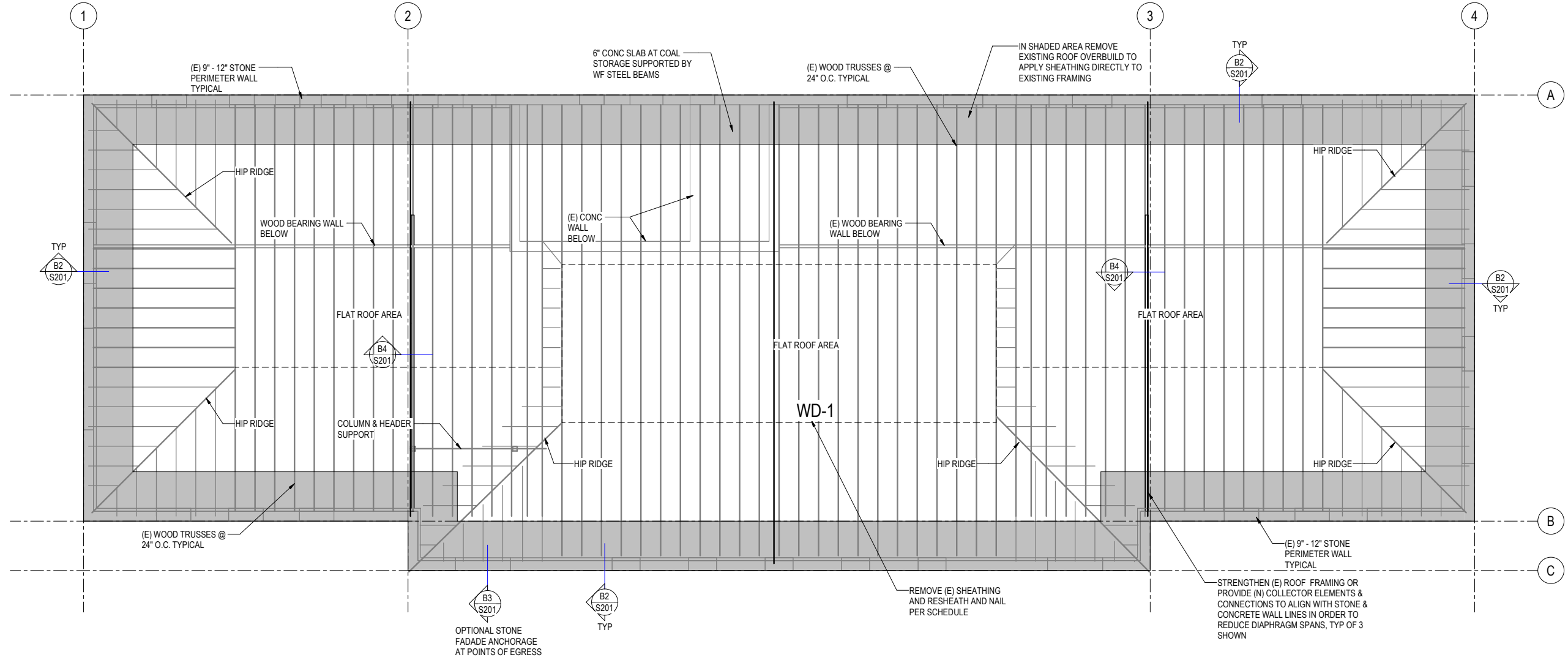
DATE REVISION

PROJECT NUMBER Project Number

FIRST FLOOR FRAMING PLAN

S101

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A1
S102
ROOF FRAMING PLAN
SCALE: 3/16" = 1'-0"

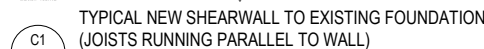
REFERENCE NOTES

EXISTING BUILDING NOTES

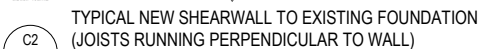
1. CONCEPTUAL RETROFIT OPTION SKETCHES. NOT FOR CONSTRUCTION. ALL DIMENSIONS AND CONFIGURATION SHOWN FROM SITE OBSERVATION AND REQUIRE FIELD VERIFICATION.

Kaysville Public Library STABILIZATION PROJECT
44 North Main Street
Kaysville, Utah
Conceptual Retrofit - 04/15/2022

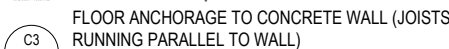
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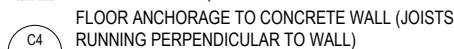
S201 NO SCALE



S201 NO SCALE



S201 NO SCALE



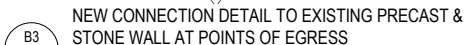
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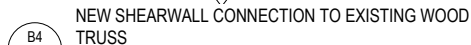
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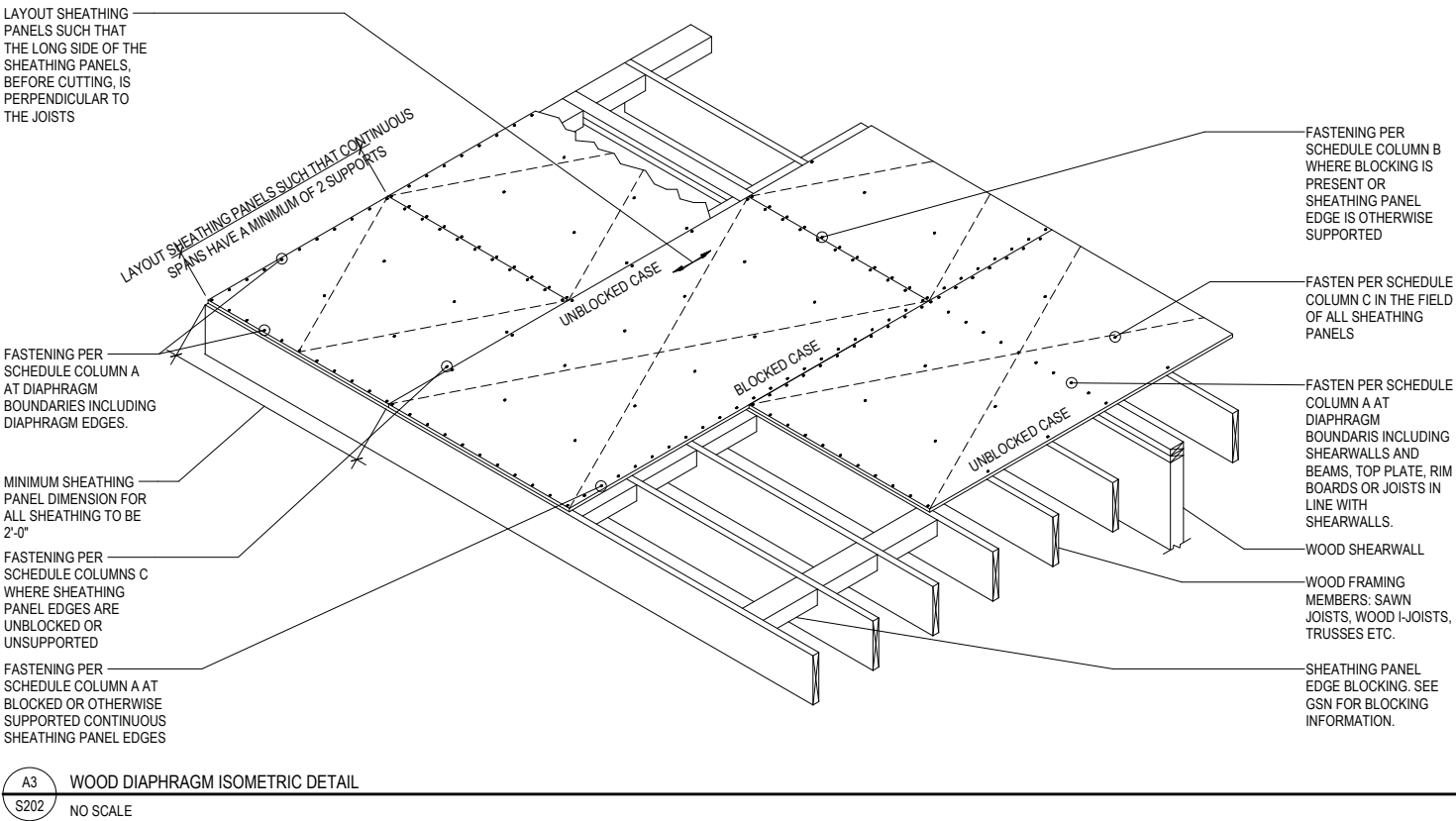
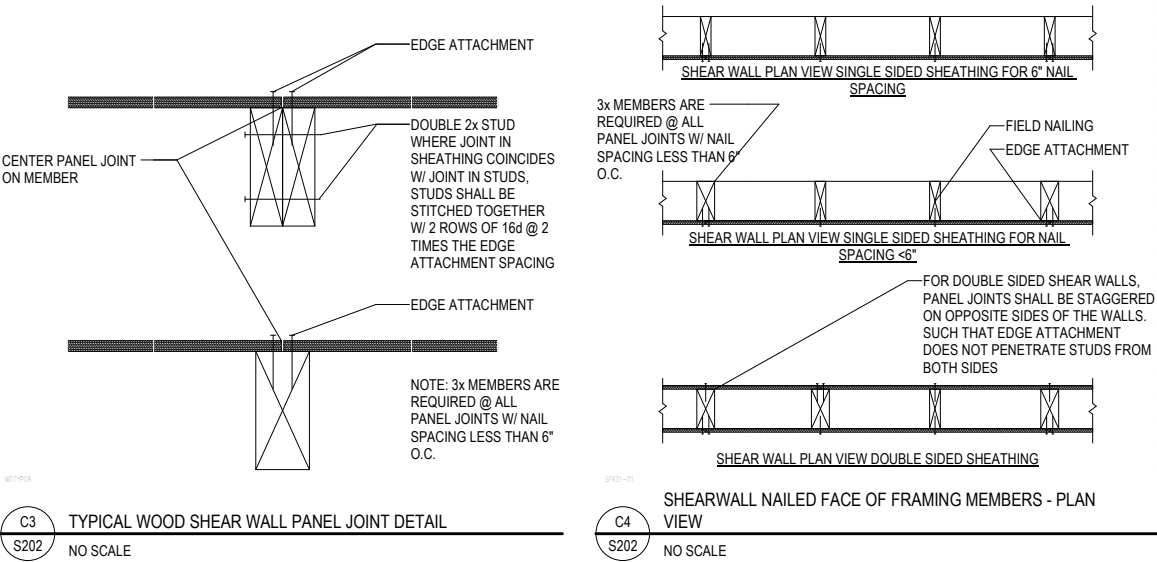
1. CONCEPTUAL RETROFIT OPTION SKETCHES. NOT FOR CONSTRUCTION. ALL DIMENSIONS AND CONFIGURATION SHOWN FROM SITE OBSERVATION AND REQUIRE FIELD VERIFICATION.

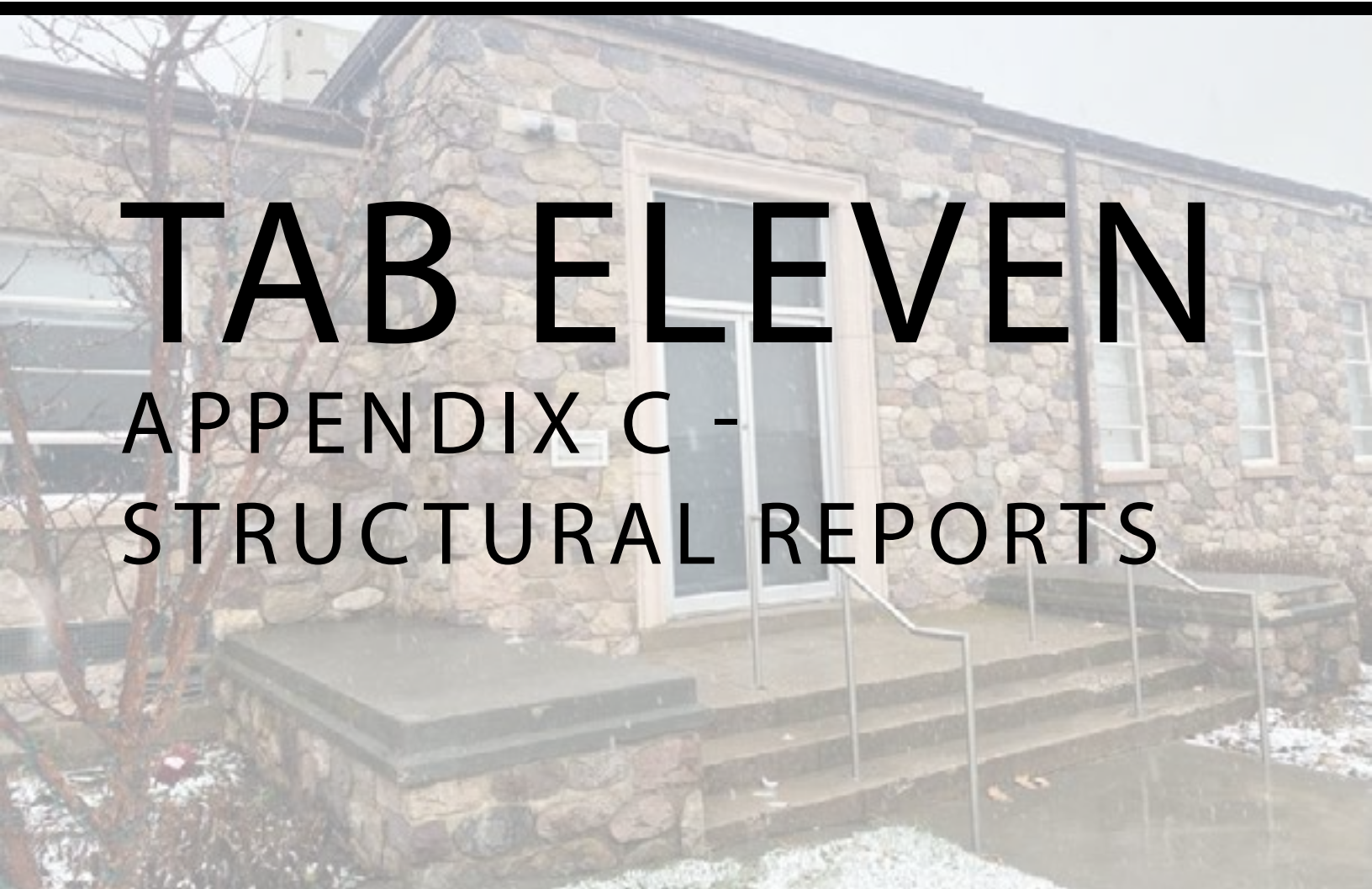
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WOOD SHEAR WALL SHEATHING SCHEDULE									
MARK	WALL SHEATHING THICKNESS	SIDES	PANEL EDGE NAILING		BOTTOM PLATE ANCHORAGE		HOLD DOWN	REMARKS	ALLOWABLE SHEAR CAPACITY (plf)
			SIZE	SPACING	ANCHOR BOLTS IN CONCRETE	FASTENING TO WOOD			
W1	9/16"	ONE SIDE	10d	4"	SEE DETAIL	2-ROWS OF 16d @ 6" O.C. STAGGERED	SEE DETAIL		510
NOTES: 1. WHERE STUDS MUST BE CUT DUE TO THE PLACEMENT OF ANCHOR BOLTS OR OTHER PRODUCTS, AN ADDITIONAL STUD SHALL BE INSERTED ALONG SIDE. 2. THE WIDTH OF THE NAILED FACE OF FRAMING MEMBERS AND BLOCKING SHALL BE 3" NOMINAL FOR ALL PANEL EDGE NAIL SPACING LESS THAN 6" O.C. SEE DETAIL C3/S202 FOR ADDITIONAL INFORMATION. 3. NAILS SHALL BE LOCATED AT LEAST 3/8" FROM PANEL EDGES 4. SHEATHING SHALL BE INSTALLED WITH 1/8" GAP BETWEEN SIDE JOINTS AND 1/16" GAP AT END JOINTS. 5. ALL NAILS SHALL MEET THE REQUIREMENTS FOUND IN THE GSN. IF USED, BOX NAILS SHALL BE GALVANIZED. 6. STUDS IN SHEAR WALL SHALL BE SPACED AT A MAXIMUM OF 16" O.C. 7. ALL PANEL NAILING AT INTERMEDIATE FRAMING MEMBERS SHALL BE 12" O.C. MAXIMUM.									

WOOD DIAPHRAGM SCHEDULE						
LEVEL	WOOD SHEATHING THICKNESS	WOOD SHEATHING EDGES	COMMON NAIL SPACING			NAIL SIZE
			A	B	C	
WD-1	5/8" OR 19/32"	NO BLKG REQ'D	6"	6"	12"	8d
NOTES: 1. SEE DETAIL A3/S202 FOR TYPICAL WOOD DIAPHRAGM SHEATHING PANEL LAYOUT. 2. SEE DETAIL A3/S202 FOR TYPICAL WOOD DIAPHRAGM SHEATHING PANEL EDGE BLOCKING. 3. COMMON NAIL SPACING CRITERIA: A. CONTINUOUS WOOD SHEATHING PANEL EDGES AND DIAPHRAGM BOUNDRY EDGES. B. ALL OTHER WOOD SHEATHING PANEL EDGES. C. INTERMEDIATE WOOD SHEATHING PANEL SUPPORTS (IN FIELD NAILING). D. ALL SHEATHING SHALL BE A.P.A. RATED EXPOSURE 1.						

MINIMUM NAILING SCHEDULE	
CONNECTION	NAILING
1. JOIST TO SILL OR GIRDER, TOENAIL	3- 8d
2. BRIDGING TO JOIST, TOENAIL EACH END	2- 8d
3. 1" x 6" SUBFLOOR TO EACH JOIST, FACE NAIL	2- 8d
4. WIDER THAN 1" x 6" SUBFLOOR TO EACH JOIST, FACE NAIL	3- 8d
5. 2" SUBFLOOR TO JOIST OR GIRDER, BLIND AND FACE NAIL	2- 16d
6. SOLE PLATE TO JOIST OR BLOCKING	16d @ 16" O.C.
7. TOP PLATE TO STUD, END NAIL	2- 16d
8. STUD TO SOLE PLATE	4-8d, TOENAIL OR 2-16d, END NAIL
9. DOUBLE STUDS, FACE NAIL	16d @ 24" O.C.
10. DOUBLED TOP PLATES, FACE NAIL	16d @ 16" O.C.
11. TOP PLATES, LAPS AND INTERSECTIONS, FACE NAIL	2- 16d
12. CONTINUOUS HEADER, TWO PIECES	16d @ 16" O.C. ALONG EACH END
13. CEILING JOISTS TO PLATE, TOENAIL	3- 8d
14. CONTINUOUS HEADER TO STUD, TOENAIL	4- 8d
15. CEILING JOISTS, LAPS OVER PARTITIONS, FACE NAIL	3- 16d
16. CEILING JOISTS TO PARALLEL RAFTERS, FACE NAIL	3- 16d
17. RAFTER TO PLATE, TOENAIL	3- 8d
18. 1" BRACE TO EACH STUD AND PLATE, FACE NAIL	2- 8d
19. 1" x 8" SHEATHING OR LESS TO EACH BEARING, FACE NAIL	2- 8d
20. WIDER THAN 1" x 8" SHEATHING TO EACH BEARING, FACE NAIL	3- 8d
21. BUILT-UP CORNER STUDS	16d @ 24" O.C.
22. BUILT-UP GIRDER AND BEAMS:	20d @ 32" O.C. AT TOP AND BOTTOM AND STAGGERED 2- 20d AT ENDS AND AT EACH SPLICE
23. 2" PLANKS	2- 16d AT EACH BEARING
NOTES: 1. COMMOM OR BOX NAILS SHALL BE USED EXCEPT WHERE OTHERWISE STATED. SEE GENERAL STRUCTURAL NOTES.	





TAB ELEVEN

APPENDIX C - STRUCTURAL REPORTS

APPENDIX C SUMMARY DATA SHEET

BUILDING DATA

Building Name: Kaysville Historic Library Date: 12/9/2021
 Building Address: 44 North Main Street, Kaysville, UT
 Latitude: 41.035672 Longitude: -111.938162 By: JEM
 Year Built: 1944 Year(s) Remodeled: _____ Original Design Code: unknown
 Area [ft² (m²)]: 6100 sq. ft. Length [ft (m)]: 215 ft Width [ft (m)]: 160 ft
 No. of Stories: 1 Story Height: 11 ft Total Height: 24 ft

USE ☐ Industrial ☒ Office ☐ Warehouse ☐ Hospital ☐ Residential ☐ Educational ☒ Other: civic

CONSTRUCTION DATA

Gravity Load Structural System: Wood roof trusses bearing on wood stud walls and interior wood walls. Main floor 2x joists supported by perimeter footings and pier footings
 Exterior Transverse Walls: wood stud walls Openings? Yes
 Exterior Longitudinal Walls: wood stud walls Openings? Yes
 Roof Materials/Framing: 1x sheathing supported by 24" o.c. wood roof trusses
 Intermediate Floors/Framing: _____
 Ground Floor: 2x8 @ 16" o.c. joists supported by (3) 2x10 girders supported by crawl space posts
 Columns: Wood columns addition in North-West Region Foundation: Continuous perimeter w/ interior pier footings
 General Condition of Structure: Extensive Water Damage Observed
 Levels Below Grade? None (Crawl Space below elevated main floor)
 Special Features and Comments: _____

LATERAL-FORCE-RESISTING SYSTEM

	Longitudinal	Transverse
System:	<u>De facto URM Stone Walls</u>	<u>De facto URM Stone Walls</u>
Vertical Elements:	<u>Unreinforced Stone Walls w/ 2X4 stud to the interior</u>	<u>Unreinforced Stone Walls w/ 2X4 stud to the interior</u>
Diaphragms:	<u>Diagonal 1x sheathing supported by wood joists / trusses</u>	<u>Diagonal 1x sheathing supported by wood joists / trusses</u>
Connections:	<u>No positive connections observed</u>	<u>No positive connections observed</u>

EVALUATION DATA

BSE-1N Spectral Response Accelerations: $S_{DS} =$ 1.068 $S_{D1} =$ 0.588
 Soil Factors: Class = assumed D- Default $F_a =$ 1.2 $F_v =$ 1.813
 BSE-2E Spectral Response Accelerations: $S_{XS} =$ 0.967 $S_{X1} =$ 0.573
 Level of Seismicity: High Performance Level: Collapse Prevention
 Building Period: $T =$ 0.12 sec
 Spectral Acceleration: $S_a =$ 0.96 g
 Modification Factor: $C_m C_1 C_2 =$ 1.0 Building Weight: $W =$ 917 kips
 Pseudolateral Force: $C_m C_1 C_2 S_a W =$ 884 kips (Elastic Response)

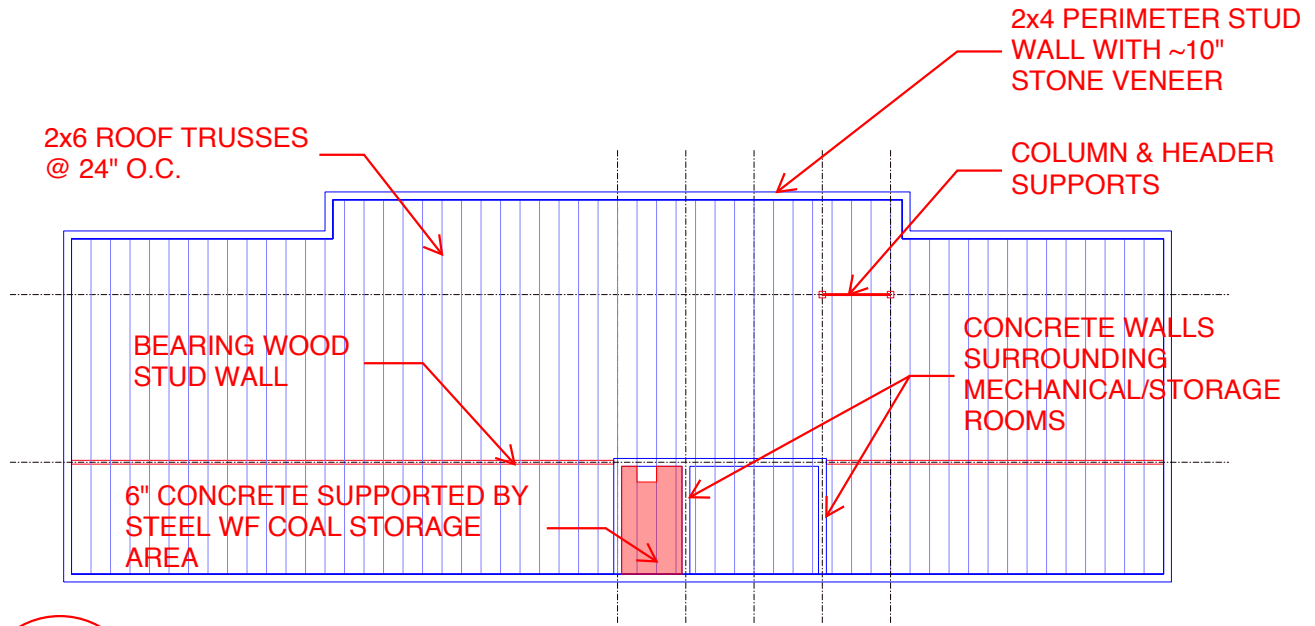
BUILDING CLASSIFICATION: URM

REQUIRED TIER 1 CHECKLISTS

	Yes	No
Basic Configuration Checklist	☒	☐
Building Type <u>URM</u> Structural Checklist	☒	☐
Nonstructural Component Checklist	☐	☒

FURTHER EVALUATION REQUIREMENT: _____

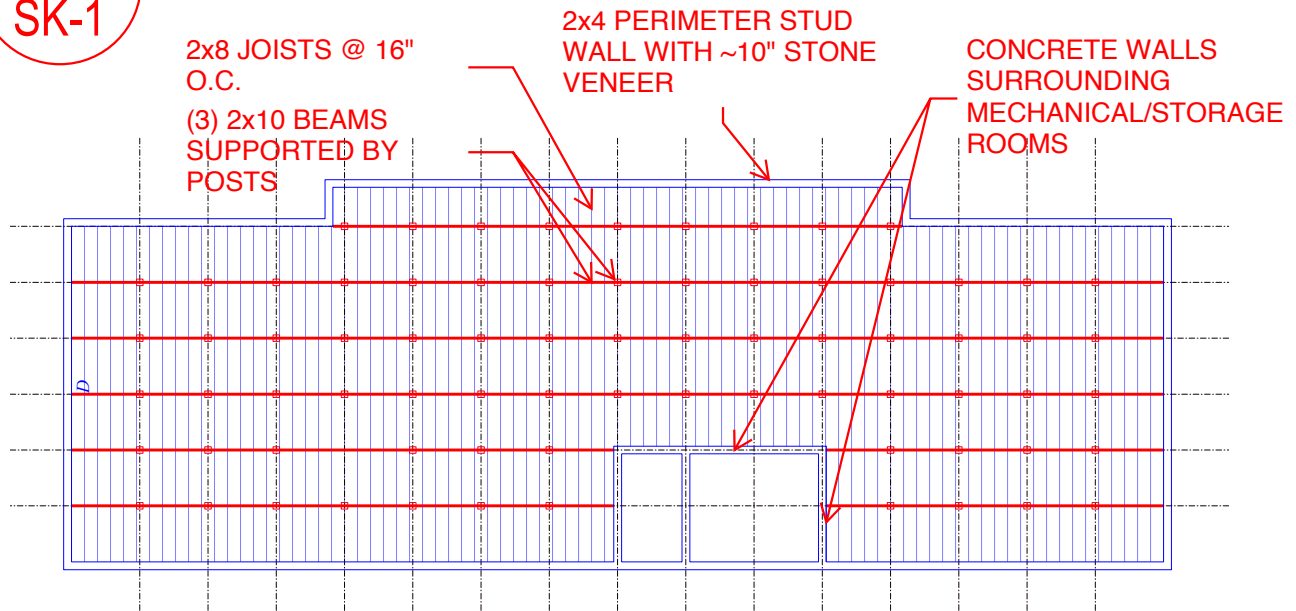
Seismic Evaluation and Retrofit of Existing Structures



2

SK-1

ROOF LEVEL SCHEMATIC FRAMING PLAN



1

SK-1

MAIN LEVEL SCHEMATIC FRAMING PLAN

INFORMATION FROM STRUCTURAL OBSERVATIONS. EXISTING FRAMING TO BE FIELD VERIFIED.



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KAYSVILLE HISTORIC LIBRARY

SCHEMATIC PLANS

SK-1

12/15/2021

SK-1

Kaysville Historic Library

Table 17-2. Collapse Prevention Basic Configuration Checklist

Status	Evaluation Statement	Comments
Low Seismicity		
Building System—General		
C NC N/A U	LOAD PATH: The structure contains a complete, well-defined load path, including structural elements and connections, that serves to transfer the inertial forces associated with the mass of all elements of the building to the foundation.	Critical structural connections to complete basic load paths not observed. See Photos 7 & 16 .
C NC N/A U	ADJACENT BUILDINGS: The clear distance between the building being evaluated and any adjacent building is greater than 0.25% of the height of the shorter building in low seismicity, 0.5% in moderate seismicity, and 1.5% in high seismicity.	There are not buildings in close proximity.
C NC N/A U	MEZZANINES: Interior mezzanine levels are braced independently from the main structure or are anchored to the seismic-force-resisting elements of the main structure.	Historic coal storage with latter access not considered as mezzanine.
Building System—Building Configuration		
C NC N/A U	WEAK STORY: The sum of the shear strengths of the seismic-force-resisting system in any story in each direction is not less than 80% of the strength in the adjacent story above.	Single-story structure.
C NC N/A U	SOFT STORY: The stiffness of the seismic-force-resisting system in any story is not less than 70% of the seismic-force-resisting system stiffness in an adjacent story above or less than 80% of the average seismic-force-resisting system stiffness of the three stories above.	Single-story structure.
C NC N/A U	VERTICAL IRREGULARITIES: All vertical elements in the seismic-force-resisting system are continuous to the foundation.	No vertical irregularities.
C NC N/A U	GEOMETRY: There are no changes in the net horizontal dimension of the seismic-force-resisting system of more than 30% in a story relative to adjacent stories, excluding one-story penthouses and mezzanines.	No geometric irregularities.
C NC N/A U	MASS: There is no change in effective mass of more than 50% from one story to the next. Light roofs, penthouses, and mezzanines need not be considered.	Single-story structure.
C NC N/A U	TORSION: The estimated distance between the story center of mass and the story center of rigidity is less than 20% of the building width in either plan dimension.	Symmetric structure. No torsional issue by inspection.

continues

Kaysville Historic Library

Table 17-2 (Continued). Collapse Prevention Basic Configuration Checklist

Status	Evaluation Statement	Comments
Moderate Seismicity (Complete the Following Items in Addition to the Items for Low Seismicity)		
Geologic Site Hazards		
C NC N/A U	LIQUEFACTION: Liquefaction-susceptible, saturated, loose granular soils that could jeopardize the building's seismic performance do not exist in the foundation soils at depths within 50 ft (15.2 m) under the building.	The site resides at the boundary of High Liquefaction Potential region per current Utah Geological Survey (UGS) information (See Figure 2). Further site investigation required to make a determination.
C NC N/A U	SLOPE FAILURE: The building site is located away from potential earthquake-induced slope failures or rockfalls so that it is unaffected by such failures or is capable of accommodating any predicted movements without failure.	The site is not in close proximity to potential slope failure hazard.
C NC N/A U	SURFACE FAULT RUPTURE: Surface fault rupture and surface displacement at the building site are not anticipated.	The site is not in close proximity to the fault (See Figure 1).
High Seismicity (Complete the Following Items in Addition to the Items for Moderate Seismicity)		
Foundation Configuration		
C NC N/A U	OVERTURNING: The ratio of the least horizontal dimension of the seismic-force-resisting system at the foundation level to the building height (base/height) is greater than $0.6S_a$.	See Calculation 1.
C NC N/A U	TIES BETWEEN FOUNDATION ELEMENTS: The foundation has ties adequate to resist seismic forces where footings, piles, and piers are not restrained by beams, slabs, or soils classified as Site Class A, B, or C.	Lateral system along building perimeter, which is supported by continuous wall footings.
Note: C = Compliant, NC = Noncompliant, N/A = Not Applicable, and U = Unknown.		

Kaysville Historic Library

Table 17-4. Collapse Prevention Structural Checklist for Building Types W1 and W1a

Status	Evaluation Statement	Comments
Low and Moderate Seismicity		
Seismic-Force-Resisting System		
C NC N/A U	REDUNDANCY: The number of lines of shear walls in each principal direction is greater than or equal to 2.	There are at least 2 walls in each principal direction.
C NC N/A U	SHEAR STRESS CHECK: The shear stress in the shear walls, calculated using the Quick Check procedure of Section 4.4.3.3, is less than the following values: Structural panel sheathing 1,000 lb/ft (14.6 kN/m) Diagonal sheathing 700 lb/ft (10.2 kN/m) Straight sheathing 100 lb/ft (1.5 kN/m) All other conditions 100 lb/ft (1.5 kN/m)	See Calculation 2.
C NC N/A U	STUCCO (EXTERIOR PLASTER) SHEAR WALLS: Multi-story buildings do not rely on exterior stucco walls as the primary seismic-force-resisting system.	Single-story, no exterior stucco
C NC N/A U	GYPSON WALLBOARD OR PLASTER SHEAR WALLS: Interior plaster or gypsum wallboard is not used for shear walls on buildings more than one story high with the exception of the uppermost level of a multi-story building.	
C NC N/A U	NARROW WOOD SHEAR WALLS: Narrow wood shear walls with an aspect ratio greater than 2-to-1 are not used to resist seismic forces.	No narrow shear walls
C NC N/A U	WALLS CONNECTED THROUGH FLOORS: Shear walls have an interconnection between stories to transfer overturning and shear forces through the floor.	Single-story
C NC N/A U	HILLSIDE SITE: For structures that are taller on at least one side by more than one-half story because of a sloping site, all shear walls on the downhill slope have an aspect ratio less than 1-to-1.	Non-sloping site

continues

Kaysville Historic Library

Table 17-4 (Continued). Collapse Prevention Structural Checklist for Building Types W1 and W1a

Status	Evaluation Statement	Comments
C NC N/A U	CRIPPLE WALLS: Cripple walls below first-floor-level shear walls are braced to the foundation with wood structural panels.	The cripple walls observed.
C NC N/A U	OPENINGS: Walls with openings greater than 80% of the length are braced with wood structural panel shear walls with aspect ratios of not more than 1.5-to-1 or are supported by adjacent construction through positive ties capable of transferring the seismic forces.	Not observed
Connections		No connection observed. See Photo 15 .
C NC N/A U	WOOD POSTS: There is a positive connection of wood posts to the foundation.	No connection observed. See Photo 17 .
C NC N/A U	WOOD SILLS: All wood sills are bolted to the foundation.	No connection observed. See Photo 15 .
C NC N/A U	GIRDER-COLUMN CONNECTION: There is a positive connection using plates, connection hardware, or straps between the girder and the column support.	No connection observed. See Photo 15 .
High Seismicity (Complete the Following Items in Addition to the Items for Low and Moderate Seismicity)		
Connections		
C NC N/A U	WOOD SILL BOLTS: Sill bolts are spaced at 6 ft or less with acceptable edge and end distance provided for wood and concrete.	Deficiency captured by wood sills. Bolting not observed See Photo 17 .
Diaphragms		No split-level floors or expansion joints observed.
C NC N/A U	DIAPHRAGM CONTINUITY: The diaphragms are not composed of split-level floors and do not have expansion joints.	No chord element observed. See Photo 6 .
C NC N/A U	ROOF CHORD CONTINUITY: All chord elements are continuous, regardless of changes in roof elevation.	The roof diaphragm is straight sheathed and exceeds 2:1 aspect ratio. See Photo 6 .
C NC N/A U	STRAIGHT SHEATHING: All straight-sheathed diaphragms have aspect ratios less than 2-to-1 in the direction being considered.	Straight sheathing observed at roof diaphragm and spans greater than 24 ft. See Photo 17 .
C NC N/A U	SPANS: All wood diaphragms with spans greater than 24 ft (7.3 m) consist of wood structural panels or diagonal sheathing.	Diagonal sheathing observed at floor diaphragm and spans greater than 40 ft. See Photo 17 .
C NC N/A U	DIAGONALLY SHEATHED AND UNBLOCKED DIAPHRAGMS: All diagonally sheathed or unblocked wood structural panel diaphragms have horizontal spans less than 40 ft (12 m) and have aspect ratios less than or equal to 4-to-1.	Alternate diaphragms not observed.
C NC N/A U	OTHER DIAPHRAGMS: The diaphragms do not consist of a system other than wood, metal deck, concrete, or horizontal bracing.	

Note: C = Compliant, NC = Noncompliant, N/A = Not Applicable, and U = Unknown.

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Table 17-2. Collapse Prevention Basic Configuration Checklist

Status	Evaluation Statement	Comments
Low Seismicity		
Building System—General		
C NC N/A U	LOAD PATH: The structure contains a complete, well-defined load path, including structural elements and connections, that serves to transfer the inertial forces associated with the mass of all elements of the building to the foundation.	Critical structural connections to complete basic load paths not observed. See Photos 7 & 16 .
C NC N/A U	ADJACENT BUILDINGS: The clear distance between the building being evaluated and any adjacent building is greater than 0.25% of the height of the shorter building in low seismicity, 0.5% in moderate seismicity, and 1.5% in high seismicity.	There are not buildings in close proximity.
C NC N/A U	MEZZANINES: Interior mezzanine levels are braced independently from the main structure or are anchored to the seismic-force-resisting elements of the main structure.	Historic coal storage with latter access not considered as mezzanine.
Building System—Building Configuration		
C NC N/A U	WEAK STORY: The sum of the shear strengths of the seismic-force-resisting system in any story in each direction is not less than 80% of the strength in the adjacent story above.	Single-story structure.
C NC N/A U	SOFT STORY: The stiffness of the seismic-force-resisting system in any story is not less than 70% of the seismic-force-resisting system stiffness in an adjacent story above or less than 80% of the average seismic-force-resisting system stiffness of the three stories above.	Single-story structure.
C NC N/A U	VERTICAL IRREGULARITIES: All vertical elements in the seismic-force-resisting system are continuous to the foundation.	No vertical irregularities.
C NC N/A U	GEOMETRY: There are no changes in the net horizontal dimension of the seismic-force-resisting system of more than 30% in a story relative to adjacent stories, excluding one-story penthouses and mezzanines.	No geometric irregularities.
C NC N/A U	MASS: There is no change in effective mass of more than 50% from one story to the next. Light roofs, penthouses, and mezzanines need not be considered.	Single-story structure.
C NC N/A U	TORSION: The estimated distance between the story center of mass and the story center of rigidity is less than 20% of the building width in either plan dimension.	Symmetric structure. No torsional issue by inspection.

continues

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Table 17-2 (Continued). Collapse Prevention Basic Configuration Checklist

Status	Evaluation Statement	Comments
Moderate Seismicity (Complete the Following Items in Addition to the Items for Low Seismicity)		
Geologic Site Hazards		
C NC N/A U	LIQUEFACTION: Liquefaction-susceptible, saturated, loose granular soils that could jeopardize the building's seismic performance do not exist in the foundation soils at depths within 50 ft (15.2 m) under the building.	The site resides at the boundary of High Liquefaction Potential region per current Utah Geological Survey (UGS) information (See Figure 2). Further site investigation required to make a determination.
C NC N/A U	SLOPE FAILURE: The building site is located away from potential earthquake-induced slope failures or rockfalls so that it is unaffected by such failures or is capable of accommodating any predicted movements without failure.	The site is not in close proximity to potential slope failure hazard.
C NC N/A U	SURFACE FAULT RUPTURE: Surface fault rupture and surface displacement at the building site are not anticipated.	The site is not in close proximity to the fault (See Figure 1).
High Seismicity (Complete the Following Items in Addition to the Items for Moderate Seismicity)		
Foundation Configuration		
C NC N/A U	OVERTURNING: The ratio of the least horizontal dimension of the seismic-force-resisting system at the foundation level to the building height (base/height) is greater than $0.6S_a$.	See Calculation 1.
C NC N/A U	TIES BETWEEN FOUNDATION ELEMENTS: The foundation has ties adequate to resist seismic forces where footings, piles, and piers are not restrained by beams, slabs, or soils classified as Site Class A, B, or C.	Lateral system along building perimeter, which is supported by continuous wall footings.
Note: C = Compliant, NC = Noncompliant, N/A = Not Applicable, and U = Unknown.		

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Table 17-36. Collapse Prevention Structural Checklist for Building Types URM and URMa

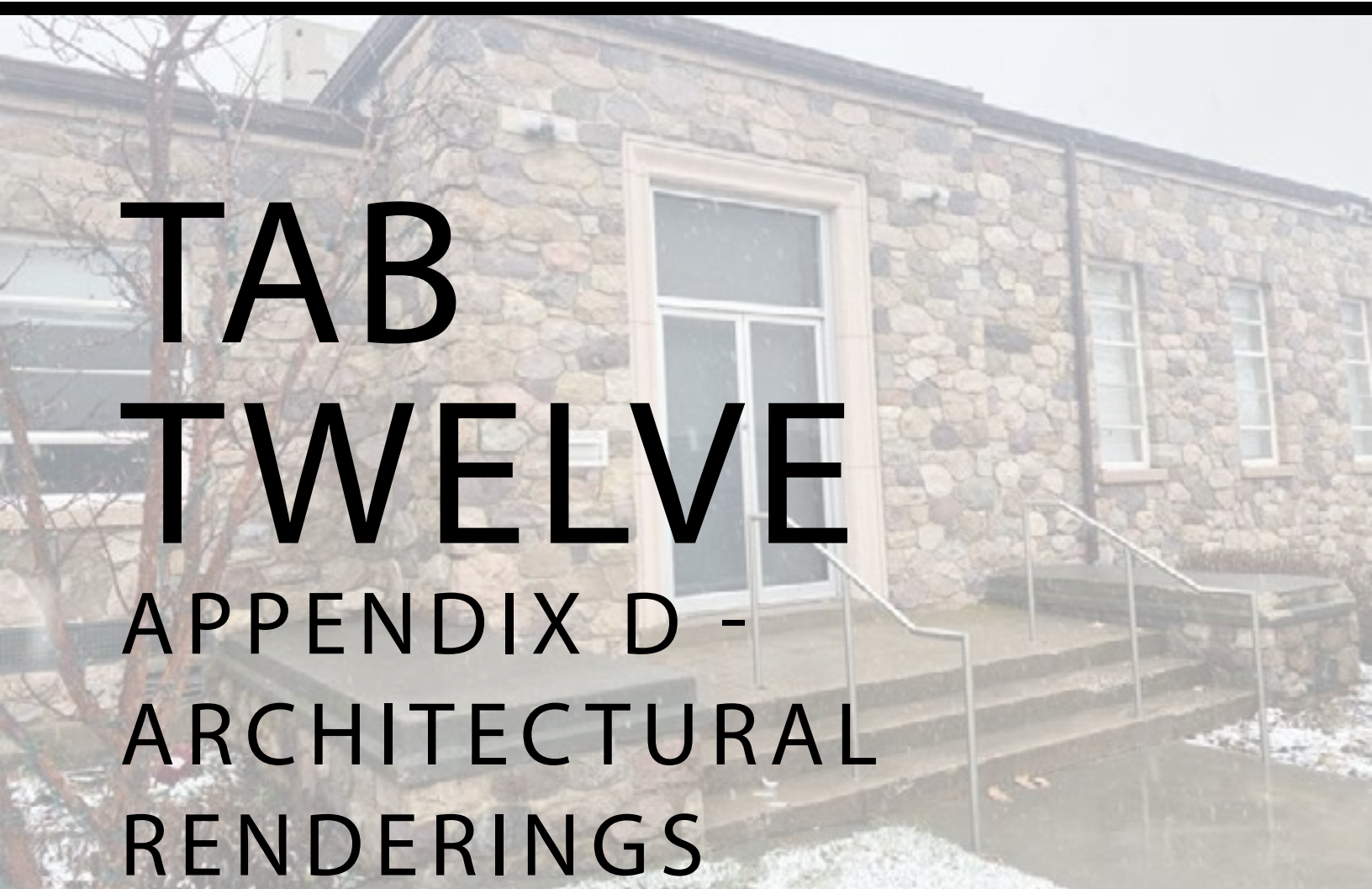
Status	Evaluation Statement	Comments
Low and Moderate Seismicity		
Seismic-Force-Resisting System		
C NC N/A U	REDUNDANCY: The number of lines of shear walls in each principal direction is greater than or equal to 2.	There are at least 2 walls in each principal direction.
C NC N/A U	SHEAR STRESS CHECK: The shear stress in the unreinforced masonry shear walls, calculated using the Quick Check procedure of Section 4.4.3.3, is less than 30 lb/in. ² (0.21 MPa) for clay units and 70 lb/in. ² (0.48 MPa) for concrete units.	See Calculation 2 . Unknown for Stone Walls.
Connections		
C NC N/A U	WALL ANCHORAGE: Exterior concrete or masonry walls that are dependent on the diaphragm for lateral support are anchored for out-of-plane forces at each diaphragm level with steel anchors, reinforcing dowels, or straps that are developed into the diaphragm. Connections have strength to resist the connection force calculated in the Quick Check procedure of Section 4.4.3.7.	Wall anchorage at diaphragm level not observed. See Photos 7 & 16 . Wall anchorage provided by interior wood studs observed but not adequate by inspection. See Photos 10 & 12 .
C NC N/A U	WOOD LEDGERS: The connection between the wall panels and the diaphragm does not induce cross-grain bending or tension in the wood ledgers.	No connection observed. See Photo 7 & 16 .
C NC N/A U	TRANSFER TO SHEAR WALLS: Diaphragms are connected for transfer of seismic forces to the shear walls.	Transfer mechanism no observed. Photo 7 & 16 .
C NC N/A U	GIRDER-COLUMN CONNECTION: There is a positive connection using plates, connection hardware, or straps between the girder and the column support.	No connection observed. See Photo 15 .
High Seismicity (Complete the Following Items in Addition to the Items for Low and Moderate Seismicity)		
Seismic-Force-Resisting System		
C NC N/A U	PROPORTIONS: The height-to-thickness ratio of the shear walls at each story is less than the following: 9 15 13 Top story of multi-story building First story of multi-story building All other conditions	See Calculation 3 . ASCE-41 does not have considerations for stone walls. Does not meet IEBC criteria.
C NC N/A U	MASONRY LAYUP: Filled collar joints of multi-wythe masonry walls have negligible voids.	Stone walls
Diaphragms (Stiff or Flexible)		
C NC N/A U	OPENINGS AT SHEAR WALLS: Diaphragm openings immediately adjacent to the shear walls are less than 25% of the wall length.	No diaphragm openings adjacent to shear walls observed.
C NC N/A U	OPENINGS AT EXTERIOR MASONRY SHEAR WALLS: Diaphragm openings immediately adjacent to exterior masonry shear walls are not greater than 8 ft (2.4 m) long.	No diaphragm openings adjacent to exterior shear walls observed.
Flexible Diaphragms		
C NC N/A U	CROSS TIES: There are continuous cross ties between diaphragm chords.	Potential cross ties exist in the form of aligned joists, but not continuous based on observed connection.

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Table 17-36 (Continued). Collapse Prevention Structural Checklist for Building Types URM and URMa

Status	Evaluation Statement	Comments
C NC N/A U	STRAIGHT SHEATHING: All straight-sheathed diaphragms have aspect ratios less than 2-to-1 in the direction being considered.	The roof diaphragm is straight sheathed and exceeds 2:1 aspect ratio. See Photo 6 .
C NC N/A U	SPANS: All wood diaphragms with spans greater than 24 ft (7.3 m) consist of wood structural panels or diagonal sheathing.	Straight sheathing observed at roof diaphragm and spans greater than 24 ft. See Photo 17 .
C NC N/A U	DIAGONALLY SHEATHED AND UNBLOCKED DIAPHRAGMS: All diagonally sheathed or unblocked wood structural panel diaphragms have horizontal spans less than 40 ft (12.2 m) and aspect ratios less than or equal to 4-to-1.	Diagonal sheathing observed at floor diaphragm and spans greater than 40 ft. See Photo 17 .
C NC N/A U	OTHER DIAPHRAGMS: The diaphragms do not consist of a system other than wood, metal deck, concrete, or horizontal bracing.	Alternate diaphragms not observed.
Connections		
C NC N/A U	STIFFNESS OF WALL ANCHORS: Anchors of concrete or masonry walls to wood structural elements are installed taut and are stiff enough to limit the relative movement between the wall and the diaphragm to no greater than 1/8 in. before engagement of the anchors.	Wall anchors not observed.
© NC N/A U	BEAM, GIRDER, AND TRUSS SUPPORTS: Beams, girders, and trusses supported by unreinforced masonry walls or pilasters have independent secondary columns for support of vertical loads.	Observed trusses bear directly on wood stud wall interior to stone.

Note: C = Compliant, NC = Noncompliant, N/A = Not Applicable, and U = Unknown.



TAB TWELVE

APPENDIX D -
ARCHITECTURAL
RENDERINGS



