



# Sandy City, Utah

10000 Centennial Parkway  
Sandy, UT 84070  
Phone: 801-568-7141

## Meeting Minutes

### City Council

*Ryan Mecham, District 1*  
*Alison Stroud, District 2*  
*Zach Robinson, District 3*  
*Marci Houseman, District 4*  
*Aaron Dekeyzer, At-large*  
*Brooke D'Sousa, At -large*  
*Cyndi Sharkey, At-large*

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Tuesday, February 4, 2025

5:15 PM

City Hall and Online

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### 5:15 Council Meeting

**Present:** 7 - Council Member Alison Stroud  
Council Member Zach Robinson  
Council Member Marci Houseman  
Council Member Cyndi Sharkey  
Council Member Ryan Mecham  
Council Member Brooke D'Sousa  
Council Member Aaron Dekeyzer

Council Staff in Attendance  
Dustin Fratto, Council Director  
Justin Sorenson, Assistant Director  
Chris Edwards, Council Clerk  
Liz Theriault, Sr. Policy and Comms Analyst  
Tracy Cowdell, Council Attorney

Administration in Attendance  
Mayor Zoltanski  
Shane Pace, CAO  
Lynn Pace, City Attorney  
Ryan McConaghie, Fire  
Jon Arnold, Police  
Tom Ward, Public Utilities  
James Sorensen, Community Development  
Brian Kelley, Administrative Services  
Kasey Dunlavy, Economic Development  
Martin Jensen, Deputy CAO  
Kim Bell, Deputy Mayor  
Susan Wood, Public Affairs/PIO  
Jake Warner, Community Development  
Melissa Anderson, Community Development  
Mike Wilcox, Community Development  
Gerald Strebel, Fire Marshall

### Prayer, Pledge of Allegiance, and Introductions

Council Chair Aaron Dekeyzer welcomed those in attendance.

Shane Pace, CAO, offered the Prayer.  
Aaron Dekeyzer led the Pledge.

Council moved to Item 1 on the Agenda.

### Legislative Report

Kim Bell, Deputy Mayor, provided an update on bills currently in review at the legislative session. She spoke about legislation impacting short term rentals, local land amendments, and wildland urban interface.

Following the update, Council moved to Item 3 on the Agenda.

## General Citizen Comment Period (No earlier than 6:00 PM)

Council Chair Aaron Dekeyzer invited the public to participate in General Citizen Comment.

Mr. Robert Goodman spoke in support of Accessory Dwelling Units. It is a good moderate income housing strategy. He is currently a planning student at the University of Utah.

Public comment closed.

Council moved to the Legislative Report Item on the Agenda.

## Council Business

### Informational Items

1. [25-038](#) Fire Department recommending the Council consider amendments to Title 20, "Fire Prevention", of the Sandy City Code

**Attachments:** [25-07 Ordinance adopting International Fire Code](#)

Gerald Strebel, Sandy City Fire Marshall, presented amendments to Title 20 of the Sandy City Municipal Code, "Fire Prevention". Each time the International Fire Code (IFC) updates their edition, the city needs to amend the code to align with the IFC current edition. Chief Strebel recommended changing the language in the current code to reference the "current edition" of IFC. This change will effectively adopt the current edition of the IFC and allow the City to comply with future editions of the IFC with less frequent amendments to our municipal code. Council questions and comments followed. This is an information item tonight and will come back to the Council for consideration and action at a future City Council meeting.

2. [25-039](#) Fire Department providing the Council with a progress report on the recent Fire Department General Management and Operations Study completed by Public Consulting Group (PCG)

**Attachments:** [Management Study Progress Report](#)

Ryan McConaghie, Sandy Fire Chief, provided a six month progress report and update to the Council. Chief McConaghie reported on the status of the implementation of the recommendations provided by the management and operations study conducted by Public Consulting Group (PCG). PCG gave 30 recommendations: 15 operational, 10 administrative, and 5 capital. The Fire Department prioritized the recommendations and provided information to the Council on the current status of the implementation of each recommendation. Thirteen have already been completed. Nine recommendations are currently in progress. Four recommendations are feasible but have not been started yet. Five of the recommendations are not considered feasible at this time due to budget restraints. Chief McConaghie expressed gratitude to the Council for their support and thanked them for authorizing the management study. Council questions and comments followed.

Following the presentation, Council moved to General Citizen Comment period.

3. [REZ2004202](#) Community Development Department presenting the Sandy Towns Rezone Application (File #REZ10042023-6631) requesting that one parcel (0.43 acre) be rezoned from the CN Zone to the RM(12) Zone.  
[3-006631](#)  
[\(CC1st\)](#)

**Attachments:** [Council Presentation-Sandy Towns Rezone](#)  
[Planning Commission Report-Sandy Towns](#)  
[Planning Commission Minutes-1/16/2025 \(draft\)](#)

Jake Warner, Community Development, presented a rezone application on behalf of the applicant, Riley Street and property owner, Miguel Ramos. The applicant requested a rezone on property located at 1270 E 8600 S from the CN Zone (Planned Center-Neighborhood District) to the RM(12) Zone (Residential Multi-Family District). The property is currently vacant. He presented a proposed concept plan which showed two duplexes (four units) for the property. The Planning Commission forwarded a positive recommendation. Jake Warner, Mike Wilcox, and Ryan Kump responded to Council questions and provided additional details. This is an information item this evening and will come back to the Council for consideration and action at a future Council meeting.

4. [25-036](#) First Reading: Council Member Dekeyzer proposing amendments to the Sandy City Accessory Dwelling Unit Ordinance

**Sponsors:** Dekeyzer

**Attachments:** [Memo E-ADUs Dekeyzer Final](#)

Council Member Aaron Dekeyzer presented proposed code amendments related to External Accessory Dwelling Units (E-ADU). He proposed that an external ADU should not be a second full home on the lot, but a clearly subordinate structure in both size and living area to that of the primary dwelling. He provided further details regarding his proposed amendment. Council expressed an interest in hearing both the Dekeyzer and the D'Sousa proposal so they could compare the two proposals. Council also indicated that any changes considered, should be discussed after the state legislative session, to ensure compliance with state law. Council moved to Item 5 on the Agenda to hear the D'Sousa proposed amendments to E-ADU's.

5. [25-037](#) First Reading: Council Member D'Sousa proposing amendments to the Sandy City Accessory Dwelling Unit Ordinance

**Sponsors:** D'Sousa

**Attachments:** [Memo E-ADUs DSousa Final](#)

Council Member Brooke D'Sousa presented proposed amendments related to External Accessory Dwelling Units (E-ADU). Ms. D'Sousa recommended that E-ADU's be considered and counted as a separate secondary dwelling unit to ensure that the city, considered the full impact of E-ADU's on neighborhoods, schools, utility demands, city services, and traffic. By counting the E-ADU's as a separate dwelling, we may avoid the unintended consequences of creating more density than the current zoning of an area allows for. Council questions and comments followed. Council discussed holding a workshop with department staff to discuss and focus on E-ADU's. Council further discussed with staff other issues related to E-ADU's such as whether the property would have one water meter or two, the possibility to subdivide the property, and the impact to existing neighborhoods. Council also requested information regarding how the state is counting E-ADU's. Council is supportive of holding a workshop with staff at a later date to discuss E-ADU's.

#### Council Voting Items

6. [CA08222024](#) Amendments to Title 15 and Title 21 of the Municipal Code related to Short  
[-0006816](#) Term Rentals  
[\(CC\)](#)

**Attachments:** [Staff Report and Exhibits with PC Edits](#)

[PC Minutes 10.17.2024](#)

[Response to Council Attorney on STR Code Amendments](#)

[25-08 Ordinance Amendment-Title 15 -11-4 Short-Term Rentals](#)

[25-09 Ordinance- LDC-Title 21 Chapter 11-26 Residential Short-Term  
Rental \(STR\)](#)

[STR Presentation 02-04-2025](#)

[Memo Robinson Proposed Amendments](#)

Melissa Anderson, Community Development, presented amendments to Title 15 and Title 21 of the Municipal code related to Short Term Rentals. The code amendments update the land use standards of residential short term rentals and the renewal requirements for short term rental business licenses. This was presented as an information item in November and is now before the Council for consideration and action. The Planning Commission forwarded a positive recommendation to the Council with recommendations. A lengthy Council discussion followed. Council discussed the Administrative Law Judge process and procedure, compliance certification, parking plan, maintenance standards, noise control, maintaining fire safety standards, and code clarifications. Discussion and questions with staff continued.

Public comment opened.

Ms. Cathy Spuck suggested a sliding scale which would allow the number of people allowed in a STR to be based on the square footage of the home, which would allow more than eight people in larger homes.

Mr. Scott Drysdale wanted to know if parking had been discussed related to short term rentals. He mentioned that his street is filled with parked cars because of the STR's in his neighborhood.

Public comment closed.

Council mentioned that a parking plan is required, in response to the citizen comment. Council moved forward with the following motions.

**A motion was made by Zach Robinson, seconded by Ryan Mecham to adopt Ordinance 25-08, an ordinance amending the Sandy City Municipal Code Title 15 "Business Licensing", Chapter 11, "Short-Term Rentals", Section 4, "Short-Term Rental Business License Application and Renewal"; also providing a saving clause and effective date for the ordinance...The motion carried by the following roll call vote:**

**Yes:** 7 Alison Stroud  
Zach Robinson  
Marci Houseman  
Cyndi Sharkey  
Ryan Mecham  
Brooke D'Sousa

Aaron Dekeyzer

**No:** 0

Council made a motion to adopt Ordinance 25-09. A motion was made by Zach Robinson, seconded by Ryan Mecham. The motion was made with three amendments based on this evening's discussion. Council discussion on the motion followed. A friendly amendment was made by Marci Houseman that would require Council approval of the education program required of STR owners. The friendly amendment was accepted by the Zach Robinson and Ryan Mecham. A second friendly amendment was made by Aaron Dekeyzer relating to the limit of 8 occupants in the STR. After further discussion, the friendly amendment was withdrawn by Aaron Dekeyzer.

**A motion was made by Zach Robinson, seconded by Ryan Mecham to adopt Ordinance 25-09, with the following three amendments included: (1) remove the requirement for a one night rental vacancy period between rentals; (2) add a new requirement for the City to purchase and utilize STR tracking software; (3) amend the requirement for the completion of a short term rental management course to require that the city either select or produce an educational training if one isn't readily available and that the training is approved by the Council ...The motion carried by the following roll call vote:**

**Yes:** 7 Alison Stroud  
Zach Robinson  
Marci Houseman  
Cyndi Sharkey  
Ryan Mecham  
Brooke D'Sousa  
Aaron Dekeyzer

**No:** 0

Council Member Robinson thanked the Council for the discussion this evening and their support of the ordinance. The Council thanked Council Member Robinson for his work on this ordinance and his dedication.

## Standing Reports

### Agenda Planning Calendar Review & Council Office Director's Report

Dustin Fratto, Council Director, mentioned that the Council will participate in a follow up budget priorities workshop next week. The meeting will start in the Chambers and then move to the multi-purpose room for the workshop. The meeting on February 18th has been cancelled due to legislative night at the Hale Centre Theatre.

## Council Member Business

Council Member Zach Robinson acknowledged the fire department staff who were recognized at the recent swearing in ceremony and thanked them for their dedication. He acknowledged those in the community who received the Life Saving Award at the ceremony that evening.

Council Member Marci Houseman thanked staff for coordinating the tour of the Material Recovery and Transfer Facility (MRF). It was fascinating to tour the recycling facility.

Council Member Aaron Dekeyzer attended the Mayor's State of the City address yesterday. It was a great event. He also thanked the staff for coordinating the tour of the MRF facility.

Council Member Alison Stroud said the Fire Department swearing in ceremony was a great event. She spoke about the sense of community at the ceremony when they recognized those community members who received the Life Saving Award and shared the story of their life saving efforts. She congratulated those sworn in. She participated in the Point in Time Count event. Taking part in the event on a cold ten degree evening and realizing that homelessness exists in Sandy City was a humbling experience and very impactful. She also spoke about the Arts Guild production of Emma and encouraged the community to see the play.

Council Member Cyndi Sharkey spoke about volunteering to work the concessions for the Arts Guild production. It is a great source of revenue for the guild. She thanked the Fire Department for the invitation to the swearing in ceremony. She attended a ribbon cutting at Granite Credit Union. She provided an update on the Legislative Policy Committee and spoke about the issues discussed at LPC. One issue discussed was fluoride in the water. She mentioned the public was very split on this issue.

## Mayor's Report

The Mayor's report was given by the CAO.

## CAO Report

Shane Pace, CAO, mentioned that the Economic Development business appreciation luncheon is this Thursday. We have over 100 businesses attending.

## Adjournment

Council unanimously agreed to adjourn the meeting at 8:34 pm.