

**SALT LAKE COUNTY ORDINANCE**

ORDINANCE NO. \_\_\_\_\_, 2023

**REPEAL AND REPLACEMENT OF CHAPTER 2.56 OF SALT LAKE COUNTY CODE  
OF ORDINANCES, 2001, ENTITLED “COMMUNITY COUNCILS”**

AN ORDINANCE OF THE LEGISLATIVE BODY OF SALT LAKE COUNTY,  
UTAH, REPEALING AND REPLACING CHAPTER 2.56 OF THE SALT  
LAKE COUNTY CODE OF ORDINANCES, 2001, ENTITLED  
“COMMUNITY DISTRICTS AND COMMUNITY COUNCILS” TO REFLECT  
CHANGES IN THE UNINCORPORATED COUNTY, AND TO ESTABLISH  
REQUIREMENTS BY WHICH NONPROFIT ENTITIES PROPERLY  
ORGANIZED AS COMMUNITY COUNCILS IN THE UNINCORPORATED  
COUNTY MAY SEEK RECOGNITION AND FUNDING FROM THE  
COUNTY

The County Legislative Body of Salt Lake County ordains as follows:

SECTION I. Chapter 2.56 of Title 2 of the Salt Lake County Code of Ordinances, 2001,  
entitled “Community Districts and Community Councils,” is hereby repealed in its entirety and  
replaced as follows:

**Chapter 2.56 – Community Councils**

**2.56.010 – Purpose.**

The purpose of Salt Lake County recognizing certain community councils in the  
unincorporated area of the county is to provide a mechanism by which residents living in the  
unincorporated area of the county who have chosen to associate together in a community council  
may formulate and present advisory recommendations on certain actions within the authority of  
the county as specified in this chapter and to outline the requirements a community council must  
maintain in order to fill that role.

**2.56.020 – Definitions.**

The following terms used in this chapter as defined as follows:

“Community council”: a private, nonprofit entity that is entitled to tax exempt status under the laws of either the United States or the State of Utah that has been established by private individuals living in the unincorporated county to represent the collective interests of residents living in a particular geographic area of the unincorporated Salt Lake County.

“Unincorporated area” or “Unincorporated county”: the geographical area of Salt Lake County outside of the incorporated area of a municipality.

### **2.56.030 – Recognition of Community Councils -- Requirements.**

Salt Lake County will formally recognize community Councils that comply with all the following requirements:

- A. The community council is a nonprofit entity organized under law and entitled to tax-exempt status under the laws of either the United States or the State of Utah. A community council seeking recognition shall submit to the County its articles of incorporation as a Utah nonprofit entity along with a determination letter or similar proof demonstrating its tax-exempt status.
- B. The boundaries of the community council’s geographical area are exclusively within unincorporated Salt Lake County and do not overlap with another recognized community council. A community council seeking recognition shall submit to the County a map of its geographic area, which map shall be subject to the review and approval of the County.
- C. The community council has adopted bylaws or other governing documents which include the following minimum standards:

- a. Requirements that the community council's meetings and elections are held regularly in public places and with adequate notice, and that a recording or written minutes of the meetings are maintained;
- b. Requirements that the community council's officers or leaders are selected for fixed terms of service through open and transparent elections that are held at least every four years;
- c. Requirements that the community council's voting members and elected officers or leaders reside within the approved geographical area of the community council;
- d. Requirements that the community council prepare and approve an annual budget, which budget includes a disbursement of funds report for any funding received from Salt Lake County.

A community council seeking recognition shall submit a copy of its bylaws or other governing documents to the County. Such materials shall be delivered to the County at the time the application for recognition is submitted, and any future amendments to such materials shall be delivered to the County promptly following the adoption of such amendments.

**2.56.040 – Recognition of Community Councils -- Process.**

- A. A community council may seek recognition from Salt Lake County by requesting recognition in writing to the Salt Lake County Council. The Salt Lake County Council shall review requests for community council recognition and grant recognition to community councils that have complied with the requirements of this chapter, subject to the legal review and advice of the District Attorney's office. Recognition shall be

approved in the form of a resolution of the Council, with notice provided to the community council and to the Salt Lake County Mayor.

- B. Salt Lake County may withdraw county recognition of any community council that fails to comply with the requirements of this chapter, dissolves as a legal entity, fails to hold any official meetings during any period of twelve consecutive months or longer, or represents any geographical areas outside of the unincorporated county. Withdrawal of recognition shall be approved in the form of a resolution of the Council, with notice provided to the community council and to the Salt Lake County Mayor.

**2.56.050 – Recognition of Associations of Community Councils.**

Associations of two or more community councils that represent portions of the unincorporated county may be recognized by Salt Lake County but shall not be eligible for funding requests from Salt Lake County.

**2.56.060 – Functions of Recognized Community Councils Respecting Municipal Services and Planning and Zoning in Unincorporated Salt Lake County.**

- A. Each recognized community council is encouraged to develop priorities regarding capital improvement projects within the community council’s geographical area using the funds provided to Salt Lake County by the Greater Salt Lake Municipal Services District. These recommendations should be communicated in writing to the Mayor and County Council on an annual basis as part of the budget process outlined in 2.56.070. Community councils are encouraged to arrive at such recommendations pursuant to duly held and appropriately publicized public hearings in their respective community council district.

B. Each recognized community council may make advisory recommendations to the appropriate county planning commission on applications for text changes to Salt Lake County's zoning ordinances, and on applications for conditional uses occurring within the geographic area of the community council. County staff shall provide each appropriate community council with a copy of any applicable zoning or conditional use application at the same time that it is referred to the appropriate planning commission. Community councils are encouraged to make recommendations concerning such applications to the appropriate planning commission.

**2.56.070 – County Council participation.**

A recognized community council may request the County Council schedule at least one meeting annually during the month of September for the purpose of receiving funding requests and discussing priorities from each community council. During such a meeting, a recognized community council should explain how funds received from the County in the prior year were spent and should also provide information demonstrating that it has complied with the requirements of this chapter. The Council may designate Council staff to serve as a liaison to recognized community councils.

**2.56.080 – Salt Lake County Contributions and In-Kind Assistance for Community Councils.**

A. Funding requests. A recognized community council may request contributions from Salt Lake County, and the Salt Lake County Council may contribute funds to a recognized community council consistent with Utah law and County ordinance and policy. Such contributions are made at the legislative discretion of the County Council as a part of the County's budget process. Funds that the County Council contributes to such requests shall only

come from funds provided by the Greater Salt Lake Municipal Services District, and only to the extent that the District chooses to budget moneys to the county for the purpose of supporting community councils. County contributions shall be spent by the community council in a manner consist with Utah law and County ordinance and policy for administrative costs such as insurance premiums, legal notices, elections, newsletters, computers and software, other office equipment, dues to associations of community councils, county-sponsored community events and community council outreach activities or events, postage, stationary, and duplication costs. Each community council that receives contributions from Salt Lake County agrees to indemnify Salt Lake County for any misuse of public funds and agrees to immediately return any inappropriately spent funds to Salt Lake County.

B. In-kind assistance requests. A recognized community council or association of community councils may request in-kind assistance, including use of county facilities, and account for such assistance, in accordance with the processes outlined in Salt Lake County policies.

C. Additional requirements. The Salt Lake County Council may establish additional requirements and guidelines in countywide policy for processing funding requests from recognized community councils.

SECTION II. This ordinance shall become effective fifteen (15) days after its passage and upon at least one publication in a newspaper published and having general circulation in Salt Lake County.

SIGNATURES ON FOLLOWING PAGE

APPROVED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

SALT LAKE COUNTY COUNCIL

By: \_\_\_\_\_  
Aimee Winder Newton, Chair

ATTEST:

\_\_\_\_\_  
Lannie Chapman  
Salt Lake County Clerk

REVIEWED AS TO FORM

*Bridget K. Romano* March 23, 2022  
Deputy District Attorney Date

- Council Member Alvord voting \_\_\_\_\_
- Council Member Bradley voting \_\_\_\_\_
- Council Member Bradshaw voting \_\_\_\_\_
- Council Member Granato voting \_\_\_\_\_
- Council Member Harrison voting \_\_\_\_\_
- Council Member Stewart voting \_\_\_\_\_
- Council Member Stringham voting \_\_\_\_\_
- Council Member Theodore voting \_\_\_\_\_
- Council Member Winder Newton voting \_\_\_\_\_

Vetoed and dated this \_\_\_ day of \_\_\_\_\_, 2023.

By: \_\_\_\_\_  
Jennifer Wilson, Mayor

(Complete as Applicable)

Veto override: Yes \_\_\_ No \_\_\_ Date \_\_\_\_\_

Ordinance published in the newspaper: Date \_\_\_\_\_

Effective date of ordinance: \_\_\_\_\_

**SUMMARY OF**

**SALT LAKE COUNTY ORDINANCE NO. \_\_\_\_\_**

On the \_\_\_\_ day of \_\_\_\_\_, 2023, the County Council of Salt Lake County adopted Ordinance No. \_\_\_\_\_, repealing and replacing Chapter 2.56 of the Salt Lake County Code of Ordinances, 2001, entitled “Community Councils,” which updates this chapter to reflect changes in unincorporated Salt Lake County, and establishes requirements by which nonprofit entities properly organized as community councils in the unincorporated county may seek recognition by the County and request funding from the County.

**SALT LAKE COUNTY COUNCIL**

By: \_\_\_\_\_  
Aimee Winder Newton Chair

ATTEST:

\_\_\_\_\_  
Lannie Chapman  
Salt Lake County Clerk

Council Member Alvord voting	_____
Council Member Bradley voting	_____
Council Member Bradshaw voting	_____
Council Member Granato voting	_____
Council Member Harrison voting	_____
Council Member Stewart voting	_____
Council Member Stringham voting	_____
Council Member Theodore voting	_____
Council Member Winder Newton voting	_____

A complete copy of the ordinance is available in the office of the Salt Lake County Clerk, 2001 South State Street, N2-100A, Salt Lake City, Utah.