



WEST HAVEN CITY PLANNING COMMISSION AGENDA

August 23, 2023
City Council Chambers
4150 South 3900 West, West Haven, UT 84401

NOTICE IS HEREBY GIVEN THAT ON **AUGUST 23, 2023** THE WEST HAVEN PLANNING COMMISSION WILL HOLD THE FOLLOWING PUBLIC MEETINGS: **6:00 PM**: REGULAR PLANNING COMMISSION MEETING. JOIN US DIGITALLY FOR THE WORK SESSION AND COUNCIL MEETING AT [HTTPS://US06WEB.ZOOM.US/J/86539464549](https://us06web.zoom.us/j/86539464549). WATCH LIVE AT [HTTPS://WWW.YOUTUBE.COM/@CITYOFWESTHAVENUTAH4030](https://www.youtube.com/@CITYOFWESTHAVENUTAH4030).

In City Council Chambers

NO ACTION CAN OR WILL BE TAKEN ON ANY PLANNING COMMISSION MEETING AGENDA ITEMS DISCUSSED DURING PLANNING COMMISSION WORK SESSION - DISCUSSION OF SUCH ITEMS IS FOR CLARIFICATION OF AGENDA ITEMS.

MEETING TO ORDER: **CHAIRMAN DEEM**

6:00 PM REGULAR PLANNING COMMISSION MEETING

1. **CALL TO ORDER BY CHAIRMAN DEEM**

2. **OPENING CEREMONIES**

- a. PLEDGE OF ALLEGIANCE- COMMISSION MEMBER STIMPSON
- b. PRAYER/MOMENT OF SILENCE – COMMISSION MEMBER REED

3. **ACTION ON MINUTES**

- a. APPROVE MINUTES FOR THE MEETING OF 08/09/2023.

*07/12/2023 MINUTES NEED TO BE RE-APPROVED AS LINE ITEM 9A REFLECTED IN THE MINUTES AS BEING TABLED WHEN IT SHOULD REFLECTED APPROVED. THE CORRECTION NEEDS MADE ON RECORD REGARDING DISCUSSION AND ACTION ON A CONDITIONAL USE PERMIT TO CONSIDER A REQUEST FOR COMMERCIAL DAYCARE LOCATED AT 3500 W 3300 S (APPLICANT: DORA BURGARIN).

4. **REPORT**

- a. ACTIONS TAKEN BY CITY COUNCIL ON PLANNING COMMISSION RECOMMENDATIONS

5. **DISCUSSION AND ACTION ON FINAL SITE PLAN**

- a. A FINAL SITE PLAN FOR EME MECHANICAL, A MECHANICAL CONTRACTOR LOCATED AT 4608 S 3500 W (APPLICANT: GARY HUNT, BOB PETTIPAW)

6. **DISCUSSION AND ACTION ON A CONDITIONAL USE PERMIT**

- a. TO CONSIDER A REQUEST FOR A COMMERCIAL DOG GROOMING LOCATED 3490 W 3300 S. (APPLICATION TAILEY SPENCER/WIZARD OF PAWS, LLC)

7. PUBLIC HEARING ON THE SUBDIVISION ORDINANCE

- a. SUBDIVISION ORDINANCE

8. DISCUSSION AND ACTION ON PUBLIC HEARING

- a. SUBDIVISION ORDINANCE

9. DISCUSSION

- a. DISCUSSION ON THE ZONING MAP

10. ADJOURNMENT

Robyn VanCampen

Robyn VanCampen, Deputy Recorder

In compliance with the Americans with Disabilities Act, persons needing special accommodations, including auxiliary communicative aids and services, for this meeting should notify the city recorder at 731-4519 or by email: emilyg@westhavenctv.com at least 48 hours in advance of the meeting.

CERTIFICATE OF POSTING

The undersigned, duly appointed city recorder, does hereby certify that the above notice and agenda has been posted in the West Haven City Recorder's office; at the West Haven City Complex on the Notice Board and at westhavenctv.com; emailed to the Standard-Examiner with a request that it be posted in their Wednesday night meeting section, mailed and emailed to the West Haven City Mayor and each West Haven City Council Member who has email capacity and to the city attorney.



Planning Commission Meeting Minutes
August 09, 2023 6:00 PM

City Council Chambers
4150 South 3900 West, West Haven, UT 84401

5:00 COMMISSION WORK SESSION – In City Council Chambers

NO ACTION CAN OR WILL BE TAKEN ON ANY PLANNING COMMISSION MEETING AGENDA ITEMS DISCUSSED DURING PLANNING COMMISSION WORK SESSION - DISCUSSION OF SUCH ITEMS IS FOR CLARIFICATION OF AGENDA ITEMS.

MEETING TO ORDER: CHAIRMAN DEEM

REPORTS AND DISCUSSION AS FOLLOWS:

1. PRESENTATION AND DISCUSSION OF REVISED/CORRECTED WEST HAVEN ZONING MAP (Note: No zoning changes are being proposed with this map. Revisions are to bring the map into compliance with ordinances the City has passed.)
2. STAFF REPORT ON UPCOMING PROJECTS.

Ryan Christensen with Gardner Engineering was present at the Work Session to help answer questions the Commission members had regarding the study they had completed for the City.

Shari spoke to the Commission members on how she would like to rebuild the City Zoning Map and clean up areas that have residential dwellings in commercial zones.

6:00 PM REGULAR PLANNING COMMISSION MEETING

1. CALL TO ORDER CHAIRMAN DEEM

2. OPENING CEREMONIES

- a. PLEDGE OF ALLEGIANCE - COMMISSION MEMBER ROUNDY
- b. PRAYER/MOMENT OF SILENCE – VICE CHAIRMAN REYNA

3. ACTION ON MINUTES

- a. APPROVE MINUTES FOR THE MEETING OF JULY 26, 2023.

Commission member Roundy made a motion to approve.
Commission member Reed seconded the motion.

AYES: Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson, Commission member Wilson, Commission member Nece, Commission member Reed

NAYS:

ABSENT:

Commission member Reed stated that on item #3a & 6 it reflects Becky Roundy made a motion to approve. Jeff Reed seconded the motion, and it needs to be changed to Commission member Roundy made a motion to approve. Commission member Reed seconded the motion.

4. REPORT

- a. ACTIONS TAKEN BY CITY COUNCIL ON PLANNING COMMISSION RECOMMENDATIONS

Shari stated that there was nothing to report from City Council.

5. **DISCUSSION AND ACTION ON FINAL SITE PLAN**

- a. A FINAL SITE PLAN FOR EME MECHANICAL, A MECHANICAL CONTRACTOR LOCATED AT 4608 S 3500 W (APPLICANT: GARY HUNT, BOB PETTIPAW).

No one was present from EME Mechanical.
Commission member Reed wanted to address the parking that will be available. They have 26 parking spots, and it would require 2 handicap spots.

Commission member Nece made a motion Table.
Commission Reed seconded the motion.

AYES:Chairman Deem, Commission member Roundy, Commission member Wilson, Commission member Nece, Commission member Reed

NAYS:Vice Chairman Reyna, Commission member Stimpson
ABSENT:

6. **DISCUSSION AND ACTION PRELIMINARY SITE PLAN**

- a. A PRELIMINARY SITE PLAN FOR SOUTHERN TIRE MART AT PILOT, LOCATED AT 1172 W 21ST STREET (APPLICANT: JUSTIN SIDWELL, KIMLEY-HORN).

*Justin Sidwell, Jeremy Wright, and Trent Rhodes with Kimley Horn which is acting as the civil consultant for this project.

*Trent Rhodes stated they are proposing a Light Preventative Maintenance Facility. This would be in the Flying J parking area.

*Shari stated staff's biggest concerns is if they take out parking spaces for this building if that would leave enough room to service both uses, and it has been determined that there will be.

*Chairman Deem asked staff if they were wanting more updates on the signage. Also indicated, that a Will Serve letter will be needed.

*Alka stated that the plans were too big, new plans have been sent in, however they have not been reviewed yet. When the building permit is submitted it will also be reviewed during Plan Review to make sure they comply. She has also received updated Elevations.

*Commission member Stimpson wanted to confirm that the entrance would be located at the north end of Flying J.

*Shari wanted to clarify that this project is just to service the trucks that come into Pilot.

*Jeremy Wright with Kimley Horn confirmed that this was just for trucks that come into the Pilot.

Commission member Stimpson made a motion to approve.
Vice Chairman Reyna seconded the motion.

AYES:Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson, Commission member Wilson, Commission member Nece, Commission member Reed

NAYS:

ABSENT:

7. **DISCUSSION OF UPDATES TO THE WEST HAVEN CITY SUBDIVISION ORDINANCE.**

Ed Mignone/ West Haven City Engineer & Ryan Christensen/Gardner Engineering were present.

*Shari wanted to review the engineer side of what was discussed last meeting (07/26/2023), and review the changes that were made. She also wanted Ed and/or Ryan to go through the review cycle to see if the commission member's had any questions on the sections
*Ed Mignone advised he would talk about in General as he didn't have the information in front of him that Shari was referring to.

8. DISCUSSION TO RECEIVE COMMENT FROM AFFECTED ENTITIES REGARDING THE WEST HAVEN CITY ANNEXATION POLICY PLAN.

Shari advised that the way the process is for updating the City's Annexation Policy Plan is governed by the state. A draft was sent out to certain affected entities on July 26, 2023 to notify them of tonight's meeting, the first meeting in September is the date that the Planning Commission will discuss it.
Shari stated that there is an item of consideration that she would like respected Planning Commissioner's to think about before the meeting in September is whether or not the Planning Commission wants to recommend to the City Council that we square off our annexation lines right now.
Shari wants it on record that as of this meeting there are no annexation request pending nor has any applications been received.

9. ADJOURNMENT

Commission Member Wilson made a motion to approve.
Commission member Roundy seconded the motion.

AYES: Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson, Commission member Wilson, Commission member Nece, Commission member Reed
NAYS:
ABSENT:

Robyn VanCampen

Deputy City Recorder

Date Approve: [enter meeting date]



Planning Commission Meeting Minutes
July 12, 2023 6:00 PM

City Council Chambers
4150 South 3900 West, West Haven, UT 84401

Present:

Darin Deem
Andrew Reyna
Becky Roundy
Melinda Stimpson
Matt Nece
Jeff Reed

Chairman
Vice Chairman
Commission member

Absent:

Natalie Wilson
Robyn VanCampen
Shari Phippen
Alika Murphy
Amy Hugie

Deputy Recorder
Community Development Director
City Planner
City Attorney

Staff Present:

5:00 COMMISSION WORK SESSION – In City Council Chambers
NO ACTION CAN OR WILL BE TAKEN ON ANY PLANNING COMMISSION MEETING AGENDA ITEMS DISCUSSED DURING PLANNING COMMISSION WORK SESSION - DISCUSSION OF SUCH ITEMS IS FOR CLARIFICATION OF AGENDA ITEMS.

MEETING TO ORDER: CHAIRMAN DEEM

REPORTS AND DISCUSSION AS FOLLOWS:

Shari spoke about the 2023 Legislative Changes Specific to Subdivisions and how it will or will not affect the City.

6:00 PM REGULAR PLANNING COMMISSION MEETING

1. CALL TO ORDER

2. OPENING CEREMONIES

- A. PLEDGE OF ALLEGIANCE- COMMISSION MEMBER REED**
- B. INVOCATION- COMMISSION MEMBER STIMPSON**

3. ACTION ON MINUTES

a. APPROVE MINUTES FOR THE MEETING OF JUNE 14, 2023

- *Commission member Roundy stated that she was the one to do the invocation because Commission member Stimpson was late.
- *Commission member Nece stated that on 8a it reflected the Nays: Absent: Commission member Nece, Commission member Reed and it needed to say Nays: Commission member Nece and Commission member Reed, and have Absent reflect nothing.,
- *Commission member Reed stated that the voting box looks incorrect and needs to be separated, on item 9a it did not specify which member made the motion to table.
- Commission member
- *Commission member Reed stated that on 10a it stated that Vice Commission member Stimpson, and Vice needs to be removed. On the same line item is reflects again Nays: Absent: Chairman Reyna, Chairman Deem, Commission member Roundy, and it should say Nays: Vice Chairman Reyna, Chairman Deem, and Commission member Roundy.

Commission member Roundy made a motion to approve. Commission member Reed seconded the motion.

AYES:	Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson, Commission member Nece, Commission member Reed
NAYS:	
ABSENT:	Commission member Wilson

4. REPORT

a. ACTIONS TAKEN BY CITY COUNCIL ON PLANNING COMMISSION RECOMMENDATIONS

Shari stated that the Council adopt the "Mixed Use Ordinance", and denied the Rezoning Williams/Smith.

5. DISCUSSION AND ACTION ON PRELIMINARY SITE PLAN APPROVAL

a. TO CONSIDER APPROVAL OF A PRELIMINARY SITE PLAN FOR A GAS STATION/CONVENIENCE STORE LOCATED AT APPROXIMATELY 1900 W 2100 S (Applicant: KG2523, LLC, Agent: Douglas Rooney)

*Joe Wright was present from Kurn & Go

*Alika recommends that they will need to adjust the size of the parking stalls to met the minimum requirement of the 180 sq ft (9' x 20') and currently they have 171 sq ft (9' x 20'), they will require a Will Serve Letter, final percentages of the elevations, as well as asphalt improvements to UDOT's right of way on the perimeter.

*Commission member Nece asked Alika why there were a couple of items in red on the minimum yard setbacks one for the front 165 and the side for 120 why are they in red. Alika indicated that it was just an editing error. Shari indicated that the highlighted in red was something Alika highlighted for her and she didn't change it back to black.

Vice Chairman Reyna made a motion to approve. Commission member Stimpson seconded the motion.

AYES:	Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson, Commission member Nece
NAYS:	Commission member Reed
ABSENT:	Commission member Wilson

6. DISCUSSION AND ACTION ON PRELIMINARY SITE PLAN

a. TO CONSIDER APPROVAL OF A PRELIMINARY SITE PLAN FOR A CARWASH LOCATED AT 3600 S & MIDLAND DRIVE (Applicant: Olympus Pines, Agent: Wade Edwards)

*Michael Cianelli, Trevor Sperry, and Wade Edwards (Focus Engineering) were present from Olympus Pine (Tommy's Car Wash)

*Commission Member Roundy was concerned about the noise that would be generated from the vacuum's.

*Mr. Cianelli advised they could provide the noise study that they had conducted. Also with their operating hours they would close by 8pm.

*Commission member Nece requested what the overall height of the building was.

*Mr. Edwards advised it would be 28 feet.

*Commission member Reed was concerned on the how a dually would make the tight turn to get into the car wash, also he had noticed that they were trying to get a driveway from UDOT out to Midland Drive.

*Mr. Edwards stated they could provide a turning radius at the final approval if needed. They had already met with UDOT and had a pre application meeting and he indicated that they are meeting

UDOT's requirements to line up with the adjacent access across the street and there will be a shared access to the adjacent parcel.

*Commission member Reed was confused on what adjacent parcel, Shari had advised Commission member Reed that there is a parcel that accesses off of Midland and UDOT will not give them a new access, that access will be improved so that it would be shared access between both projects.

*Commission member Roundy questioned if the parking stalls would be an issue on this as well. Alika stated that it would be the same minimum requirement of 180 sq ft.

*Chairman Deem advised that they would need to get the Will Serve letter from Taylor West Weber Water.

*Alika advised the Commission members that once the plans are submitted for a Building Permit it would be reviewed at that time as well that it meets all minimum requirements.

Commission member Roundy made a motion to approve. Vice Chairman Andrew Reyna seconded the motion.

AYES:	Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson
NAYS:	Commission member Nece, Commission member Reed
ABSENT:	Commission member Wilson

7. DISCUSSION AND ACTION ON A PRELIMINARY AND FINAL PLAT

- a. TO CONSIDER APPROVAL OF AN AMENDED PRELIMINARY AND RECOMMENDATION OF AN AMENDED FINAL PLAT FOR A COMMERCIAL SUBDIVISION LOCATED AT APPROXIMATELY 3100 W4000 S (APPLICANT: CW LAND CO, AGENT: MCKENNA CHRISTENSEN)

Mckenna Christensen with LW Land was present.

*Shari asked, "If there was any questions about the plat"

*Chairman Deem asked if there was any negotiations.

*Ms Christensen stated that they have been in negotiations with Panda Express, and communications with other businesses but nothing more.

*Commission member Nece wanted to confirm that this is C3 not C2 with Shari, Shari advised that C3 is a typo and it is C2.

Commission member Stimpson made a motion to approve. Commission member Jeff Reed seconded the motion.

AYES:	Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson, Commission member Nece, Commission member Reed
NAYS:	
ABSENT:	Commission member Wilson

Commission member Stimpson made a motion to amend the motion on item #7. Commission member Roundy seconded the motion.

AYES:	Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson, Commission member Nece, Commission member Reed
NAYS:	
ABSENT:	Commission member Wilson

Vice Chairman Reyna made a motion to approve preliminary plat and recommend final approval to City Council. Commission member Stimpson seconded the motion.

AYES:	Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson, Commission member Nece, Commission member Reed
NAYS:	

ABSENT: , Commission member Wilson,

8. DISCUSSION AND ACTION ON A PRELIMINARY AND FINAL PLAT

- a. TO CONSIDER APPROVAL OF A PRELIMINARY PLAT AND RECOMMENDATION OF FINAL PLAT FOR A COMMERCIAL SUBDIVISION LOCATED AT APPROXIMATELY 3275 W 4000 S (APPLICANT: CW LAND CO, AGENT: MCKENNA CHRISTENSEN)

McKenna Christensen was present.

*Ms. Christensen stated that they wanted to take the 3 parcels to make it one lot so they can attract some tenants.

*Shari stated that this project is very similar to the Kum & Go project to Midland Dr. & Hinckley Dr.

Commission member Roundy made a motion to approve. Commission member Stimpson seconded the motion.

AYES:	Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson, Commission member Nece, Commission member Reed
NAYS:	
ABSENT:	Commission member Wilson

9. DISCUSSION AND ACTION ON A CONDITIONAL USE PERMIT

- a. TO CONSIDER A REQUEST FOR A COMMERCIAL DAYCARE LOCATED AT 3500 W 3300 S. (APPLICANT: DORA BUGARIN)

*Dora Bugarin was present.

*Justin Nielson the owner of the property was present via phone.

*Ms. Bugarin advised they would like a Daycare/Preschool to provide before/after programs for Kaneshville Elementary. The state advised that they are required to get licensing for Child care not just Preschool.

Justin Nielson will provide 6 parking stalls for the business and would provide a sidewalk behind the building which could also be used as a drop off.

*Commission member Reed was curious as to where the sidewalk was going to connect because of the large culvert for collecting water. Also, if there is going to be a place for the Daycare children.

*Mr. Nielson stated that the sidewalk would be to the north of the retention pond where there is 20 ft of access space connecting to the sidewalk up front and running parallel east to the side of the building and then tying on to the existing sidewalk that is already there. They will also have a place for the daycare as the state advises them what is needed.

*Chairman Deem stated that the state will completely dictate what will be required.

Commission member Roundy made a motion Table. Commission member Nece seconded the motion.

AYES:	Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson, Commission member Wilson, Commission member Nece, Commission member Reed
NAYS:	
ABSENT:	

10. DISCUSSION OF UPDATES TO THE WEST HAVEN CITY SUBDIVISION ORDINANCE

- a. SHARI INDICATED THE DRAFT THAT WAS SUPPOSE TO BE IN THE JUNE 28TH MEETING WASN'T ENCLOSED IN THIS PACKET. SHE RECOMMENDS THAT WE TABLE IT AND DIGEST WHAT WAS IN THE WORK SESSION AND IT CAN BE REVIEWED AT THE NEXT MEETING.

11.

ADJOURNMENT

Commission member Reyna made a motion to adjourn. Commission member Reed seconded the motion.

AYES:

Vice Chairman Reyna, Chairman Deem, Commission member Roundy, Commission member Stimpson, Commission member Wilson, Commission member Nece, Commission member Reed

NAYS:

ABSENT:

Robyn VanCampen

Deputy City Recorder

Date Approve: [enter meeting date]

FORWARDED

Planning Commission Staff Review Memo

August 23, 2023

Alika Murphy, City Planner I



FINAL SITE PLAN APPROVAL

Request: Grant final site plan approval for an office building/warehouse
Property Address: 4608 S 3500 W, Parcel# 08-458-0002
Property Zone: Commercial C-2
Property Size: 0.91 acres
Applicant: Bob Pettipaw (Agent: Gary Hunt, Architect)

Governing Document(s): WHZC 157.290-294; 157.630-640; 157.730-737
Decision Type: Administrative
Staff Recommendation: See comments under "Staff Review"

Background

EME Mechanical received preliminary approval for their site plan at 4607 South 3500 West from Planning Commission on June 14, 2023.

Staff Review

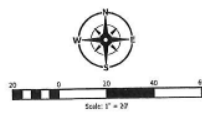
All of the site plan complies with the requirements set in the city's design review ordinance, commercial ordinance, parking ordinance and sign ordinance. The applicants have addressed all comments from engineering.

The applicants have complied with the required conditions set at the preliminary site plan approval. The applicants have been successful in providing staff with the necessary will-serve letter and the required table of materials.

Staff Recommendation

Based on the above compliance with all relevant City codes, **it is Staff's position that the Commission should grant final site plan approval, given that all previous conditions have been met.**

Applicant is aware that even with final approval of the site plan, no construction may begin prior to having a fully approved set of site construction documents.



Planting Schedule

DECIDUOUS TREES					
	QTY	ABBREV.	BOTANIC NAME	COMMON NAME	SIZE
2	SPR		GLAUCOA TRILICATAUS TRINERNA	SPRINGBORN HONEYLOCUST	7' TALL
2	SPR		QUERCUS ILICINUS TRUNCATOV	WINTERGROWN CHAMPAGNE	7' TALL
EVERGREEN TREES					
	QTY	ABBREV.	BOTANIC NAME	COMMON NAME	SIZE
2	BOL		WICKA PARVIFLORA GLAUCA	BLUE COLORADO SPRUCE	6' TALL
SHRUBS					
	QTY	ABBREV.	BOTANIC NAME	COMMON NAME	SIZE
12	BOL		EVONYMUS ALATIS CORNUTUS	CORNET DOGWOOD SHRUB	5 GAL.
14	BOL		SPYRA X BYRNIS SOLIDPANA	GOULDANE SPYRA	5 GAL.
ORNAMENTAL GRASSES					
	QTY	ABBREV.	BOTANIC NAME	COMMON NAME	SIZE
30	KARL		CLAMOGLOSSITA X LUTIPURPA VARI. HIGGETT	FEATHER REED GRASS	1 GAL.
PERENNIALS					
	QTY	ABBREV.	BOTANIC NAME	COMMON NAME	SIZE
1	UNF		HEMIPERICALIS X STELLA DE DO	STELLA DE DO DASHLY	1 GAL.
1	BOL		PERNORDIA CUPRA VARGALLIS DELICAT	VARSHALLS DELIGHT BEE	1 GAL.
1	SOL		SALICA X VARGALLIS MAY HEIGHT	MAY HEIGHT SALICA	1 GAL.

Material Schedule

BLACK & TAN DECORATIVE ROCK MULCH, 2" MAX. INSTALL 2" DEEP ROCK MULCH EQUAL TO HK CONTRACTORS' BLACK & TAN (200) 31. INSTALL ROCK MULCH OVER TOP WEED BARRIER FABRIC (TYPICAL)

SCREENED ROCK MULCH, 4-6" MAX. INSTALL SUCH THAT NO BARE GROUND IS VISIBLE. INSTALL ROCK MULCH OVER TOP WEED BARRIER FABRIC (TYPICAL)

RESUE SOO (MATCH EXISTING SOO LOCATED ALONG 3500 WEST)

Site Data

PROPERTY SIZE:	79,082 SF / 0.61 ACRES
BUILDING ENVELOPE:	9,008 SF (11.2%)
HARD SURFACE AREA:	22,173 SF (28.0%)
LANDSCAPE AREA:	8,581 SF (10.8%)

REV.	DATE	DESCRIPTION	BY
0	05-05-2023	INITIAL SUBMITTAL	TP
1	05-15-2023	UPDATED PER CLIENT COMMENTS	TH
2	06-04-2023	ADDED LANSFORD PLAN	TP
3	07-12-2023	UPDATED PER CITY COMMENTS	TH



VERIFY SCALES

IF NOT ONE INCH ON THIS SHEET, ADJUST
SCALES ACCORDINGLY

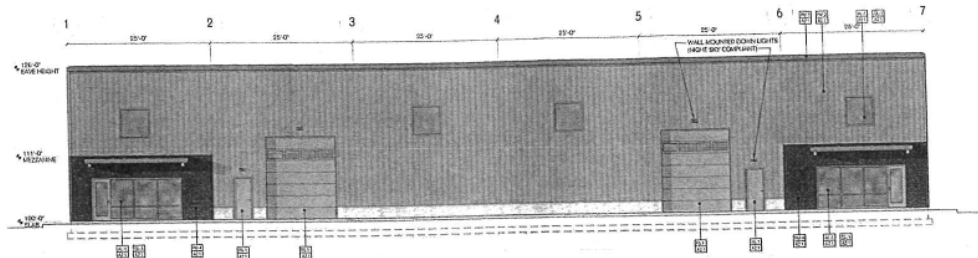
PROJECT INFO.	
Report No.	T-3002

Engineer:	T. Priddy
Drawn:	T. Priddy
Checked:	-
Date:	08/02/2012
Proj. No.:	-
SHEET TITLE	

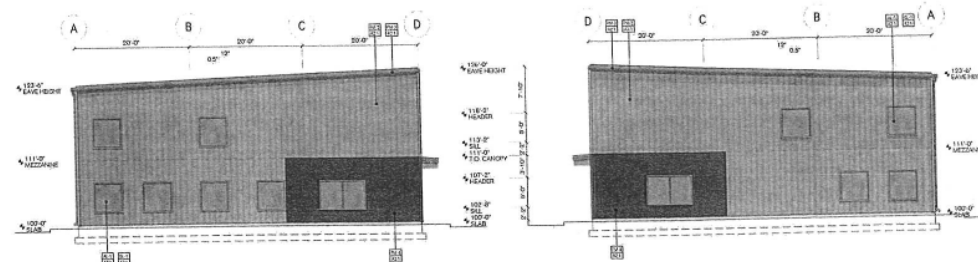
Landscape Plan

SHEET NO.
L100

EXTERIOR FINISH SCHEDULE											
S/N	DESCRIPTION	MANUFACTURER	PRODUCT NUMBER	DIVISION WALL TYPE	COLOR	NOTES	S/N	DESCRIPTION	MANUFACTURER	PRODUCT NUMBER	DIVISION WALL TYPE
01	ALUMINUM SIDING	RAVENS		CLAD	CLAD		02	PRE-FINISHED METAL CORNERS	MSO	T2	PRE-FINISHED METAL CORNERS
03	WINDOW GLAZING	PPG		1" INSULATED DOUBLE PANE	5-ARCHITECT	RE-SHEET ALL FOR WINDOW PANELS	04	CANOPY FLASHING	BREAK METAL		PRE-FINISHED METAL CORNERS
05	PRE-FINISHED METAL ROOFING	NUCOR	CM 25 GA	FOR MANUFACTURER'S ERECTION DRAWINGS	GRAY/WHITE		06	PRE-FINISHED METAL CORNERS	MSO	T2	PRE-FINISHED METAL CORNERS
07	PRE-FINISHED METAL SIDING	NUCOR	CM 25 GA	FOR MANUFACTURER'S ERECTION DRAWINGS	GRAY/WHITE		08	PRE-FINISHED METAL CORNERS	MSO	T2	PRE-FINISHED METAL CORNERS
09	PRE-FINISHED METAL CORNERS	NUCOR	CM 25 GA	FOR MANUFACTURER'S ERECTION DRAWINGS	GRAY/WHITE		10	PRE-FINISHED METAL CORNERS	MSO	T2	PRE-FINISHED METAL CORNERS
11	PRE-FINISHED METAL CORNERS	NUCOR	CM 25 GA	FOR MANUFACTURER'S ERECTION DRAWINGS	GRAY/WHITE		12	PRE-FINISHED METAL CORNERS	MSO	T2	PRE-FINISHED METAL CORNERS

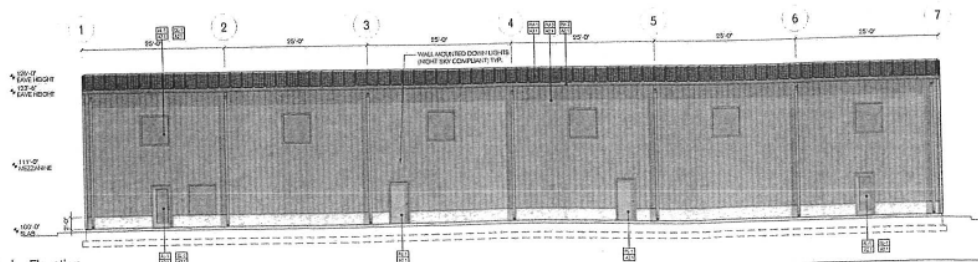


South Exterior Elevation
SCALE: 3/8" = 1'-0"



West Exterior Elevation
SCALE: 3/8" = 1'-0"

East Exterior Elevation
SCALE: 3/8" = 1'-0"



West Exterior Elevation
SCALE: 3/8" = 1'-0"

No.	Revised	By



EME Mechanical
4608 South 3500 West Street
West Haven, Weber County, UT

Gary Hunt, Architect PC
ARCHITECTURE / PLANNING
1000 Main Street, Suite 200 • Ogden, Utah 84401
Phone: (801) 782-3000
Mobile: (801) 782-3000
Fax: (801) 782-3000
email: gary@emehunt.com

Exterior Elevation
#0002-02
15.00.00
3/27 - 1'-0"

A2.1

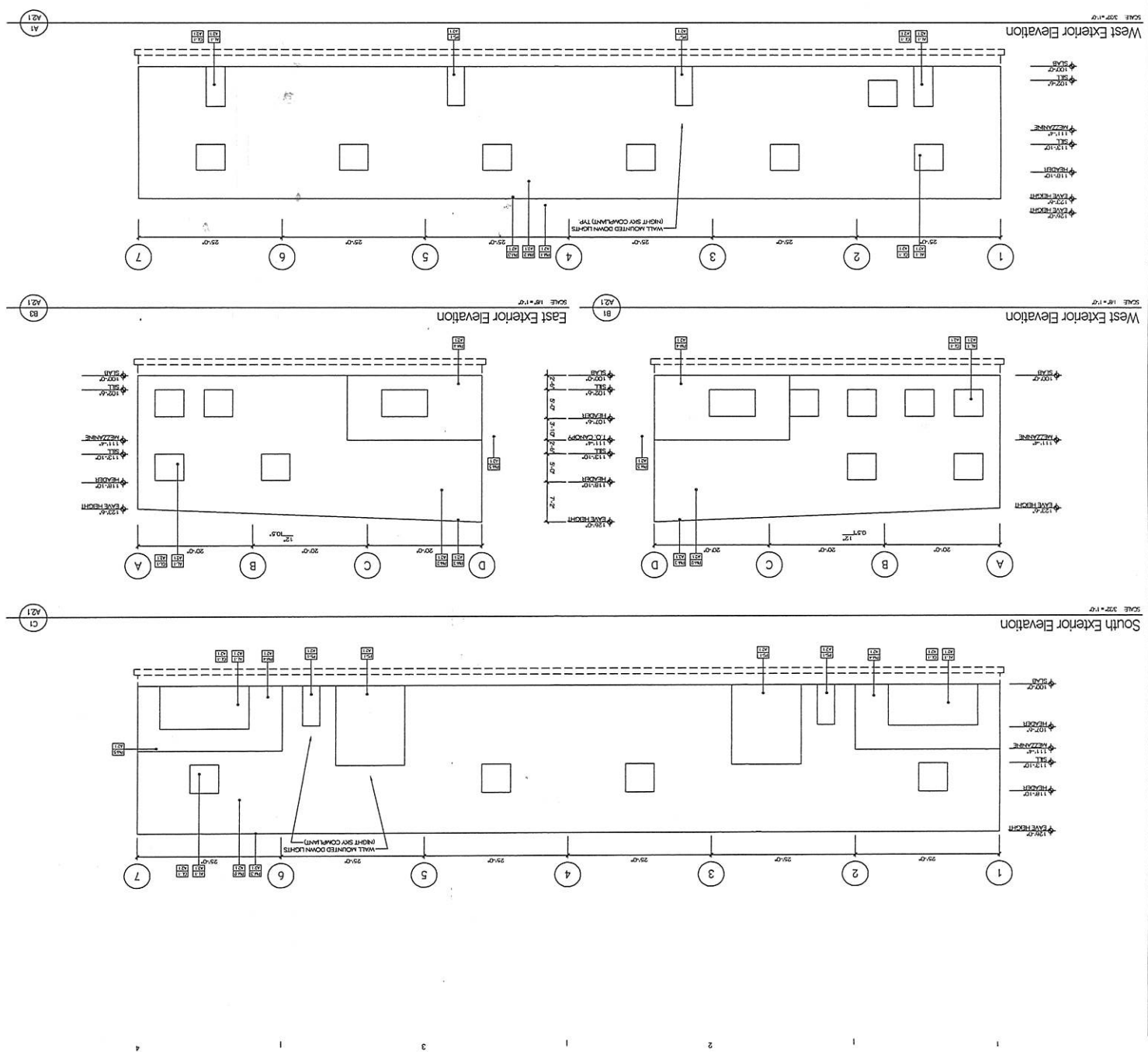
Project No.	2022-22
Date	5.16.22
Scale	3/8" = 1'-0"
Sheet No.	Finish %

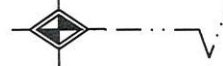
Gary Hunt Architect PC
 ARCHITECTURE PLANNING
 5005 Veterans Blvd, Suite 300 - Ogden, Utah 84403
 Phone: (801) 782-0055
 Mobile: (801) 725-1922
 Fax: (801) 782-5081
 e-mail: gha@getarchitecture.com

EME Mechanical
 4608 South 3500 West Street
 West Haven, Weber County, UT

Rev	Description	Date

SN#	DESCRIPTION	Percentage
001	PRE-FINISHED METAL ROOFING	100%
002	METAL DOORS (PAINTED)	4.3%
003	ALUMINUM STITCHWORK	8.1%
004	PRE-FINISHED METAL SIDING	79.8%
005	PRE-FINISHED METAL SIDING	100%
006	MISC 7.2 (Plywood)	7.8%
007	TOTAL	100%
008	TOTAL	100%





NORTHEAST CORNER
SECTION 9 TOWNSHIP
5 NORTH RANGE 2 WEST

(BASIS OF BEARING)
N00°42'44"E S303.01'

TRINH, THOMAS & VERONICA TRINH
Parcel: 08-416-0014
Zoning: C-2 Community Commercial

S89°39'16"E 207.94'

10.0' P.U.E.

3500 W Street

PUBLIC R.O.W.

N0°42'44"E 190.84'

10.0' P.U.E.

POINT OF BEGINNING

S89°39'16"E 40.00'

S89°39'16"E 207.94'

N00°42'44"E 1174.23'

NORTHEAST CORNER
SECTION 16 TOWNSHIP 5
NORTH RANGE 2 WEST

N0°42'44"E 28.00'

SHARED ACCESS

28.00'

S0°42'44"W 28.00'

CROSS ACCESS
EASEMENT

N89°39'16"W 207.94'

COMMON AREA LANDMARK PLAZA
CONDOMINIUM 1ST AMENDMENT
Parcel: 08-531-0008
Zoning: C-2 Community Commercial

PEACHTREE PLACE VII LLC
Parcel: 08-458-0001
Zoning: C-2 Community Commercial

S0°42'44"W 190.84'

10.0' P.U.E.



HUNT · DAY
3445 Antelope Drive, St 200
Syracuse, UT 84075
PH: 801.664.4724

Drawn: T. PRIDEMORE
Proj. No. 103 - 02
Date: 10 July 2023
Scale: 1" = 40'-0"

EME Mechanical

28.0' CROSS ACCESS EASEMENT
WEST HAVEN, WEBER COUNTY, UT

Legal Description

A PART OF LOT 6 OF SODENKAMP SUBDIVISION AMENDED LOT 5, LOCATED IN A PART OF THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 5 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WEST SIDE OF LOT 6 OF THE SODENKAMP SUBDIVISION, SAID POINT BEING N00°42'44"E ALONG THE SECTION LINE 1174.23 FEET, S89°39'16"E 40.00 FEET A FROM THE NORTHEAST CORNER OF SECTION 16, TOWNSHIP 5 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN;

AND RUNNING THENCE SOUTH 89°39'16" EAST 207.94 FEET; TO SAID EAST LOT LINE OF LOT 6;

THENCE SOUTH 00°42'44" WEST PARALLEL TO SAID EAST LINE OF LOT 6, A DISTANCE OF 28 FEET;

THENCE NORTH 89°39'16" WEST 207.94 FEET, TO THE EAST SIDE OF 3500 WEST, A PUBLIC RIGHT OF WAY;

THENCE NORTH 00°42'44" EAST A DISTANCE OF 28 FEET AND TO THE POINT OF BEGINNING.



HUNT & DAY

3445 Antelope Drive, St. 200
Syracuse, UT 84075
PH: 801.664.4724

Drawn:

T. PRIDEMORE

Proj. No.

103 - 02

Date:

10 July 2023

Scale:

N / A

EME Mechanical

28.0' CROSS ACCESS EASEMENT
WEST HAVEN, WEBER COUNTY, UT



HOOPER WATER IMPROVEMENT DISTRICT

P.O. BOX 217 • 5555 W. 5500 S. • Hooper, Utah 84315 • (801) 985-1991

Will Serve Letter

July 17, 2023

Bob Pettipaw
EME Mechanical
PO BOX 227
Roy, UT 84067

Re: 1-Lot Commercial Development

To whom it may concern;

Hooper Water Improvement District's Board of Trustees has approved the commercial development and to supply culinary water to the proposed lot located at 4608 South 3500 West, in West Haven, Utah. The approval is conditional to the developer showing a secondary water source for outside irrigation on the property. Official application for service has been made to the District, however, the impact, new meter, and another fees must be paid before final approval for construction will be granted. If you have any questions concerning this matter, please call me at 801-985-1991.

Sincerely,

A handwritten signature in dark ink, appearing to read "Scott Christiansen".

Scott Christiansen
General Manager

Planning Commission
Staff Review Memo

August 23, 2023
Alika Murphy, City Planner I



Pet Grooming Business - Conditional Use

Request: Approval of conditional use permit for a pet grooming business

Property Address: 3490 W 3300 S, Parcel#157260007

Property Zone: C-1

Property Size: 1,250 S.F.

Applicant: Tailey Spencer

Governing Document(s): WHZC Chapter 157.290-157.296, 157.515-157.529

Decision Type: Administrative

Staff Recommendation: See comments under "Staff Review"

Background

The applicant is seeking approval for a conditional use permit for her pet grooming business located at 3490 W 3300 S. The property is zoned C-1 and according to our city code (WHZC 157.294) it is listed as conditional use. Conditional uses **are permitted**, and the City must approve them, unless there is a significantly detrimental impact that cannot reasonably be mitigated.

C-1 C-2 C-3		
Pet grooming (no overnight stay)	C	P P

The following standards from Chapter 157.520, "Conditional Use Standards" (online version) are applicable to this request. Staff's evaluation of the criteria is bolded text below the standard.

- (A) *General plan.* The proposed use conforms to policies of the city's general plan.
- **The general plan calls out that property as commercial and a pet grooming business is permitted with a conditional use permit for both C-1.**
- (B) *Site design.* The use is well-suited to the character of the site and adjacent uses as shown by an analysis of the intensity, size, and scale of the use compared to existing uses in the surrounding area.
- **This business is going in the Hyland Ranch Condominiums which is neighboring other commercial businesses permitted in C-1.**

Access. Access to the site avoids traffic and pedestrian conflicts and does not unreasonably impact the service level of any adjacent street.

- **Access to the property does not cause traffic or any pedestrian conflict.**

(D) *Circulation.* On-site vehicle circulation and truck loading areas mitigate adverse impacts on adjacent property.

(C) *Parking.* The location and design of off-street parking complies with standards of this subchapter.

- **There is a shared parking lot available that was approved with the condominium site plan. The parking stalls are first come, first serve.**

(F) *Refuse collection.* The locations and design of the refuse collection areas are not likely to create an adverse impact on the occupants of adjoining property.

(G) *Utility services.* Utility capacity supports the use at normal service levels.

(H) *Screening.* The use is appropriately screened, buffered, or separated from adjoining dissimilar uses to mitigate potential use conflicts. Fencing, screening, and landscape treatments and other features increase the attractiveness of the site and protect adjoining property owners from noise and visual impacts.

- **As mentioned, this business will be in an office building with businesses neighboring them on both sides that are or will be permitted/ conditional under the C-1 zone.**

(I) *Operating hours.* The hours of operation of the use and delivery of goods are not likely to adversely affect surrounding uses.

- **The business will be open from 8 am to 4pm and will not affect surrounding uses.**

(J) *Signs.* Sign size, location, and lighting are compatible with, and do not adversely affect, surrounding uses.

- **New signs or updated signs will comply with the current sign ordinance**

(K) *Public services.* Public facilities such as streets, water, sewer, storm drainage, public safety, and fire protection are adequate to serve the use.

(L) *Environmental impact.* The use does not significantly adversely affect the quality of surrounding air and water, encroach into a waterway or drainage area, or introduce any hazard to the premises or any adjacent property.

(M) *Nuisance.* Operation of the use is unlikely to create any nuisance from noise, vibration, smoke, dust, dirt, odor, noxious matter, heat, glare, electromagnetic disturbance, or radiation.

- *Utah Code defines a nuisance as "anything that is injurious to health, indecent, offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property."*
- *This business will not be a major nuisance and overall, it will not be affecting the well-being of the community.*

Staff Review

Staff recommends approval for this conditional use permit with the conditions that

1. Comply with the West Haven Nuisance Ordinance
2. Any pet that is dropped off for grooming stay within the building or be harnessed/leashed when taken out by any employee.

3490

B7

3490

 Posh Petal Floral
Recently viewed

 Textures Salon
Less busy than usual





CONDITIONAL USE PERMIT APPLICATION

West Haven City Planning Commission

4150 S 3900 W West Haven, UT 84401

801-731-4519

Property Address 3490 W 3300 S West Haven Parcel# 157260007

Existing Zone _____ No. of Acres or Sq. Ft. _____ #Res. Units _____

Bldg. Sq. Ft. 1,250 Building Height (stories & ft.) _____

What Use is requested? dog grooming

-Is the proposed use necessary or desirable to provide a service or facility which will contribute to the general well-being of the community? - ☒ Yes ___ No If yes, please answer the following two questions:

-Describe how the use will be necessary or desirable to provide a service or facility to the community?
closer facility to get community dogs groomed

-Describe how the use will contribute to the general well-being of the community?

less travel time for West Haven residents

-Will the proposed use be detrimental to the health, safety, and general welfare of persons in the community? - ___ Yes ☒ No

-Will the proposed use be injurious to property or improvements to the community? - ___ Yes ☒ No

-Will the proposed use be compatible with and complementary to the existing surrounding uses, buildings and structures?
☒ Yes ___ No If yes, please answer the following questions about the proposed use in the proposed area.

-Will the proposed use generate traffic in the area? If so, how much is anticipated? not much

-Will the proposed use have an impact on parking in the area? ___ Yes ☒ No If so, how much is anticipated?

-Will the proposed use be compatible with the building and structure designs in the area? ☒ Yes ___ No

-Will the proposed use be compatible with the building and structure uses in the area? ☒ Yes ___ No

-Will the proposed use be compatible with landscaping and signs in the area? ☒ Yes ___ No If a sign is requested, please attach photo. If there is landscaping involved in the request, please attach a site plan for the landscaping.

-Will the proposed use conform to the goals, policies, and governing principles and land use of the Master Plan for the City of West Haven? ☒ Yes ___ No

-Will the proposed use lead to the deterioration of the environment or ecology in the general area? ___ Yes ☒ No

-Will the proposed use produce conditions or emit pollutants? - ___ Yes ☒ No If yes, what type of pollutants shall be emitted or produced and how would they be disposed of or mitigated?

-Will such conditions or pollutants have a possible detrimental effect on the operation of existing uses of surrounding public and private properties in the immediate vicinity or the area as a whole? ___ Yes ☒ No If yes, please explain _____

CITY OF WEST HAVEN

*

**NOTICE OF PUBLIC HEARING TO CONSIDER A REQUEST TO CHANGE THE SUBDIVISION
ORDINANCE**

*

PUBLIC HEARING: The Planning Commission of West Haven City, Utah will hold a **Public Hearing** on the **23RD Day of August, 2023** in the Commission Chambers at 4150 South 3900 West, West Haven, Utah at the hour of **6:00 PM** or as soon thereafter as possible, to consider a request to change the Subdivision Ordinance. All interested persons shall be given an opportunity to be heard. Public comment can be made in person and digitally via zoom <https://us06web.zoom.us/j/86539464549>

Published by order of the West Haven City Planning Commission. In compliance with the Americans with Disabilities Act, individuals needing special accommodations including auxiliary communicative aids and serviced during the meeting should notify the City Recorder at 801-731-4519 at least 48 hours in advance.

City of West Haven

By: Robyn VanCampen, Deputy Recorder

CHAPTER 156: SUBDIVISION REGULATIONS

156.001	PURPOSE- INTENT- SCOPE- VALIDITY
156.002	DEFINITIONS
156.003	LAND USE AUTHORITY FOR SUBDIVISIONS
156.004	PRELIMINARY PLAT- REQUIREMENTS- APPROVAL PROCESS- TIME LIMITATION- GRADING LIMITATION
156.005	FINAL PLAT – REQUIREMENTS – APPROVAL – TIME LIMITATION
156.006	REVIEW OF FINAL PLAT AND SUBDIVISION IMPROVEMENT PLANS – DISPUTE RESOLUTION
156.007	SUBDIVISION STANDARDS
156.008	SUBDIVISION IMPROVEMENTS REQUIRED
156.009	GUARANTEE OF IMPROVEMENTS
156.010	BOND FOR CURB, GUTTER DAMAGE
156.011	INSPECTION OF IMPROVEMENTS
156.012	CONDITIONS, COVENANTS, & RESTRICTIONS
156.013	PENALTY

§ 156.001 PURPOSE- INTENT- SCOPE- VALIDITY

- A. The underlying purpose and intent of this chapter is to promote the health, safety, convenience, and general welfare of the inhabitants of the incorporated city in the matter of the subdivision of land and related matters affected by such subdivision.
- B. No person shall subdivide any tract of land which is located wholly in the city, except in compliance with this chapter.
- C. No person shall sell or exchange, or offer to sell or exchange, any parcel of land which is a part of a subdivision of a larger tract of land, nor offer for recording in the office of the County Recorder any deed conveying such a parcel of land, or any interest therein, unless such subdivision has been created pursuant to, and in accordance with, the provisions of this chapter.
- D. No permit for the erection, construction, reconstruction, alteration, or use of any structure will be issued until the subdivision has been approved and recorded according to the provisions of this chapter. Any license or permit issued in conflict with this chapter shall be null and void.
- E. This chapter shall not apply to any lot or lots forming a part of a subdivision created and recorded prior to the effective date of the subdivision regulations adopted in the city on March 1992.
- F. If any section, subsection, paragraph, or requirement of this Chapter is found to be invalid by a Court of competent jurisdiction, such finding shall not render any other portion of this Chapter as null and void.

G. Regulations in this Chapter notwithstanding, the design and layout of all subdivisions, regardless of type or size, shall be designed in accordance with the West Haven City Zoning Code and West Haven City Engineering Design Standards and Specifications.

§ 156.002 DEFINITIONS

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates, or requires, a different meaning.

A. ADMINISTRATIVE LAND USE AUTHORITY. An individual, board, or commission, appointed or employed by West Haven City, including City staff or the WHC Planning Commission, which is tasked with the review and approval of subdivisions, as outlined in this Chapter. Does NOT include the West Haven Mayor or City Council nor does it include a member of the City Council. Referred to herein as ALUA.

B. ALLEY. A public thoroughfare less than 26 feet wide.

C. AVERAGE PERCENT OF SLOPE. An expression of rise or fall in elevation along a line perpendicular to the contours of the land connecting the highest point of land to the lowest point of land within a parcel or lot. A vertical rise of 100 feet between two points 100 feet apart measured on a horizontal plane in a 100% grade.

D. BLOCK. The land surrounded by streets and other rights-of-way other than an alley, or land which is designated as a block on any recorded subdivision plat.

E. CITY. The City of West Haven, Utah.

F. CITY COUNCIL. The City Council of West Haven, Utah

G. CUL-DE-SAC. A minor terminal street provided with a turnaround.

H. EASEMENT. The portion of a lot or lots reserved for present or future use by a person or agency other than the legal owner or owners of said property or properties. The easement may be for use under, on, or above said lot or lots.

I. FLOODPLAIN. The relatively flat area or lowlands adjoining a river stream, watercourse, lake, or other body of standing water that has or may be covered by floodwater. The boundaries of the floodplain are the boundaries of the base flood (100-year flood) as identified by the Federal Flood Insurance Administration in its flood hazard boundary map (FHBIM) (#490187A) dated May 2, 1978, as amended from time to time.

J. HALF STREET. The portion of a street within a subdivision comprising of one-half the required right-of-way width upon which improvements in accordance with one-half of an approved typical street cross section are constructed.

K. HOUSING, CONDOMINIUM. A building or group of buildings containing individually-owned single-family dwelling units where ownership is limited to the interior walls, floors, and ceilings of the unit, where there may be units above or below, and where the

owner of each unit holds a common or joint ownership in all common areas and facilities associated with the unit.

L. HOUSING, MULTI-FAMILY. A building or group of buildings under a single ownership, which is designed and divided in such a manner that it contains three (3) or more dwelling units.

M. HOUSING, SINGLE-FAMILY. An independent residential structure that sits on its own land and is designed to house a single family.

N. HOUSING, TOWNHOME. A group of 3 or more attached single-family residential structures, each of which is connected to one or more single-family residential structure(s) by a ground-to-roof wall and where each structure is designed to be individually owned and where no dwelling units are located above or below.

O. HOUSING, TWIN-HOME. A single-family residential structure which is connected to one additional single-family residential structure by a ground-to-roof wall and where each of the two structures are designed to be individually owned.

P. HOUSING, TWO-FAMILY. A dwelling under a single ownership, but which is arranged, designed for, and occupied by two (2) families living independently of each other and containing two (2) dwelling units. May also be referred to as a "duplex."

Q. MARGINAL ACCESS (STREET). A minor street which is parallel to and adjacent to a limited access major street and which provides access to abutting properties and protection from through traffic.

R. PRIVATE STREET. A thoroughfare within a subdivision which has been reserved by dedication unto the subdivider or lot owners to be used as private access to serve the lots platted within the subdivision and complying with the adopted street cross section standards of the city and maintained by the subdivider or other private agency.

S. REVIEW CYCLE. The occurrence of:

- a. The applicant's submittal of a complete subdivision land use application;
- b. West Haven City's review of said application;
- c. West Haven City's response to said application, in accordance with the terms of this Chapter; and
- d. The applicant's response to each and every of West Haven City's required modifications or request for additional information.

T. SUBDIVISION. Any land that is divided, resubdivided, or proposed to be divided into two or more lots or other division of land for the purpose, whether immediate or future, for offer, sale, lease, or development either on the installment plan or upon any and all other plans, terms, and conditions.

a) Subdivision includes:

- i. The division or development of land, whether by deed, metes and bounds description, devise and testacy, map, plat, or other recorded instrument, regardless of whether the division includes all or a portion of a parcel or lot; and
- ii. Except as provided in this definition, divisions or land for residential and nonresidential uses, including land used or to be used for commercial, agricultural, and industrial purposes.
- b) Subdivision does not include:
 - i. A bona fide division or partition of agricultural land for the purpose of joining one of the resulting separate parcels to a contiguous parcel of unsubdivided agricultural land, if neither the resulting combined parcel nor the parcel remaining from the division or partition violates an applicable land use ordinance.
 - ii. A boundary line agreement recorded with the Weber County Recorder's Office between owners of adjoining parcels adjusting the mutual boundary, if no new parcel is created;
 - iii. A recorded document, executed by the owner of record revising the legal descriptions of multiple parcels into one legal description encompassing all such parcels, or joining a lot to a parcel
 - iv. A boundary line agreement between owners of adjoining subdivided properties adjusting the mutual lot line boundary if no new dwelling lot or housing unit will result from the adjustment and the adjustment will not violate any applicable land use ordinance. Such agreement shall be processed as a subdivision amendment.
 - v. A bona fide division of land by deed or other instrument if the deed or other instrument states in writing that the division of land is in anticipation of future land use approvals on the parcel(s), does not confer any land use approvals, and has not been approved by the land use authority.
 - vi. A parcel boundary adjustment
 - vii. A lot line adjustment
 - viii. A road, street, or highway dedication plat;
 - ix. A deed or easement for a road, street, or highway purpose
 - x. Any other division of land authorized herein
- U. SUBDIVISION IMPROVEMENT PLANS. The civil engineering plans associated with required infrastructure and utilities required for a subdivision.
- V. SUBDIVISION, MAJOR. A subdivision, as defined herein, containing six (6) or more building lots, or which involves the construction and/or dedication of any new public infrastructure or improvements.

148 W. SUBDIVISION, MINOR. A subdivision, as defined herein, containing one (1) to five (5)
 149 new building lots and which does not involve the construction and/or dedication of new
 150 public infrastructure or improvements.

151 X. SUBDIVISION ORDINANCE REVIEW. Review by West Haven City to verify that a
 152 subdivision land use application meets the criteria of this Chapter and by applicable City
 153 zoning standards.

154 Y. SUBDIVISION PLAN REVIEW. A review of the applicant's subdivision improvement
 155 plans and other aspects of the subdivision land use application to verify that the
 156 application complies with West Haven City Ordinances and other applicable standards
 157 and specifications.

158 Z. ZONING ORDINANCE. The uniform zoning ordinance of the city as adopted by the
 159 City Council, as amended from time to time.

160 **§ 156.003 LAND USE AUTHORITY FOR SUBDIVISIONS**

161 A. The following individual, board, or commission shall serve as the land use authority for
 162 single-family, twin-home, two-family, or townhome subdivision plats in West Haven
 163 City. (Note: minor subdivisions are eligible for consolidation into a single, combined
 164 preliminary and final plat, provided they meet the definition outlined above.)

Subdivision Type	Plat Type	ALUA	Community Development Staff
Minor	Preliminary	X	
	Final		X
	Combined	X	
Major	Preliminary	X	
	Final		X

165

166 B. The following shall serve as the land use authority for all non-residential subdivisions
 167 and those residential subdivisions which involve the construction of condominium or
 168 multi-family units, including subdivisions which will involve a combination of housing
 169 types, one of which is condominium or multi-family units.

Subdivision Type	Plat Type	Planning Commission	City Council
Minor	Preliminary	X	
	Final		X
	Combined	X	X
Major	Preliminary	X	
	Final		X

170

171

C. Administrative Land Use Authority:

- i. The West Haven City Planning Commission shall serve as the Administrative Land Use Authority (ALUA) and shall exercise all powers granted to the ALUA by this and other provisions of the West Haven City code.
- ii. The ALUA shall set a regular meeting schedule for the review of those subdivision plats where it is the designated land use authority.
- iii. The ALUA shall ensure that all of the applicant's due process rights, as they relate to the subdivision of the property, are preserved and protected.

**§ 156.004 PRELIMINARY PLAT- REQUIREMENTS- APPROVAL PROCESS-
TIME LIMITATION- GRADING LIMITATION**

- A. Plat Requirements. Developers shall submit a preliminary plat for the entirety of the subdivision and not just for a phase. The preliminary plat shall be drawn to a scale not smaller than 100 feet to the inch and shall show:

- i. The proposed name of the subdivision;
- ii. The location of the development as part of a larger tract with a vicinity plan showing the relative location of the development to adjacent streets and geographic features.
- iii. Sufficient information to locate accurately the property shown on the plan;
- iv. The names and addresses of the subdivider, the engineer or surveyor of the development, and the owners of the land immediately adjoining the land to be subdivided;
- v. Contour map at intervals of two feet, five feet, or ten feet.
- vi. The boundary lines of the tract to be subdivided;
- vii. The location, widths, and other dimensions of all existing or platted streets and other important features, such as railroad lines, water courses, exceptional topography, and buildings within or immediately adjacent to the tract to be subdivided;
- viii. Existing sanitary sewers, storm drains, water supply mains, water wells, and culverts within the tract and within 100' of the boundary of the proposed development;
- ix. The location, widths, and other dimensions of proposed public streets, private streets, or private access rights-of-way, alleys, utility easements, parks, other open spaces, and lots with proper labeling which shall be public and which shall be private; and
- x. North point, scale, and date.

208 xi. If a developer intends on phasing the project, the preliminary plat shall show
209 the proposed phasing plan.

210 a) Approval of the preliminary plat shall constitute approval of the
211 proposed phasing plan. Should the subdivider determine to phase the
212 plan differently than what was approved with the preliminary plat,
213 they shall be required to receive approval of an amended preliminary
214 plat.

215 B. APPROVAL PROCESS

216 i. Within fifteen (15) business days of receiving a complete application, the West
217 Haven City Administrative Land Use Authority (ALUA) shall review all preliminary
218 plats. An application shall be considered complete when the City has received
219 electronic copies of the following:

220 a) A preliminary plat, containing the information outlined in this Chapter, and which
221 shows the entirety of the subdivision, including all phases, and not just a portion
222 of the overall property;

223 b) A subdivision application containing the developer's contact information, the
224 proposed name, zone, number of units, type of housing, and a brief narrative of
225 the subdivision;

226 1. If the developer is not the owner of record of the subject property, developer
227 shall provide the City with a notarized statement from the owner stating
228 developer has the authority to act in the owner's name.

229 c) An acknowledgement that the applicant has received and reviewed the most
230 current version of the West Haven City Engineering Design Standards and
231 Specifications.

232 d) All applicable filing fees

233 1. Such fees shall be set by resolution or ordinance of the City Council and shall
234 be found in the West Haven City consolidated fee schedule.

235 e) Evidence that the subject property has clear title.

236 f) Notarized statements of one of the following options:

237 1. The property subject to the application is under a single ownership and the
238 applicant is the authorized agent; or

239 2. The developer is authorized to act on behalf of the owner(s) of the property;

240 ii. The ALUA shall set a time for reviewing the preliminary plat and shall notice said
241 review in the same manner as other public bodies.

242 iii. Should the ALUA, upon review of the preliminary plat, find that the needed changes
243 are significant enough to require resubmission of a preliminary, the ALUA shall
244 provide developer with such information as may be necessary to prepare the

245 resubmission. Any re-submissions shall be reviewed within fifteen (15) days of their
246 submittal and shall be reviewed/noticed in the same manner as the original
247 submission.

248 iv. Upon approval of the preliminary plat by the ALUA, the developer shall proceed to
249 prepare the final subdivision plat.

250 v. Within two (2) business days of approval, the Community Development staff shall
251 provide the developer with written notice of the approval, together with any
252 conditions which the ALUA shall deem necessary prior to or as part of the approval
253 of the final plat.

254 C. TIME LIMITATION.

255 i. Approval of the preliminary plat by the ALUA shall be valid for a period of twelve (12)
256 months, unless, upon application of the subdivider, the ALUA grants an extension, which
257 may only be granted if the subdivider applies for such extension prior to the expiration of
258 the approval.

259 ii. If the approval has expired, the subdivider shall be required to restart the approval
260 process and shall comply with ordinances which are in place at the time of the new
261 application.

262 a) An approval shall be considered expired if the final plat for the first phase of the
263 subdivision has not been submitted within the twelve (12) months.

264 D. GRADING LIMITATION. No site excavation or grading may occur prior to the ALUA
265 approval of the preliminary plat unless developer has obtained the written approval of the
266 West Haven City Engineer and if such approval is granted, excavation or grading shall
267 only occur in accordance with any applicable ordinance.

268 § 156.005 FINAL PLAT – REQUIREMENTS – APPROVAL – TIME LIMITATION

269 A. Plat Requirements. The final plat shall be drawn to scale on standard twenty-four inch by
270 thirty-six inch (24"x36") paper and shall include the following information:

- 271 i. The name of the subdivision and which phase (if applicable) the plat covers.
- 272 ii. The boundaries of the proposed subdivision, including sufficient information to
273 locate the project, and the total acreage of the project.
- 274 iii. A legal description of the property.
- 275 iv. The names and addresses of the owner, subdivider, if other than owner, and the
276 engineer or surveyor of the subdivision.
- 277 v. Date of preparation.
- 278 vi. Scale.
- 279 vii. The base heading of true north.

- 280 B. The final plat shall contain the following information:
- 281 i. Accurate dimensions for each lot, street, alley, easement, areas to be dedicated as
- 282 open space and other important features. Dimensions shall be shown in feet and
- 283 hundredths. Lot sizes shall be expressed in acreage.
- 284 ii. The street address for each lot. Lots on the south and west sides of the street shall
- 285 have odd numbers. Lots on the north and east sides of the street shall have even
- 286 numbers.
- 287 iii. An indication, based on the required geotechnical report, of whether lots will
- 288 require land drains.
- 289 iv. If the base flood elevations render lots within the subdivision unsuitable for
- 290 basements, then the final plat shall have a restriction on each lot indicating no
- 291 basements are allowed.
- 292 v. A description and delineation of other angles, distances, points, monuments,
- 293 markers, boundaries and other geometries as described in the West Haven City
- 294 Engineering Standards and Specifications.
- 295 vi. Standard signature forms, the wording of which is found in the West Haven City
- 296 Engineering Standards and Specifications, for the following:
- 297 a) Registered land surveyor's certificate of survey, as applicable under Utah
- 298 law;
- 299 b) Owner's signature of dedication;
- 300 c) Notary public acknowledgment;
- 301 d) City engineer's certificate of approval;
- 302 e) Utility companies' approval;
- 303 f) Land Use Authority approval;
- 304 g) City approval, signed by the Mayor and City Recorder if City Council is
- 305 required to approve the plat;
- 306 h) City attorney approval;
- 307 i) A block for use by the County Recorder containing the required recording
- 308 information
- 309 C. Additionally, construction plans shall be submitted with the final plat. These plans shall
- 310 detail the size, design, type and location of all infrastructure improvements proposed for
- 311 construction as part of the phase, including, but not limited to, streets, sidewalks, curbs,
- 312 utility pipes and other infrastructure. Construction plans shall be prepared in accordance
- 313 with the standards outlined herein and other such standards as may be found in the West
- 314 Haven City Engineering Standards and Specifications.

D. FINAL SUBDIVISION REVIEW AND APPROVAL

- i. Upon approval of the preliminary plat by the appropriate land use authority, the subdivider shall proceed to prepare the final plat. The land use authority for various subdivisions is found in Section 156.003 of this Chapter
- ii. A complete final plat application shall be received by the City no less than two weeks prior to the meeting date at which the applicant wishes it to be considered, for the designated land use authority for the plat.
- iii. Upon submission of a complete application for final plat approval, the land use authority shall proceed to review the application.
- iv. An application shall be considered complete when the City has received electronic copies of the following:
 1. A final plat, containing the information outlined in this Chapter;
 2. A subdivision application containing the developer's contact information, the proposed name, zone, number of units, type of housing, and a brief narrative of the subdivision;
 3. All applicable filing fees, which shall be set by resolution or ordinance of the City Council and shall be found in the West Haven City consolidated fee schedule.
 4. A complete set of all subdivision improvement plans related to the project infrastructure, both public and private.
 5. "Will-Serve" letters as outlined in this Chapter
 6. A geotechnical report
- v. The land use authority shall review the application at its next regularly scheduled meeting which is not less than fourteen (14) days from the time the complete application is received.
 - a. In cases where the land use authority is a member of the Community Development staff, staff shall review the application within fourteen (14) business days from the date the complete application is received.
- vi. After the land use authority has reviewed the final application, they shall provide the developer with any and all changes which need made prior to granting approval of the final plat.
- vii. Any re-submissions shall be reviewed within fifteen (15) days of their receipt and shall be reviewed/noticed in the same manner as the original submission.
- viii. Upon approval of the final plat application, the subdivider shall proceed to prepare a mylar for recording with the Weber County Recorder's Office

Time Limitation. Any final plat which has not been recorded within one (1) year of the date of approval shall be null and void and shall be required to file a new final plat application. Should

352 the West Haven City standards change to the point where the final plat is no longer feasible,
353 whether for reasons of design or reasons of health and safety, the developer shall be required to
354 prepare and submit a new final plat and begin the subdivision process anew.

355 **§ 156.006 REVIEW OF FINAL PLAT AND SUBDIVISION IMPROVEMENT PLANS**
356 **– DISPUTE RESOLUTION**

357 A. No later than twenty (20) business days after receipt of a complete application for review
358 of the subdivision final plat and subdivision improvement plans for a residential
359 subdivision for single-family dwellings, two-family dwellings, or townhomes, West
360 Haven City shall complete a first review cycle of such application and plans.

361 B. In reviewing such application and plans, West Haven City shall provide notice to the
362 applicant which requires:

363 i. Additional information relating to an applicant's plans to ensure compliance with
364 City ordinances and approved standards and specifications for construction of
365 public improvement; and

366 ii. Modifications to plans that do not meet current ordinances, applicable standards
367 or specifications, or do not contain complete information.

368 C. West Haven City's request for the above-information or modification to plans shall be
369 specific and shall include citations to ordinances, standards, or specifications that require
370 said modifications and shall be logged in an index of requested modifications/additions.

371 D. West Haven City shall not require more than four review cycles; however, a review cycle
372 shall not be considered complete and closed until the applicant has made all requested
373 modifications in the notice.

374 E. If the applicant does not submit a revised plan within twenty (20) business days after
375 West Haven City provides notification of the needed correction(s) or modification(s),
376 West Haven City shall have an additional twenty (20) business days to make its next
377 response.

378 F. Should applicant make a material change to the plans after the City has begun the review
379 cycle process, the City shall restart the review at the first review of the final application,
380 with respect to that portion of the plans affected by the material change(s).

381 G. Changes or corrections not addressed in the City's plan review, unless such changes or
382 corrections are necessitated by the applicants adjustment to plans/phases which thereby
383 adjusts the needed public infrastructure, are hereby waived.

384 i. Regardless of the above, modifications or changes which are necessary to protect
385 public health and safety or to enforce state or federal law may not be waived.

386 H. After the applicant has responded to the final review cycle and complied with each
387 modification requested in the prior cycle, West Haven City shall not require any
388 additional changes unless the applicant materially changes the plan, unless such changes
389 are in response to requested modifications or corrections.

8/9/23 Draft - NOT FOR APPROVAL

- 390 I. Applicant shall be required to provide written, specific, and comprehensive responses to
391 West Haven City's review comments, identifying and citing standards, ordinances, or
392 sources for those comments with which applicant declines to comply.
- 393 J. Disputes arising from the review and implementation of the fourth or final review cycle
394 shall be handled as follows:
- 395 i. For disputes arising from review and implementation of the subdivision
396 ordinance, the applicant shall be advised, in writing, of the deficiencies and shall
397 have the right to appeal the determination to the West Haven City Administrative
398 Hearing Officer.
- 399 ii. For disputes arising from the review of subdivision improvement plans, West
400 Haven City shall assemble an appeal panel as outlined below, which panel shall
401 review and approve or deny the final set of revised plans:
- 402 a. The panel shall consist of:
- 403 1. One licensed engineer, designated by West Haven City;
- 404 2. One licensed engineer, designated by the applicant; and
- 405 3. One licensed engineer, mutually agreed upon and designed by the
406 engineers previously designed above.
- 407 b. A member of the panel may not have an interest in the application
408 under appeal.
- 409 c. The applicant and City shall equally share the costs of the panel.
- 410 d. The applicant shall be responsible for the City's established appeal fee.
- 411 e. The decision of the appeal panel is final, subject to a petition to District
412 Court for review of the decision, which must be filed not later than 30
413 days from the time the panel issues its decision.
- 414 K. The review of non-residential subdivisions and those residential subdivisions which
415 involve the construction of condominium or multi-family units, including subdivisions
416 which will involve a combination of housing types, one of which is condominium or
417 multi-family units, shall proceed in a similar manner as above, with the review time limit
418 increasing to thirty days (30) per review cycle.

419 **§ 156.007 SUBDIVISION STANDARDS**

- 420 A. Stamped By Licensed Engineer. Any other provision of this chapter or any other city
421 ordinance notwithstanding, each preliminary or final subdivision, or other development,
422 plan submitted for review to the city shall, be required to be stamped by a engineer or
423 surveyor, duly licensed by the State of Utah, and as appropriate to the plan submitted.
- 424 B. Developer to Bear Engineering Costs. Any other provision of this chapter, or any other
425 city ordinance notwithstanding, developers submitting preliminary or final subdivision,
426 or other development, plans for review by the City Engineer shall be required to pay the

- 427 cost of those plan reviews. The City provide the developer with a documented billing
428 record of such reviews and developer will pay the billing directly to the city.
- 429 C. Related To Adjoining Street Systems. Streets shall be located within the subdivision so
430 that they connect with existing streets. Streets shall be located so that the adjoining land
431 is not diminished in value. If the adjoining land is zoned for residential purposes, streets
432 shall be located so that the adjoining land can be efficiently subdivided and shall
433 terminate at the adjoining property line.
- 434 D. Phasing. Phasing of subdivisions shall be done in a manner which maximizes
435 connectivity with pre-existing streets and subdivisions surrounding the proposed
436 development and in a manner which reduces the impact on pre-existing streets in
437 subdivisions to the extent possible.
- 438 E. Street And Alley Widths, Cul-De-Sacs, Easements.
- 439 i. Streets in subdivisions shall be dedicated to the city as public streets, unless
440 otherwise approved by the Planning Commission, upon recommendation of the
441 City Engineer.
- 442 ii. Major and collector streets shall conform to the width designated on the
443 Transportation Master Plan.
- 444 iii. The width, grade, and design of all streets shall conform to the West Haven City
445 Engineering Standards and Specifications, specifically the section "Road
446 Standards."
- 447 iv. Half-streets proposed along a subdivision boundary or within any part of a
448 subdivision shall not be approved unless reviewed and approved by the City
449 Engineer.
- 450 F. Blocks
- 451 i. The maximum length of blocks generally shall be 1,300 feet and the minimum
452 length of blocks shall be 500 feet. Blocks over 800 feet in length may, at the
453 discretion of the Planning Commission, be provided with a dedicated walkway
454 through the block at approximately the center of the block. Such walkway shall be
455 not less than six feet in width.
- 456 ii. The width of blocks shall be sufficient to allow two tiers of lots, or as otherwise
457 approved by the Planning Commission because of design, terrain, or other
458 unusual conditions.
- 459 iii. Blocks intended for business or industrial use shall be designed specifically for
460 such purposes with adequate space set aside for off-street parking and delivery
461 facilities.
- 462 G. Lots

- 463 i. The lot arrangement and design shall be such that lots will provide satisfactory
464 and desirable sites for buildings, and be properly related to topography and to
465 existing requirements.
- 466 ii. All lots shown on the subdivision plat must conform to the minimum area and
467 width requirements of the zoning ordinance for the zone in which the subdivision
468 is located
- 469 iii. Each lot shall abut on a public street, private street, or private access right-of-way
470 dedicated by the subdivision plat or an existing publicly-dedicated street, all of
471 which must conform to the West Haven City Road Standards.
- 472 iv. Corner lots shall have extra width sufficient for the maintenance of required
473 building lines on both sides.
- 474 v. Side lines of lots shall be approximately at a right angle, or radial, to the street
475 line.
- 476 vi. Remainder parcels are not permitted.
- 477 H. Post Office Coordination. Regulations promulgated by the United States Postal Service
478 relating to mailboxes and similar receptacles, including, but not limited to, the installation
479 and approved types of said receptacles, are hereby incorporated by this reference as if
480 fully set out herein, and a violation of said regulations shall constitute a violation of this
481 subchapter.

482 I. Identification Of Floodplain.

- 483 i. In all major subdivisions, base flood and ground elevation data shall be provided
484 for each lot by the developer and their engineer.
- 485 ii. In accordance with guidelines set by the National Flood Insurance Program, the
486 elevations of the lowest inhabitable floor for any building or structure shall be
487 equal to or higher than the base flood elevation as determined by the flood hazard
488 boundary map and the City Engineer.

489 **§156.008 SUBDIVISION IMPROVEMENTS REQUIRED** The owner of any land to be
490 platted as a subdivision shall, at his or her own expense, install the following improvements prior
491 to recording the final plat, or except as provided in § 156.091(A)(2)(b), according to the
492 specifications and standards contained in the West Haven City Engineering Design Standards
493 and Specifications.

- 494 A. Culinary Water. As part of the preparation and submission of engineering civil
495 documents for a subdivision, subdivider shall be required to provide written notification
496 (“will-serve letter”) from the water district in which the property lies. Such will-serve
497 letter shall be dated no more than 30 days prior to the date of the submission and shall
498 state clearly that the water district has reviewed the proposed subdivision and has the
499 capability of providing adequate culinary water supplies to the subdivision.
- 500 B. Sanitary Sewer. As part of the preparation and submission of engineering civil
501 documents for a subdivision, subdivider shall be required to provide written notification

502 (“will-serve letter”) from the West Haven Special Service District and the Central Weber
503 Sewer District. Such will-serve letter shall be dated no more than 30 days prior to the
504 date of the submission and shall state clearly that the water district has reviewed the
505 proposed subdivision and has the capability of providing adequate sanitary sewer service
506 to the subdivision

507 C. Stormwater.

- 508 i. All subdivisions in West Haven City are required to dispose of stormwater, the
509 design and function of which must be approved by the City Engineer. The City
510 Engineer may require such design to include any easement necessary for the
511 stormwater structure to serve its intended purpose.
- 512 ii. Drainage structures, such as stormwater detention facilities shall be dedicated or
513 otherwise transferred to the city or its designate. If the developer chooses to
514 maintain the drainage structure privately, the developer shall present the City with
515 evidence that the necessary mechanisms are in place for the ongoing ownership
516 and maintenance of the structures, in which case the City shall be granted an
517 easement over the detention facilities to guarantee such facilities will remain and
518 be used as intended for stormwater detention purposes.

519 D. Curb, Gutter, Sidewalk. As part of the design of streets in a subdivision, developer shall
520 provide curb, gutter and sidewalk unless the subdivision is located in the A-1 or A-2
521 zone, in which case curb, gutter and sidewalk shall not be required, but developer shall be
522 required in those zones to provide adequate facilities for the removal of surface water, the
523 design of which shall be approved by the City Engineer.

524 E. Monuments. Permanent monuments shall be accurately set and established at such points
525 as are necessary to definitely establish all lines of the plat except those outlining
526 individual lots. Monuments shall be of a type specified in the City Engineering Design
527 Standards & Specifications.

528 F. Street Trees. Street trees shall be planted by the subdivider when so required by the
529 Planning Commission and of a variety and location as approved by the Planning
530 Commission.

531 G. Street Signs. Street signs shall be installed by the subdivider at all locations as designated
532 by the City Engineer. The City will provide the subdivider with the necessary signs

533 H. Developers proposing to develop or subdivide adjacent to a canal shall, as part of the
534 preparation and submission of engineering civil documents for a subdivision, provide
535 written documentation that the canal company responsible for that canal is satisfied that
536 the development will not encroach on the canal company’s maintenance right-of-way or
537 otherwise impede canal operations;

538 I. Staking Of Lots. Survey stakes shall be placed at all lot corners to clearly identify the lot
539 boundaries on the ground.

- 540 J. Peripheral Fencing. Subdivisions adjacent to agricultural operations shall provide fencing
541 on the perimeter of the subdivision so as to provide protection to adjacent farming lands
542 from the adverse effects of residential living, and vice versa.
- 543 K. Secondary Water. Not all subdivisions in West Haven City will have access to secondary
544 water. Subdividers who choose to provide secondary water shall, as part of the
545 preparation and submission of engineering civil documents for a subdivision, provide the
546 City with written documentation ("will-serve letter") of the secondary water provider's
547 review and acceptance of any proposed secondary water facilities, structures, or plans.
- 548 L. Fire Hydrants. All portions of a subdivision, including lots, streets, open space and other
549 infrastructure or amenities, whether public or private, are required to be located within
550 500' of a fire hydrant. The review and approval of hydrant placement shall be done by
551 the Weber Fire District. Subdividers shall be required to provide the City with written
552 documentation of the Weber Fire District approval.
- 553 M. Private Land Drains. Areas in West Haven City have fluctuating groundwater levels that
554 may render individual lots unsuitable for basements without the inclusion of a private
555 land drain. The required geotechnical report shall indicate which lots in the subdivision
556 will need land drains prior to construction of a basement.
- 557 i. Land drains shall be inspected as part of the building inspection process.
- 558 ii. The design of private subsurface land drains shall be approved as part of the
559 review and approval of the subdivision engineering civil design documents.
- 560 iii. No building permit will be issued for any lot until the subdivider provides the City
561 with clear indication of whether or not a land drain is needed for that lot.
- 562 **§ 156.009 GUARANTEE OF IMPROVEMENTS.** In lieu of actual installation of the
563 improvements required by this chapter, the subdivider may guarantee the installation thereof by
564 one of the methods specified as follows:
- 565 A. The subdivider may furnish and file with the City Manager a letter of credit from a
566 financial institution, such a financial institution being approved by the City Manager, in
567 an amount equal to the future cost of the installation of the improvements at the
568 termination of the bonding period, as estimated by the City Engineer, to assure the
569 installation of such improvements within a two-year, or shorter or longer, period if
570 otherwise established by the City Council from the approval date of the subdivision plat
571 by the City Council, which bond shall be approved by the City Council; and
- 572 B. The subdivider may deposit in escrow, with an escrow holder approved by the City
573 Manager, an amount of money equal to the future cost of the improvements at the
574 termination of the escrow period estimated by the City Engineer, as foresaid, under an
575 escrow agreement to assure the installation of said improvements within a two-year, or
576 shorter or longer, period if otherwise established by the City Council, from the approval
577 date of the subdivision plat by the City Council, and shall be filed with the City Clerk.
- 578 C. The documents aforesaid shall contain such terms and conditions required by the City
579 Manager and shall be approved as to form by the City Attorney. The Community

580 Development Director is authorized to prescribe by administrative rules or regulations,
581 forms, and procedures to ensure the orderly, regular, and efficient processing of
582 applications for the approval of a proposed subdivision and the guarantee of
583 improvements in strict compliance with the requirements of this chapter.

584 D. Whenever the subdivider develops a subdivision a portion at a time, such development
585 shall be in an orderly manner and in such a way that the required improvements will be
586 made available for the full, effective, and practical use and enjoyment thereof by the
587 lessees or grantees of any of the lands subdivided within the time hereinbefore specified.

588 E. The City Council is authorized and directed from time to time, at the request of the
589 subdivider or his or her successors in interest, to execute a release of record from the
590 burden of the aforesaid bond, or escrow agreement, when all obligations as to which have
591 been fully performed by the installation of the improvements.

592 **§ 156.010 BOND FOR CURB, GUTTER DAMAGE.**

593 A. Each builder of a home shall be required to post a bond in the amount of \$500 to ensure
594 that any damage done to the city's curbs and gutters during the building construction on
595 adjacent lots will be able to be repaired at no cost to citizens.

596 B. Upon inspection by, and approval of, the City Engineer, either:

- 597 1. The funds posted under the bond required above shall be utilized to repair damage
598 done to curbs and gutters during construction, if any, with:
- 599 2. Any monies not used for those repairs to be returned to the individual who posted
600 the bond; or
- 601 3. If the money posted under the bond is insufficient to cover the cost of repairs as
602 determined to be required by the City Engineer, the builder will be contacted and
603 shall provide such additional sums as shall reasonably be necessary to complete the
604 repairs.

605 C. If there is no damage identified by the City Engineer, the bond shall be released to the
606 party who provided the bond.

607 **§ 156.011 INSPECTION OF IMPROVEMENTS.** The City Engineer, Building Official,
608 and Public Works Director, or their designee, shall inspect, or cause to be inspected, all
609 buildings, structures, streets, fire hydrants, and water supply and sewage disposal systems in the
610 course of construction, installation, repair, and the like. Excavation for fire hydrants, water, and
611 sewer mains, and laterals shall not be covered over or back filled until such installations shall
612 have been approved by the City Engineer. If any such installation is covered before being
613 inspected and approved, it shall be uncovered after notice to uncover has been issued to the
614 responsible person by the City Engineer.

615 **§ 156.012 CONDITIONS, COVENANTS, & RESTRICTIONS**

616 A. Developers who elect to have commonly owned and maintained areas in their
617 subdivision shall prepare restrictive covenants (CC&Rs) outlining provisions for the

618 perpetual maintenance and management of such areas. Such CC&Rs shall be recorded
619 with the Weber County Recorder's Office.

620 B. As CC&Rs are private contracts between the developer and homeowner(s), West Haven
621 City takes no responsibility for the enforcement of CC&Rs, nor assumes any liability for
622 the failure of a developer to perform any representations contained therein.

623 **§ 156.013 PENALTY.** Any person who shall violate any of the provisions of this chapter
624 shall, upon conviction thereof, be punished by a fine not exceeding \$1,000 or imprisonment in
625 the County Jail for a period not exceeding six months, or by both fine and imprisonment.

STAFF REPORT

TO: Planning Commissioners
FROM: Shari Phippen, Aliko Murphy

DATE: August 23, 2023

SUBJECT: Zoning Map Discussion



As the Commission is aware, last summer, staff rezoned 9 subdivisions which had inappropriately been developed in the Open Space zone, a zone which does not allow for residential development. Upon completion of those rezones, staff wanted to do a deep dive into the zoning of the entire the City to make sure that everything was zoned correctly.

Prior to current staff coming on board in September 2021, rezones were handled by the engineer marking up a map and handing it off to be updated, rather than providing the rezone ordinances and allowing a surveyor/engineer to make the changes based on the text of the ordinance.

Over the past 7 months, staff has worked with Gardner Engineering to gather all ordinances and MDAs from the beginning of the incorporation of the city to present day that address the zoning of various properties and produce a zoning map based on that. Any property that did not have a zone assigned to it through an ordinance was defaulted to a Weber County 1974 zoning map and was either considered A-1 or A-2. Staff has NOT rezoned anything, all zoning is based on ordinances, MDAs or the Weber County 1974 zoning map.

There are a handful of properties that are showing up different on the draft updated zoning map due to the verbiage of any ordinance that was assigned to the property or there was no ordinance that was assigned to them.

There are a few changes to residential properties which will need to happen after the updated zoning map is adopted. Those changes will need to happen because, similar with the Open Space issue last summer, those properties were developed in a zone that does not allow residential uses. The subdivisions which will need rezoned are:

- 1- Country Cove Subdivision:** This subdivision is showing up as commercial instead of a residential zone. Looking back at the subdivision file, it appears that there was a rezone done from A-1 to C-2, but there is no clarification as to why that was done. At this point, it would be best to rezone to an appropriate residential zone.
- 2- Yulisa Estates:** Originally, Yulisa Estates was zoned R-4 with Ordinance 24-18, but then Ordinance 27-18 which rezones all the property that now makes Tuscan Meadows still had a description in the ordinance that described a previous parcel that became part of Yulisa Estates, thereby rezoning a part of it to mixed-use.
- 3- Grace Park Subdivision:** Currently, half the subdivision is zoned as R-2.5 and the other half is zoned as R-2. It seems that the ordinance that rezoned the parcel on the East side

of the subdivision calls it out as being R-2 instead of R-2.5 which was what was written on the public notice and was the original intent according to the minutes.

- 4- **Meadows at West Haven Ph 1 and 2:** Currently, Ordinance 12-2001 rezones a portion of this development from A-1 to C-2ZC and there is no other ordinance that rezones the rest of the development. The development is showing up as mostly A-1 and A-2 due to the underlying 1974 zoning map.

Upon advice of the City Attorney, the City should adopt this map as is and then make the needed changes after that. This way, there is a fixed date that the map in its entirety is adopted and then all rezones can be figured from that point forward.

Absent these specific changes that have to be made, with a process similar to what we went through last summer, no changes can be made to the zoning without the specific consent of the property owners. There are a couple of places where this may be a concern, but we cannot go in and rezone properties unless it is to correct a mistake that was made in the wording of the original ordinance, which is the case with the residential areas.

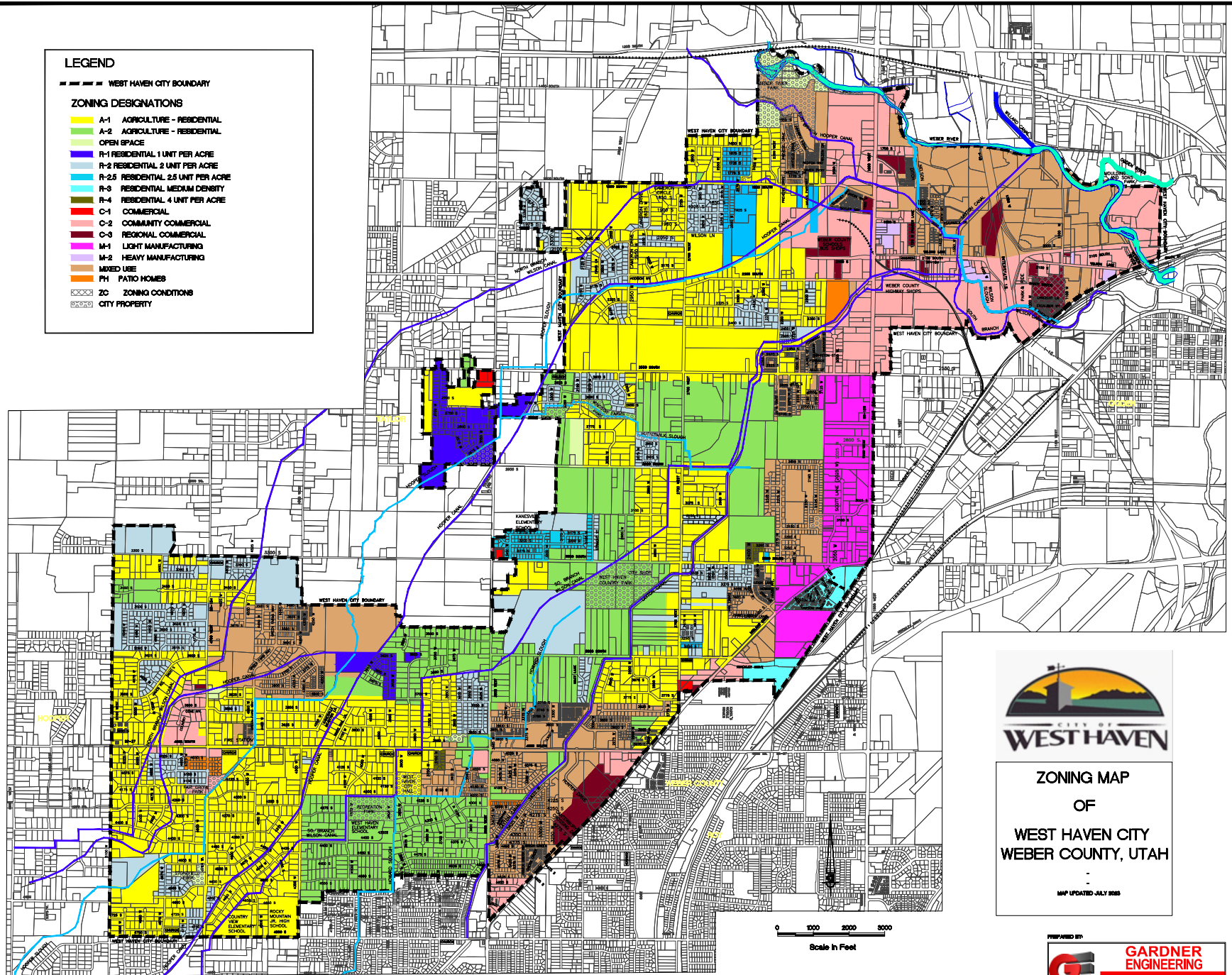
Staff recommends that the Commission have this discussion and, if the questions are answered to everyone's satisfaction, staff will schedule the public hearing for September 13, 2023.

LEGEND

WEST HAVEN CITY BOUNDARY

ZONING DESIGNATIONS

- A-1 AGRICULTURE - RESIDENTIAL
- A-2 AGRICULTURE - RESIDENTIAL
- OS OPEN SPACE
- R-1 RESIDENTIAL 1 UNIT PER ACRE
- R-2 RESIDENTIAL 2 UNIT PER ACRE
- R-2.5 RESIDENTIAL 2.5 UNIT PER ACRE
- R-3 RESIDENTIAL MEDIUM DENSITY
- R-4 RESIDENTIAL 4 UNIT PER ACRE
- C-1 COMMERCIAL
- C-2 COMMUNITY COMMERCIAL
- C-3 REGIONAL COMMERCIAL
- M-1 LIGHT MANUFACTURING
- M-2 HEAVY MANUFACTURING
- MU MIXED USE
- PH PATIO HOMES
- ZC ZONING CONDITIONS
- CP CITY PROPERTY



ZONING MAP OF WEST HAVEN CITY WEBER COUNTY, UTAH

MAP UPDATED JULY 2025

PREPARED BY:



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