



WEST HAVEN CITY COUNCIL AGENDA

September 17, 2025 6:00 P.M.

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

NOTICE IS HEREBY GIVEN THAT ON **September 17, 2025** THE COUNCIL OF WEST HAVEN CITY WILL HOLD THE FOLLOWING PUBLIC MEETINGS: **5:00 PM**: COUNCIL WORK SESSION AND **6:00 PM**: REGULAR WEDNESDAY CITY COUNCIL MEETING. JOIN US DIGITALLY FOR THE WORK SESSION AND COUNCIL MEETING AT [HTTPS://US06WEB.ZOOM.US/J/81581435918](https://us06web.zoom.us/j/81581435918). WATCH LIVE AT [HTTP://WWW.YOUTUBE.COM/@CITYOFWESTHAVENUTAH4030](http://www.youtube.com/@cityofwesthavenutah4030).

5:00 Work Session – In City Council Chambers

NO ACTION CAN OR WILL BE TAKEN ON ANY AGENDA ITEMS DISCUSSED DURING WORKSESSION - DISCUSSION OF SUCH ITEMS IS FOR CLARIFICATION.

MEETING TO ORDER: MAYOR VANDERWOOD

REPORTS AND DISCUSSION AS FOLLOWS:

1. Discussion-Elected Officials and City Manager Updates
2. Discussion-RAMP Grant Project List-Sheri Bingham, Special Events and Grant Coordinator
3. Discussion-Concept Plan-Commercial and Townhome Development-3300 S 3500 W-Ryan Whitby

6:00 Regular City Council Meeting

1. **MEETING CALLED TO ORDER:** Mayor Vanderwood
 2. **OPENING CEREMONIES**
A. PLEDGE OF ALLEGIANCE Councilmember Call
B. PRAYER/MOMENT OF SILENCE Councilmember Saunders
 3. **SWEARING IN CEREMONY-YOUTH COUNCIL**
 4. **PUBLIC PRESENTATION:** Resident(s) attending this meeting will be allotted 2 minutes to express a concern or ask a question about any issue that **IS NOT ON THE AGENDA**. No action can or will be taken on any issue(s) presented.
 5. **UPCOMING EVENTS**

Music Circle	September 22, 2025	7:00 PM
Senior Lunch Bunch	September 24, 2025	11:30 AM
Arts Festival	September 20, 2025	5:00 PM-8:00 PM
Utah League of Cities and Towns Annual Convention	October 1-2, 2025	
Dumpster Days	October 16-18, 2025	
Pumpkin Walk	October 27, 2025	6:30 PM
 6. **COUNCIL UPDATES**
- ***AGENDA ACTION ITEMS*****
7. **ACTION ON CONSENT AGENDA**

A. CITY COUNCIL MINUTES	MEETING HELD	August 20, 2025
B. STAKER PARSON COMPANIES	\$149,521.35	Inv.# 213963-1
C. STAKER PARSON COMPANIES	\$741,733.41	Inv.# 214031-3

8. **PUBLIC HEARING-FOR THE PURPOSE OF SOLICITING PUBLIC INPUT ON AMENDING THE WEST HAVEN CITY CONSOLIDATED FEES AND FINES SCHEDULE-STEPHEN NELSON, COMMUNITY DEVELOPMENT DIRECTOR**
9. **ACTION ON RESOLUTION 46-2025-AMENDING THE WEST HAVEN CITY CONSOLIDATED FEES AND FINES SCHEDULE**
10. **ACTION ON PLANNING COMMISSION MEETING RECOMMENDATION(S)**
A. ACTION ON ORDINANCE 10-2025-AMENDING TITLE III ADMINISTRATIVE CHAPTER 32 ORGANIZATIONS, AND TITLE XV LAND USAGE, INCLUDING CHAPTER 150 GENERAL PROVISIONS, CHAPTER 156 SUBDIVISION STANDARDS, AND CHAPTER 157 ZONING REGULATIONS-STEPHEN NELSON, COMMUNITY DEVELOPMENT DIRECTOR
11. **ACTION ON RESOLUTION 47-2025-EXTENSION OF THE UTOPIA FIBER NETWORK TO STONEFIELD PARK WITH UTOPIA BEING AN INTERNET SERVICE PROVIDER FOR THIS INTERNET CONNECTION-SHAWN WARNKE, CITY MANAGER**
12. **ACTION ON RESOLUTION 48-2025-AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN WEST HAVEN CITY AND TAYLOR WEST WEBER WATER IMPROVEMENT DISTRICT-EDWARD MIGNONE, CITY ENGINEER**
13. **PRESENTATION AND DISCUSSION-AT THE MAYOR AND CITY COUNCIL'S ELECTION CONTINUATION OF ANY AGENDA ITEM FROM THE 5:00 WORK SESSION**
14. **EXECUTIVE SESSION**-The Council will consider a motion to enter into a closed meeting for the purpose of a strategy session to discuss pending or reasonably imminent litigation and the purchase, exchange, or lease of real property; To be held in accordance with the provisions of Utah Code 52-4-205
15. **ADJOURNMENT**

Emily Green

Emily Green, City 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@westhavencity.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 westhavencity.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

STAFF REPORT

TO: Mayor and City Council
FROM: Sheri Bingham, Special Events Coordinator
DATE: September 11, 2025
SUBJECT: Ramp Grants 2026



The following staff report discusses ideas for Ramp Grants selection 2026

Background

Weber County awards grants each year in the following categories:

Major Grant - Parks and Recreation, and Arts and Museums. These grants are for \$200,000 or more.

- Parks and Recreation - An entity can apply for 3 grants. These grants are for less than \$200,000.
- Arts and Museums- An entity can apply for 3 grants. These grants are for less than \$200,000.

An entity can also apply for 3 EZ Grants for \$2,000.

Major, Arts and Museum Grant, Parks and Recreation Grants are all due January 16th, EZ are due March 20th.

Analysis

Suggested grants -

Major Grant - Windsor Park Phase 2 - Earthwork, Irrigation, Planting, and Trail - 1.7 million dollar project

- \$500,000 grant
- Remaining funds Park fees, ARPA funds

Arts and Museums

Art Murals - Underpass on 4000 South and/or the back of the salt sheds at the Public Works Complex (approximately 125' in length) - \$50,000

- \$20,000 budget money
- \$25,000 grant
- \$5,000 in-kind

West Haven Days Celebration (includes concert, Queen Contest, Adult and Youth Rodeo) - \$35,000

- Part of West Haven Days Budget
- \$35,000 grant

Arts Council - Yearly arts program and Arts Festival - \$20,000

- \$20,000 grant
- Cash items from arts cancel budget
- In-kind volunteer hours

Parks and Receptions

Poulter Pond Park - 30' x 30' pavilion - \$156,000

- \$78,000 Grant
- Remainder park fees and in-kind

Poulter Pond playground - \$113,500

- \$56,750 grant
- Remainder park fees and in-kind

Green Farm's Center - Park Restroom - \$166,000

- \$83,000 - grant
- \$83,000 - Park impact fees and in-kind



WEST HAVEN CITY COUNCIL MEETING MINUTES

August 20, 2025 6:00 P.M.

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

Present:	
Rob Vanderwood	Mayor
Nina Morse	Councilmember
Ryan Swapp	Councilmember
Carrie Call	Councilmember
Ryan Saunders	Councilmember
Kim Dixon	Councilmember
Shawn Warnke	City Manager
Emily Green	City Recorder
Amy Hugie	City Attorney
Stephen Nelson	Community Development Director
Edward Mignone	City Engineer
Daniel Tanner	Code Enforcement Officer
John Wallace	Public Works Director
Sheri Bingham	Special Events and Grants Coordinator
Excused:	

5:00 Work Session – In City Council Chambers

NO ACTION CAN OR WILL BE TAKEN ON ANY CITY COUNCIL MEETING AGENDA ITEMS DISCUSSED DURING PRE-COUNCIL WORKSHOP - DISCUSSION OF SUCH ITEMS IS FOR CLARIFICATION OF AGENDA ITEMS.

MEETING TO ORDER: **MAYOR VANDERWOOD**

REPORTS AND DISCUSSION AS FOLLOWS:

1. Discussion-Elected Officials and City Manager Updates

Shawn Warnke said that Stonefield Park restrooms had been damaged earlier in the year, but the repairs have been made and we are awaiting a final inspection. He said that work is under way for the pathway project and they have completed the segment from 3300 S to 2900 S. He said they started the structure of the bridge over the canal and the construction of the pathway from 2900 S to 2550 S. All the work is anticipated to be done by the end of next week.

2. Discussion-RAMP Grant Project List-Sheri Bingham, Special Events Coordinator

Sheri Bingham went over the suggested projects for RAMP grants. She suggested combining the concert and rodeo grants as one.

Mayor Vanderwood asked if it would be better to paint murals in the tunnels more or paint the public works building.

Councilmember Saunders said the public works building is more visible and should probably have a professional artist and suggested volunteers for the tunnel.

Shawn Warnke said the beautification committee discussed a call for submissions from artists and the different ways that could be approached.

Councilmember Dixon suggested doing a mural in another located for the 250th anniversary.

Sheri Bingham suggested doing more with the Arts Council for their monthly classes.

Councilmember Dixon asked if there are any grants that could help the Historic Preservation Committee.

Sheri Bingham suggested historical markers or a program.

Mayor Vanderwood suggested artwork for the Council chambers. He suggested putting together a list of potential costs for each project.

3. Presentation-West Haven Days Report-Sheri Bingham, Special Events Coordinator

Sheri Bingham went over revenue and expenses for the 2025 West Haven Days event.

4. Discussion-Possible Betterments for UDOT SR 108 (Midland Drive) Clinton to West Haven Road Widening Project-Shawn Warnke, City Manager

Shawn Warnke said the overall budget for this project includes funds for betterments and the current suggestion is to powder coat the streetlights.

Councilmembers Swapp, Saunders, and Morse liked the idea of planting street trees.

6:00 Regular City Council Meeting

1. MEETING BROUGHT TO ORDER:

The Council met at their regularly scheduled meeting held in the Council Chambers. Mayor Vanderwood brought the meeting to order at 6:05 PM and welcomed those in attendance.

2. OPENING CEREMONIES

A. PLEDGE OF ALLEGIANCE

Councilmember Swapp

B. PRAYER/MOMENT OF SILENCE

Councilmember Dixon

3. PUBLIC PRESENTATION: Resident(s) attending this meeting will be allotted 2 minutes to express a concern or ask a question about any issue that IS NOT ON THE AGENDA. No action can or will be taken on any issue(s) presented.

Tyler Peterson said he has serious concerns for the connector road outlined on the general plan from 3300 S to 3600 S. He suggested trying another option in where to place the road.

Jessica Peterson expressed safety concerns for children if the connector road from 3300 S to 3600 S is constructed. She said she does not want the connector road.

Steve Prevedel said he would like the City to purchase his property if they plan on building the connector road from 3300 S to 3600 S.

S'Tracy McClellan expressed concerns about the connector road from 3300 S to 3600 S making things unsafe for pets and children.

David McClellan expressed concerns about the connector road from 3300 S to 3600 S creating noise pollution and vehicles speeding.

Emerson Steed expressed concern about the connector road from 3300 S to 3600 S coming in because he feels his children would be required to play in the backyard only. He asked the City to consider a study for the road and reconsider the placement of the road.

Nicole Simmons strongly opposes the connector road from 3300 S to 3600 S. She said she understands the need to address traffic concerns but that it would come at a great price to the people the City Council represents by taking homes, investments, and memories. She expressed safety concerns for children and said this would diminish property values.

Missy Haslam said she was frustrated that she did not know about the connector road from 3300 S to 3600 S in advance of purchasing her home. She said she expected the kids to be able to use the area slated for the road as a way to get to other homes to play with their friends.

Bill Gibson said he found out about the connector road from 3300 S to 3600 S two years ago. He expressed concern over noise pollution with the traffic. He asked the City to reconsider where they put the road.

Josh Luck said he strongly opposes the connector road from 3300 S to 3600 S. He said he lives in a quiet safe neighborhood and this road would bring noise and light pollution and put children at risk. He asked the City to reconsider the placement of the road.

Angie Kellett asked the City to look at the properties in person before deciding on the connector road from 3300 S to 3600 S.

Kyren Smith said he strongly opposes the connector road from 3300 S to 3600 S going in. He said he moved here because small town feel and safety are prioritized by the City Council.

Dave Prevedel feels the connector road from 3300 S to 3600 S is arbitrarily placed in the City. He said it seems the north and south roads are handling the traffic pretty well. He said that this road is not needed.

Susan Hymas said she bought her property to rehabilitate horses that were unwanted. She said that when 3300 S was expanded it created more noise and this connector road from 3300 S to 3600 S would also do the same. She expressed safety concerns for children and animals. She also expressed concerns for littering.

Givanni Mikel said they bought their home because they were told the area where the connector road from 3300 S to 3600 S is planned would be open space.

Andrew Sieler opposes the connector road from 3300 S to 3600 S. He said he doesn't see a traffic problem that would warrant the construction of this road. He suggested using the funds elsewhere that might benefit the community. Urged the City to reconsider.

Heather Young expressed concern about the connector road from 3300 S to 3600 S creating safety concerns for children.

Sydney Fuller said their family had made great connections in their neighborhood and felt the connector road from 3300 S to 3600 S would sever that connection. She expressed safety concerns for children.

Mark Haslam asked if the City could analyze all other options for the connector road from 3300 S to 3600 S.

Zachary Orme said he is opposed to the connector road from 3300 S to 3600 S. He feels it would divide the neighborhood and make it unsafe for the kids to cross.

Doug Whiting said that if a majority of the people in the area where the connector road from 3300 S to 3600 S is supposed to go do not want it, why would we do it.

Rendal Robinson said he wouldn't be able to get to the back of his property if the connector road from 3300 S to 3600 S goes in. He said he opposes the connector road.

Michael Morris said he plans on raising a family here soon and expressed concerns about safety and littering if the connector road from 3300 S to 3600 S is put in. He said they would not have purchased their home if they had known the road was coming in.

Sage McCammon she said her property falls into the agricultural zone and that the connector road from 3300 S to 3600 S would take away their farm land and their ability to farm. She expressed safety concerns for children and concern about littering. She said she is strongly opposed to it.

Mayor Vanderwood said he has a lot of empathy for this and said a lot of us come from rural backgrounds. He said there isn't a way to make everyone in the city happy. He noted that on the community survey, residents most wanted to see commercial development and infrastructure. He said that for this particular corridor there are no set entry or exit points. He said this corridor was planned by the Wasatch Front Regional Council and Weber Area Council of Governments. He said he appreciates the residents being here tonight.

Councilmember Dixon said she appreciates how respectful everyone was tonight and is thankful for their participation.

Councilmember Morse said she has a great deal of respect when a neighborhood comes together like this.

4. **UPCOMING EVENTS**

Music Circle	August 25, 2025	7:00 PM
Senior Lunch Bunch	August 27, 2025	11:30 AM
Arts Festival	September 20, 2025	5:00 PM-8:00 PM
Utah League of Cities and Towns Annual Convention	October 1-2, 2025	
Utah League of Cities and Towns and Wasatch		
Front Regional Council Administrative Advisor Event	September 3, 2025	5:30-8:00 PM

5. **COUNCIL UPDATES**

Councilmember Dixon said that they elected new Youth Council leaders and would like to have the swearing in ceremony next meeting.

Councilmember Saunders said the Beautification Committee will be doing their day of service on September 6, 2025, at Poulter Pond at 8:00 AM.

*****AGENDA ACTION ITEMS*****

6. ACTION ON CONSENT AGENDA

A. CITY COUNCIL MINUTES
B. PLAY & PARK STRUCTUES
C. PLAY & PARK STRUCTUES

MEETING HELD
\$57,123.62
\$145,980.92

August 6, 2025
Inv.# PJI-0082349
Inv.# PJI-0082243

Councilmember Call made a motion to approve the consent agenda. Councilmember Saunders seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Swapp, Councilmember Morse
NAYS:	
RECUSED:	

7. PUBLIC HEARING-FOR THE PURPOSE OF SOLICITING PUBLIC INPUT ON AMENDING THE CITY CODE CHAPTER 155: STORMWATER QUALITY MANAGEMENT

Edward Mignone said the changes made in the draft are to meet the state statute.

Councilmember Dixon made a motion to enter into public hearing. Councilmember Morse seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Swapp, Councilmember Morse
NAYS:	
RECUSED:	

Mayor Vanderwood invited the public up for comment.

No one came up at this time.

Councilmember Morse made a motion to leave public hearing. Councilmember Saunders seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Swapp, Councilmember Morse
NAYS:	
RECUSED:	

8. ACTION ON ORDINANCE 09-2025-AMENDING THE CITY CODE CHAPTER 155: STORMWATER QUALITY MANAGEMENT-EDWARD MIGNONE, CITY ENGINEER

Councilmember Swapp made a motion to adopt ordinance 09-2025. Councilmember Morse seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Swapp, Councilmember Morse
NAYS:	
RECUSED:	

9. PUBLIC HEARING-FOR THE PURPOSE OF SOLICITING PUBLIC INPUT ON AMENDING THE WEST HAVEN CITY CONSOLIDATED FEES AND FINES SCHEDULE RELATING TO STORM WATER

Councilmember Dixon made a motion to enter into public hearing. Councilmember Morse seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Swapp, Councilmember Morse
NAYS:	
RECUSED:	

Mayor Vanderwood invited the public up for comment.

No one came up at this time.

Councilmember Swapp made a motion to leave public hearing. **Councilmember Morse** seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Swapp, Councilmember Morse
NAYS:	
RECUSED:	

10. **ACTION ON RESOLUTION 41-2025-AMENDING THE WEST HAVEN CITY CONSOLIDATED FEES AND FINES SCHEDULE RELATING TO STORM WATER-EDWARD MIGNONE, CITY ENGINEER**

Councilmember Morse made a motion to adopt resolution 41-2025. **Councilmember Saunders** seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Swapp, Councilmember Morse
NAYS:	
RECUSED:	

11. **ACTION ON PLANNING COMMISSION MEETING RECOMMENDATION(S)**

A. APPROVAL OF ALTERNATIVE BUILDING MATERIALS-APPROX. 2301 S 1900 (PARCEL #15-72-005)-GARDIN INVESTMENTS, LLC

Malcom Jenkins said they have storefront windows for better aesthetics. He said they exceed the minimum requirement of primary materials on some building facades.

Councilmember Saunders made a motion to approve the additions of glass storefronts, replace the architectural features, and provide comparable aesthetics. **Councilmember Morse** seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Swapp, Councilmember Morse
NAYS:	
RECUSED:	

12. **ACTION ON RESOLUTION 42-2025-WEBER COUNTY UTAH PRE-DISASTER MITIGATION PLAN 2024-DANIEL TANNER, EMERGENCY MANAGER**

Dan Tanner said the Wasatch Front Regional Council developed a pre-disaster mitigation plan that was approved by various cities. He said that Weber County partnered with other cities in the county and used the Wasatch Front Regional Council pre-disaster mitigation plan to create their own plan in 2016. He said in order to maintain grant eligibility they needed to update the plan which is the draft presented.

Councilmember Dixon made a motion to adopt resolution 42-2025. **Councilmember Morse** seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Swapp, Councilmember Morse
NAYS:	
RECUSED:	

13. **ACTION ON RESOLUTION 43-2025-AMENDING THE WEST HAVEN CITY PERSONNEL POLICY HANDBOOK-SHAWN WARNKE, CITY MANAGER**

Shawn Warnke said the personnel policy had a note about converting sick time into vacation time. This portion needed to be removed, that deletion was reflected in the updated staff report.

Councilmember Call expressed concern about changing the lunch break in the personnel policy handbook. She said she understands the reason this topic has been discussed. She said she has been at City Hall and watched employees working through lunch and she has also seen employees utilize the lunch break. She expressed reservations about changing the schedule for employees who have had this benefit for so long.

Councilmember Morse said if employees are working through their lunch break, she would be ok with them having a paid working lunch. She clarified that if they leave the building or are in the break room eating their lunch and not working, they should clock out.

Councilmember Dixon agreed with Councilmember Morse.

Councilmember Saunders said he does not have an issue with it but if it makes it more difficult to manage that could be problematic.

Shawn Warnke said he thinks the personnel policy does need to be clarified. He said he thinks employees who are out in the field do need breaks but it just would need to be minimal or an appropriate amount of time and he would rely on department heads to monitor that.

Mayor Vanderwood said this is something that should be managed by the department heads.

Councilmember Call made a motion to adopt resolution 43-2025 and removing sections 3.10, 3.4, and in section 11.3 to remove line E. **Councilmember Dixon** seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Swapp, Councilmember Morse
NAYS:	
RECUSED:	

14. **ACTION ON RESOLUTION 44-2025-APPROVING TERMS ASSOCIATED WITH THE EXTENSION OF THE UTOPIA FIBER NETWORK TO CITY PARKS, WITH UTOPIA BEING AN INTERNET SERVICE PROVIDER FOR THESE INTERNET CONNECTIONS-SHAWN WARNKE, CITY MANAGER**

Shawn Warnke said this project has been budgeted for.

Mayor Vanderwood asked if this a cost per month in each area and if this is for camera installation.

Shawn Warnke confirmed it is.

Councilmember Call made a motion to adopt resolution 44-2025. **Councilmember Swapp** seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Swapp, Councilmember Morse
NAYS:	
RECUSED:	

15. **ACTION ON RESOLUTION 45-2025-SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY AND AVENUE CONSULTANT FOR ADDITIONAL PROPERTY ACQUISITION SERVICES-EDWARD MIGNONE, CITY ENGINEER**

Councilmember Morse made a motion to adopt resolution 45-2025. **Councilmember Call** seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Swapp, Councilmember Morse
NAYS:	
RECUSED:	

16. **PRESENTATION AND DISCUSSION-AT THE MAYOR AND CITY COUNCIL'S ELECTION CONTINUATION OF ANY AGENDA ITEM FROM THE 5:00 WORK SESSION**

There were not items to discuss.

17. **ADJOURNMENT**

Councilmember Morse made a motion to adjourn at 7:54 PM. **Councilmember Dixon** seconded the motion.

AYES:	Councilmember Dixon, Councilmember Call, Councilmember Saunders, Councilmember Swapp, Councilmember Morse
NAYS:	
RECUSED:	

Emily Green
City Recorder

Date Approved:

City Council Staff Review Memo

September 17, 2025



Amending the Development Review Process

Staff Recommendation: Approval

Background

In the 2025 Utah Legislative Session, the state code was updated to create an identical plan application process and to limit the building permit plan review fee to 30% of the city's regular plan review fee for identical plans. The plan review fee is the City's charge to cover the cost of reviewing permits and building plans for code compliance. The Community Development Department also reviewed the fee schedule and made several recommended changes, including eliminating duplicate or redundant fees, adjusting the timing of fee collection for site plan reviews, and introducing a new fee to cover the costs incurred when an online payment fails and the City is charged.

Identical Plans

Utah H.B. 368 (2025) created a process by which an applicant may submit an identical floor plan to a municipality for expedited review. This means that a builder can submit identical plans within the same building code adoption cycle and receive an expedited review and a lower plan review fee. An applicant would first need to submit the plan to the City and mark within the application that this would be an identical floor plan, or if the original plan, "that the applicant intends to use the original plan as the basis for submitting a future identical plan" (10-9a-541 (4)(a)). The original plan will follow the normal process and fee. However, after approval of the original, identical plans submitted after words are subject to a shorter review period (14 business days to five business days), and the City may only charge "30% of the fee that would be imposed and collected" for a standard plan review fee (10-9a-510 (2)(a)(ii)). This same section caps the plan review fee at 65% of the building permit fee. The City currently charges a plan review fee of 20% for residential and 65% for commercial and industrial projects. The City has updated its online building permit applications to comply with state code, and the next step is to formally adopt the 30% identical-plan review fee into the official fee schedule.

Community Development

During the staff's review of the fee schedule, we identified opportunities to clarify community development fees and eliminate redundant items, thereby increasing transparency.

- Moving to the Subdivision section, staff identified several duplicate fees listed within the fee schedule. These have been eliminated.

- Staff recommends revising the site plan fee structure by switching the preliminary and final site plan fees. This recommendation is based on the observation that the final site plan and improvement plan review generally requires more time and effort than the preliminary site plan review. Accordingly, it is proposed that the larger fee be charged for the final site plan and improvement plan phase. The current final site plan fee is \$100, with an additional \$250 fee for reviewing the site plan. It is proposed to set the preliminary site plan fee at \$300.
- For the Zoning Map section, the fees remain unchanged; however, the format was revised to ensure consistency with the other sections of the fee schedule.
- Similarly, clarification was provided regarding the name for the master development agreement review and modifications.
- Additionally, for Zoning Verification Letters, we propose charging \$50. This occurs when a property owner, typically a developer, requests that the City review the property's zoning, entitlements, and MDAs, and provides an official letter from the City. We have been offering this as a free service, but have had several this year that required several hours of time and research. Therefore, we are creating an official application and would request that the City Council consider adding a fee to support the time it takes to provide such a letter.
- Regarding Accessory Dwelling Units and Short-Term Rental Permits, the City does not currently charge permit fees, but staff considers it appropriate to list them on the schedule. Staff recommends maintaining a fee waiver, as reporting permit numbers to the state is mandatory and the application process is already challenging for residents. These figures are required for ADU reporting and the Moderate-Income Housing Plan, so offering permits at no cost will continue to encourage property owners to apply.

Transaction Fees

The City is currently setting up online payments for land use applications and building permits. At times, when an online payment fails to process, the City receives a bill for that charge. This new section allows the City to forward those charges to the customer who caused the issue.

Staff Recommendation

Staff recommends that the City Council consider the proposed changes and discuss any items within the proposal that may require additional modifications. Once the City Council determines that the draft fee schedule is ready for approval, staff recommends that the City Council approve the proposed resolution.

Draft Motion

1. "I motion that the City Council approve Resolution No. XX-2025, an update to the West Haven City Consolidated Fees & Fines Schedule."

Resolution No. 46-2025

RESOLUTION OF WEST HAVEN CITY AMENDING THE WEST HAVEN CITY CONSOLIDATED FEES AND FINES SCHEDULE; AUTHORIZING THE MAYOR TO SIGN THE RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

SECTION I – RECITALS:

WHEREAS, the City Council of West Haven City (herein "City") is a municipal corporation duly organized and existing under the laws of the State of Utah; and

WHEREAS, in conformance with the provisions of UCA § 10-3-717, the governing body of the City may exercise all administrative powers by resolution; and

WHEREAS, the City Council has previously adopted, by Ordinance No. 26-2023, a consolidated fees and fines schedule; and

WHEREAS, the City Council further provided in that ordinance that amendments to said consolidated fees and fines schedule may be accomplished by resolution of the City Council; and

WHEREAS, it is necessary, from time to time, to update said consolidated fees and fines schedule in order to meet cost increases to the City or to better serve the community; and

WHEREAS, at this time, the City needs to amend the consolidated fees schedule regarding duplicate plan for building permits because of changes to the Utah State Code; and

WHEREAS, to do so will promote the health, welfare, safety and general well-being of the citizens of West Haven City and is in the best interest of the City;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST HAVEN AS FOLLOWS:

SECTION II. AMEND CERTAIN SECTIONS OF THE CONSOLIDATED FEE SCHEDULE:

1. That West Haven City Consolidated Fees and Fines Schedule shall be amended in numerous places as outlined in Attachment "A", attached hereto and incorporated herein.
2. All other provisions of the West Haven City Consolidated Fees and Fines Schedule shall remain in full force and effect unless specifically amended hereby.
3. That the Mayor is authorized to sign this Resolution.

4. This resolution shall be effective immediately as allowed by law.
5. The foregoing Recitals are fully incorporated herein.

SECTION III. PRIOR RESOLUTIONS:

The body and substance of any and all prior Resolutions, together with their specific provisions, where not otherwise in conflict with this Resolution, are hereby reaffirmed and readopted.

SECTION IV. REPEALER OF CONFLICTING ENACTMENTS:

All orders, and Resolutions with respect to the changes herein enacted and adopted which have heretofore been adopted by the City, or parts thereof, which are in conflict with any of the provisions of this Resolution, are, to the extent of such conflict, hereby repealed, except that this repeal shall not be construed to revive any act, order or resolution, or part thereof, heretofore repealed.

SECTION V - SAVINGS CLAUSE:

If any provision of this Resolution shall be held or deemed to be or shall, in fact, be invalid, inoperative, or unenforceable for any reason, such reason shall not have the effect of rendering any other provision or provisions hereof invalid, inoperative, or unenforceable to any extent whatever, this Resolution and the provisions of this Resolution being deemed to be the separate independent and severable act of the City Council of West Haven City.

SECTION VI. DATE OF EFFECT

This Resolution shall be effective immediately upon its passage on the 17th day of September 2025.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WEST HAVEN CITY, STATE OF UTAH, on this 17th day of September 2025.

WEST HAVEN CITY

Mayor Rob Vanderwood

ATTEST:

Emily Green, City Recorder

Mayor Rob Vanderwood

Yes _____ No _____

Councilmember Carrie Call
Councilmember Kim Dixon
Councilmember Nina Morse
Councilmember Ryan Saunders
Councilmember Ryan Swapp

Yes _____	No _____
Yes _____	No _____
Yes _____	No _____
Yes _____	No _____
Yes _____	No _____

DRAFT

ATTACHMENT “A”

Attached to **Resolution No. 46-2025**
Amended West Haven City Consolidated Fees and Fines Schedule

DRAFT

West Haven City Consolidated Fees & Fines Schedule

Section 1 Fee Policies.

- 1.1 Waiving Fees & Fines.** The City Council delegates authority to the City Manager on a case-by-case basis to pardon, reduce, or rebate a fee to an individual or entity as they deem expedient for services provided to address unusual circumstances and other factors.
- 1.2 Waiving Fees to Other Governmental Entities.** The City Council delegates authority to the City Manager or Department Heads to waive fees as they deem expedient for services provided to other governmental entities.
- 1.3 Disputed Amount Regarding Fees.** Any disputed amount after the individual or entity has conferred with the City Staff may be disputed to the City Manager. The City Manager shall hear the dispute as de novo (meaning starting from the beginning: a new). After hearing the dispute, the City Manager shall determine if the bill was illegal, unequal, or unjust and shall reduce or rebate the bill accordingly. The City Manager is also granted discretion to consider additional factors in the dispute on a case-by-case basis and may pardon, reduce, or rebate their bill to an individual or entity's bill. Aggrieved individuals may appeal the City Manager's decision to the City Council, whose decision shall be final.
- 1.4 Electronic Fund Transfers.** West Haven City will not be responsible for electronically transferred funds until West Haven City receives the transfer.
- 1.5 Delinquent Fees & Financial Penalties Due.** The City shall monitor any amounts due and vigilantly pursue payments due via either a collection agency, small claims court, district court, or other legal remedies. The City may discontinue services for non-payment.
- 1.6 Individual or Entity in Default.** Individuals or entities shall remain in good standing with all amounts due and payable to the City paid as such amounts become due. Individuals or entities that are delinquent in payment of charges to the City shall be deemed in default, and future requests for services shall be delayed until the individual or entity has remedied the default.
- 1.7 Payments Made Under Protest.** Based on the specific circumstances surrounding when a payment is required and due, the City may accept or reject payments from individuals or entities when the payment is made under protest, based on counsel from the City Attorney.
- 1.8 Services Not Rendered.** Unless otherwise stated, if a service is not rendered, a Department Head may recommend that the fees paid by an individual or entity be returned. Thereafter, the City Manager shall decide if it is appropriate to return the fees. Aggrieved individuals may appeal to the City Manager's decision to the City Council.

WEST HAVEN CITY CONSOLIDATED FEES & FINES SCHEDULE

Section 2 Consolidated Fees & Fines Schedule.

BUILDING/ENGINEERING	FINE AMOUNT
Excavation Fees	
<u>Building Permit Fee</u>	<u>Established in WHCC § 151.15 as amended</u>
Basic Application Fee	\$150
Permit Renewal	\$75
Permit Extension	\$75
Reinspection fee	\$50
Working without a permit	\$500
Violation fee	\$1000
Street cut fee	\$2.50 per sq.ft.
Emergency fee (+ application \$150 and street cut fee \$2.50 sq.ft.)	\$500.00
3-10 year old road cut fee (+ application \$150 and street cut fee \$2.50 sq.ft.)	\$125
Bore pit fee (+ \$2.50 sq.ft. for pits 1 sq.ft. or greater)	\$100
Utility pothole	\$50
<u>Residential Plan Review Fee</u>	<u>20% of the building permit fee</u>
<u>Commercial Plan Review Fee</u>	<u>65% of the building permit fee</u>
<u>Identical Plan Fee (to be charged instead of the Plan Review Fee)</u>	<u>30% of the plan review fee</u>
Re-inspection Fees	
Re-inspection fee	\$100
Fine for Scheduling Inspection Without Being Ready for Inspection	\$50
Occupying structure prior to obtaining Certificate of Occupancy	\$300.00 per day
Stop Work Order-Building Projects Started Without a Permit	2X the permit fee
Removal of Building Non-Compliance	\$75
BUSINESS LICENSING	
Home Occupation	\$50
Temporary license (1 to 30 days)	\$50
Solicitor Permit	\$75
Home Day Care	
Level 1 – fewer than 8 children	\$50
Level 2 – 9 to 16 children	\$100
Commercial Day Care	\$200
Home Preschool – 12 students or less per class	\$100

WEST HAVEN CITY CONSOLIDATED FEES & FINES SCHEDULE

Commercial Preschool	\$200
Commercial Business	
Minor – all businesses not classified as major or Big Box	\$200
Major - alcohol, convenience store, mobile home parks, motel, hotel, all businesses in M-1 and M-2 zones	\$1,000
Big Box – over 40,000 square feet gross floor area	\$2,000
Beer Licenses	
Class A – tavern and club	\$500
Class B – off premise - Convenience Store	\$200
Class C – on premise - Restaurants	\$200
Late Fees for all Business Licenses - 50% of price of license after Jan. 31	50% of price of license after January 31
CODE ENFORCEMENT	
Property Clean-up	Actual cost of work or contract
Non-Compliance Citation – may be waived with compliance agreement	\$100
Second citation in same calendar year - Automatic	\$100
Third Citation in same calendar year - Automatic	\$250
Forth Citation in same calendar year - Automatic	\$500
Administrative Cost	\$75
Inspector Cost /re-inspection	\$75
Removal of Lien	\$60
COMMUNITY DEVELOPMENT	
Subdivision	
Preliminary Filing Fee —1 to 5 lots	\$500
Preliminary Filing Fee —6 or more lots	\$500
Preliminary Per Lot Fee —1 to 5 lots	\$50 per lot
Preliminary Per Lot Fee —6 or more lots	\$50 per lot
Final Per Lot Fee – 1 to 5 lots	\$700 + \$25 per lot
Final Per Lot Fee – 6 or more lots	\$700 + \$75 per lot
Inspection Per Lot Fee —1 to 5 lots	\$150
Inspection Per Lot Fee —6 or more lots	\$150
Subdivision amendment	\$200 + \$25 per lot affected
Amended Preliminary Plat	\$200
Design Review Committee (DRC)	\$300
Site Plan	
Apartments	
Preliminary Per Building	\$500 + \$200 per building
Final Per Building	\$500 + \$250 per building
Commercial	
Preliminary Site Plan	\$300 Suggested: One fee \$500 + 50 per acre (0-5) \$1500 + 75 per acre (5.01-10 acres) \$2000 + 100 per acre (10.01-15 acres) \$3000 + 100 per acre (15.01+)

WEST HAVEN CITY CONSOLIDATED FEES & FINES SCHEDULE

Final Site Plan <u>and Improvement Plan</u>	<u>\$500 + 50 per acre (0-5)</u> <u>\$1500+75 per acre (5.01-10 acres)</u> <u>\$2000+100 per acre (10.01-15 acres)</u> <u>\$3000 + 100 per acre (15.01+)\$100</u>
City review of Site Plan	\$250 per plan set
Conditional Use Permit	\$100 plus \$10.00 (1-5 acres) \$20.00 (5.01+ acres)
Zoning Map Amendment	
Residential <u>Zone Request</u>	<u>\$200 (0-1 Acres)</u> <u>\$200 + \$25 per acre (1.01 -5 Acres) + \$5 per</u> <u>acre (5.01 +)</u> <u>\$200</u> <u>for 0-1 acres of project size, plus \$25 per acre</u> <u>on lots 1.01 to 5 acres of project size, or plus</u> <u>\$5 per acre on lots over 5 acres</u>
Commercial <u>Zone Request</u>	<u>\$200 (0-1 Acres)</u> <u>\$200 + \$50 per acre (1.01 -5 Acres) + \$10 per</u> <u>acre (>5)</u> <u>\$200 for 0-1 acres of project size, plus \$50</u> <u>per acre on lots 1.01 to 5 acres of project size,</u> <u>or plus \$10 per acre on lots over 5 acres</u>
<u>Master Development Agreement MDA Modification Application</u> <u>or Concept Review</u>	\$300
Annexation	Cost of postage for noticing
<u>Zoning Verification Letter</u>	<u>\$50</u>
<u>Accessory Dwelling Unit or Short-Term Rental Permit</u>	<u>\$0</u>
GARBAGE COLLECTION SERVICES	
First Garbage Can	\$14.15 per month
Additional Garbage Cans	\$9.95 for each additional can per month, and the customer will be billed for the additional garbage can(s) for a minimum of twelve (12) months.
LEGAL	
Administrative Hearing	\$100
Discovery Fees	
Electronic delivery of media-video, audio, or pictures	\$25
Electronic delivery of Police or other written reports-longer than one page (more than one page citation alone)	\$5
Electronic delivery of citation (with notes)	Free
MISCELLANEOUS FEES	
Community Room Rental	
Resident	\$40 per hour + \$200 refundable deposit
Non-Resident	\$60 per hour + \$200 refundable deposit
Non-profit	\$20 per hour + \$100 refundable deposit
Maps (11" X 17")	\$3 per map
Records Request	\$.25 per page

WEST HAVEN CITY CONSOLIDATED FEES & FINES SCHEDULE

PARKS AND RECREATION	
Cemetery Fees	
Residential Costs	
Plot Purchase (includes perpetual care) – flat area	\$550
Plot Purchase (includes perpetual care) – raised area	\$650
Opening/closing M-F	
Adult	\$400
Infant (2 years and younger)	\$250
Urn	\$200
Opening/closing weekend/holiday	
Adult	\$500
Infant (2 years and younger)	\$300
Urn	\$250
Disinterment	\$500
Non-Residential Costs	
Plot Purchase (includes perpetual care) – flat area	\$1,000
Plot Purchase (includes perpetual care) – raised area	\$1,100
Opening/closing M-F	
Adult	\$625
Infant (2 years and younger)	\$450
Urn	\$300
Opening/closing weekend/holiday	
Adult	\$750
Infant (2 years and younger)	\$550
Urn	\$400
Disinterment	\$800
Deed Reprint	\$35
Deed Transfer Fee	\$25
Monument Moving Fee	
Flat Stone	\$100
Upright Stone	\$250
The Barn Community Center Fees	
Hourly Rental Fee	\$60 per hour with a minimum of two hours + \$250 damage/cleaning deposit ¹
Hourly Non-Resident Rental Fee	\$100 per hour with a minimum of two hours + \$250 damage/cleaning deposit ¹
Day Rental Fee	\$700 per day (9 am to 9 pm, with the event to end promptly at 9 pm and with clean-up completed by 10 pm) + \$250 damage/cleaning deposit ¹
Day Non-Resident Rental Fee	\$1,170 per day (9 am to 9 pm, with the event to end promptly at 9 pm and with clean-up completed by 10 pm) + \$250 damage/cleaning deposit ¹
Facility Viewing Fee	\$25 for 45 minutes between 8:00 am and 8:45 am
Lost Key Fob	\$50
Cancelation Fee	\$25 if a 72-hour notice of cancellation is given. If less than 72 hours' notice is given, no rental fee refund will be granted.

WEST HAVEN CITY CONSOLIDATED FEES & FINES SCHEDULE

Arena Fees	
Yearly Arena Rental (per time slot)	
Junior Posse, 4-H groups	\$400
Adult Horse Groups, no stock	\$500
Adult Horse Group, with stock	\$700
Arena – exclusive use	\$50 per hour
Arena – special events	\$75 damage/cleaning deposit
Additional grooming	\$45 per hr. advanced deposit
Saturday rental (non-profit)	\$250 per time slot
Saturday – stock charge (non-profit)	\$50
Saturday rental (Commercial groups)	\$500 per time slot
Saturday - stock charge (Commercial groups)	\$300
Weeknight rental (non-profit)	\$175
Weeknight – stock charge (non-profit)	\$50
Weeknight (Commercial groups)	\$300
Weeknight - stock charge (Commercial groups)	\$300
City Park Facility Fees	
Concession Building	\$75 per day + \$100 damage/cleaning deposit
Park Pavilion Reservation Resident	\$50 per day + \$75 damage/cleaning deposit
	\$30 per half day + \$75 damage/cleaning deposit
Park Pavilion Reservation Non-Resident	\$100 per day + \$75 damage/cleaning deposit
	\$60 per half day + \$75 damage/cleaning deposit
Park Pavilion Reservation Business and 50+ Parties	\$100 per day + \$75 damage/cleaning deposit
	\$55 per half day + \$75 damage/cleaning deposit
Prevedel Park Facility Fees	
Prevedel Park Camping- Resident	\$20 per night, with a maximum of 2 consecutive nights + \$75 damage/cleaning deposit
Prevedel Park Camping- Non- Resident	\$25 per night, with a maximum of 2 consecutive nights + \$75 damage/cleaning deposit
Field Fees	
Baseball	
League	\$35 per field/day + \$15 per game + \$25 an hour for lights
Tournament	\$35 per field/day + \$20 per game + \$25 an hour for lights
Softball	
League	\$35 per field/day + \$15 per game + \$25 an hour for lights
Tournament	\$35 per field/day + \$20 per game + \$25 an hour for lights
Soccer/Lacrosse	
Youth league/non-profit	No fee
Adult League	\$30 per field/day + \$20 per game
Tournament	\$50 per field/day + \$20 per game
Tennis	\$10 per match
Volleyball	\$20 tournament fee/court + \$5 per match

WEST HAVEN CITY CONSOLIDATED FEES & FINES SCHEDULE

Recreation Program Participant Fees	
Recreation Program Participant Fees	The Parks & Recreation Director, in coordination with the Recreation Supervisor, is authorized to determine and charge the cost of participant fees based on the estimated actual direct costs for each recreation program per estimated program participant numbers
Non-Resident Recreation Program Participant Fees	\$5.00 in addition to the Recreation Program Participant Fee established by the Parks & Recreation Director
STORM WATER	
Storm Water Permit Fees	
Flood Plain Development Permit	\$150
Stormwater Construction Permit Application - General Stormwater Permit for Construction Activity Connected with Single Lot Housing Projects (Common Plan Permit) (CPP).	\$400 + \$50/lot (Same as for prelim subdivisions)
Stormwater Construction Permit Application – General Permit Single Family, not CPP or CGP	\$400
Stormwater Construction Permit Application – General Permit For Stormwater Discharges from Construction Activities (Construction General Permit) (CGP).	\$400
Outsourced Clean-up fee– West Haven City Code Section 155.999	Reimburse contractor costs + 25% of contractor costs as a penalty + Administrative cost of \$75
Control Measure Violation	
“Occurrence” is defined in West Haven Code Section 155.002.	
Working without an approved storm water permit.	\$500 per occurrence
Tracking mud on road.	\$300 per occurrence
Failure to clean up or report spills.	\$250 per occurrence
Failure to conduct storm water inspections.	\$100 per occurrence
Failure to maintain storm water records.	\$100 per occurrence
Failure to use general best management practices, as determined by the authority.	\$500 per occurrence
Administrative Fee	\$75
Illicit Discharge to City Storm Water	\$500 maximum
Violation of City MS4 permit	\$500 maximum
TELECOMMUNICATIONS FRANCHISE FEE	
Telecommunication Franchise Application	\$1,000
TRANSACTION FEES	
<u>EFT Returned Item Basic-Invalid Account number or unable to locate account</u>	<u>\$7.00</u>
<u>EFT Return NSF or Account Closed</u>	<u>\$14.00</u>
<u>EFT Return Stop Payment or Charge Back</u>	<u>\$30.00</u>

WEST HAVEN CITY CONSOLIDATED FEES & FINES SCHEDULE

Note ¹: Fifty percent (50%) of the deposit shall be forfeited if chairs and tables are not taken down at the end of the event and returned to the storage racks, or the entire deposit shall be forfeited if the doors are left open or the facility remains unsecured after the event.



Subdivision Code and Development Review Update

West Haven City Council September 17,
2025

Agenda and Update

- Staff and the Planning Commission have drafted an update to the Subdivision, Design Review (site plan), and created a code for the creation of the Development Review Committee
- The Planning Commission held a public hearing on Aug, 13, 2025, and made a positive recommendation on the ordinance on August 27, 2025.

Main Points

01

Utah updated subdivision review, processing, and improvement requirements in 2023 and 2024, see SB 174 and HB 406

02

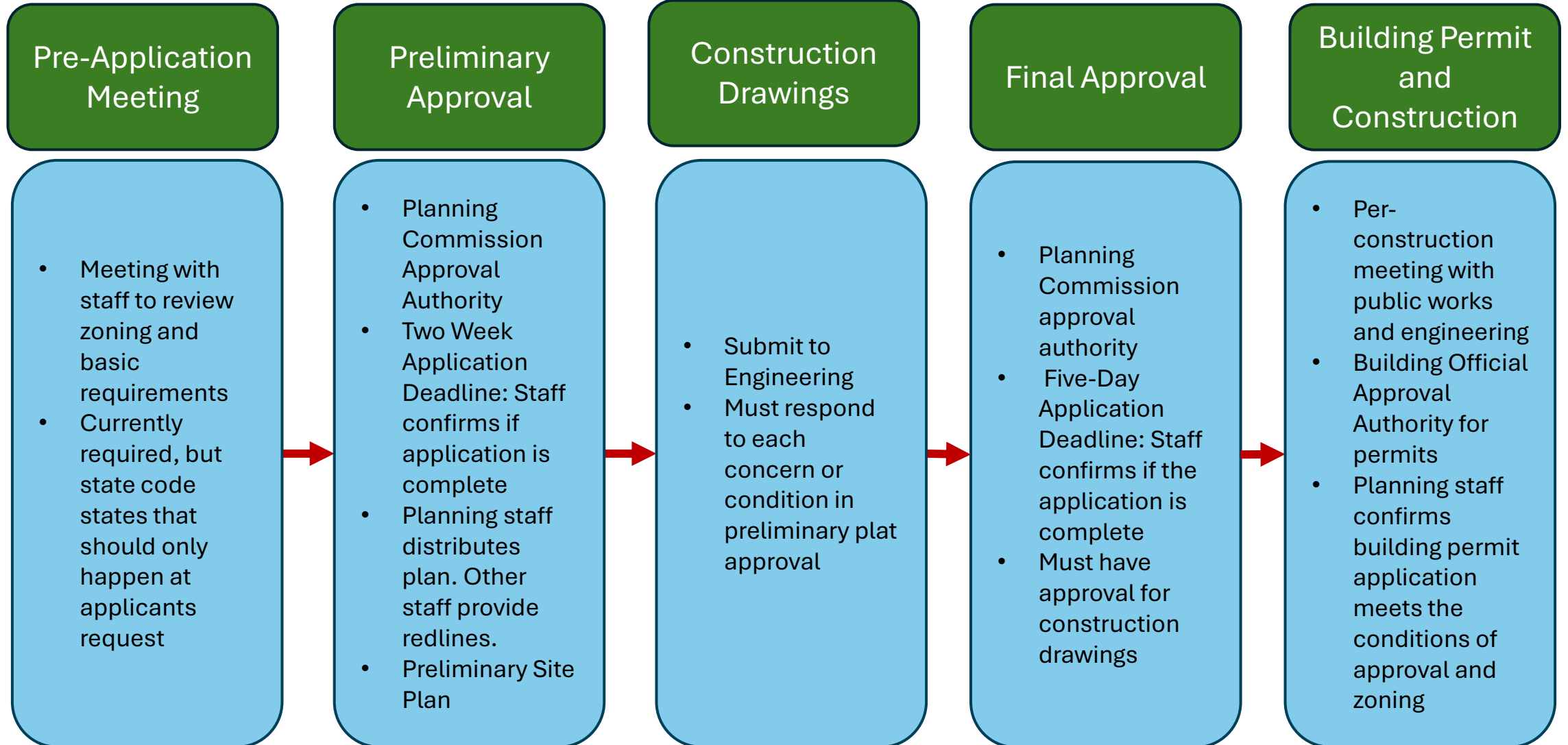
Required review cycles and more administrative defined review and approval process

03

Cities are required to post subdivision requirements and checklists on the website or make them available to the public/applicants.

West Haven Code Vs. State Code

Current Subdivision Application Approval Process



Current Review Process

Sun	Mon	Tue	Wed	Thur	Fri	Sat
1	2	3	4	5	6	7
8	9	10 App Deadline	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25 LUA Meeting	26	27	28
29	30	31				

Key	
	Application Review for Completeness
	Reviewed by Staff and Districts
	Reports Complied
	LUA Review
	LUA Decision

State Code	West Haven	Notes
10-9a-604.2 Defines: (a) Review cycle (b) Subdivision Application (c) Subdivision improvement plans (d) Subdivision ordinance review (e) Subdivision plan review	City code does not provide a definition for any of these new terms within state law	Since West Haven does not have any of these defined, it may behoove the City to add some of these definitions into our code. These changes are contained within the recommended ordinance.

State Code	West Haven	Notes
10-9a-604.1 (4)(a) If an applicant requests a pre-application meeting, the municipality shall, within 15 business days after the request, schedule the meeting to review the concept plan and give initial feedback.	156.020 PRELIMINARY INFORMATION. Each person who proposes to sub-divide land within the city limits shall confer with the Planning Commission staff before preparing any plats, charts, or plans in order to become familiar with the city subdivision requirements and existing master plans for the territory in which the proposed subdivision lies, and to discuss the proposed plan of development of the tract.	State code states that “if an applicant requests a pre-application meeting” while City code state that each person “shall” meet with staff prior to submitting an application. Staff and the Planning Commission recommend a pre-application meeting, but should eliminate the requirement of a pre-application meeting.

State Code	West Haven	Notes
10-9a-604.1. Process for subdivision review and approval. (1)(a) As used in this section, an "administrative land use authority" means an individual, board, or commission, appointed or employed by a municipality, including municipal staff or a municipal planning commission. (8) If a preliminary subdivision application complies with the applicable municipal ordinances and the requirements of this section, the administrative land use authority shall approve the preliminary subdivision application.	156.025 PRELIMINARY PLAN APPROVAL. (A) Following a review of the preliminary plan, the Planning Commission shall act on the plan as submitted or modified.	Our code currently complies with state requirements for preliminary approval

State Code	West Haven	Notes
10-9a-604.2. (5) (a) A municipality shall complete the initial review of a complete subdivision application submitted for ordinance review for a residential subdivision for single-family dwellings, two-family dwellings, or town homes: (i) no later than 15 business days after the complete subdivision application is submitted, if the municipality has population over 5,000;	156.025 PRELIMINARY PLAN APPROVAL. (A) Following a review of the preliminary plan, the Planning Commission shall act on the plan as submitted or modified.	Our code does not outline a timeline for initial review. Staff will comply with this standard regardless if its in our code or not.

State Code	West Haven	Notes
10-9a-604.1. Process for subdivision review and approval. (9) A municipality shall review and approve or deny a final subdivision plat application in accordance with the provisions of this section and municipal ordinances, which: (a) may permit concurrent processing of the final subdivision plat application with the preliminary subdivision plat application; and (b) may not require planning commission or city council approval.	§ 156.040 FINAL PLAT REQUIRED. (A) After compliance with the provisions of §§ 156.020 through 156.028, the subdivider shall submit a final plat with four copies thereof to the Planning Commission. Such plat shall be accompanied by a letter of certification by the subdivided registered land surveyor, indicating that all lots meet the requirements of the zoning ordinance. (B) The final plat and accompanying information shall be submitted to the Planning Commission at least five days prior to a regularly-scheduled Planning Commission meeting in order to be considered at said meeting.	The Planning Commission is currently the approval authority for the final plat. State code states that a municipality “may not require planning commission or city council approval” for a final plat. Staff, and the Utah League of Cities and Towns, would recommend that the ordinance would change the land use authority for final plats to staff. The Planning Commission recommended that they retain that authority believing that the phrase “may not” restrictive.

State Code	West Haven	Notes
10-9a-604.2. Review of subdivision applications and subdivision improvement plans. (3) (a) A municipality may require a subdivision improvement plan to be submitted with a subdivision application. (b) A municipality may not require a subdivision improvement plan to be submitted with both a preliminary subdivision application and a final subdivision application.	§ 156.041 FINAL PLAT REQUIREMENTS. (C) The subdivider shall furnish to the City Engineer a complete set of drawings signed and stamped by a licensed civil engineer of engineering designs for all streets, existing and proposed, and all utilities to be constructed within the subdivision together with the final plat. All such utility and road construction shall be in accordance with the adopted public works standards of the city.	The City currently requires an applicant to submit improvement plans with the Final Plat. These need to be submitted to the City Engineer. The recommended ordinance changes it that these plans would be submitted through the DRC with the Final Plat, and after the proper review cycles, that the Community Development Director and City Engineer would be the land use authority.

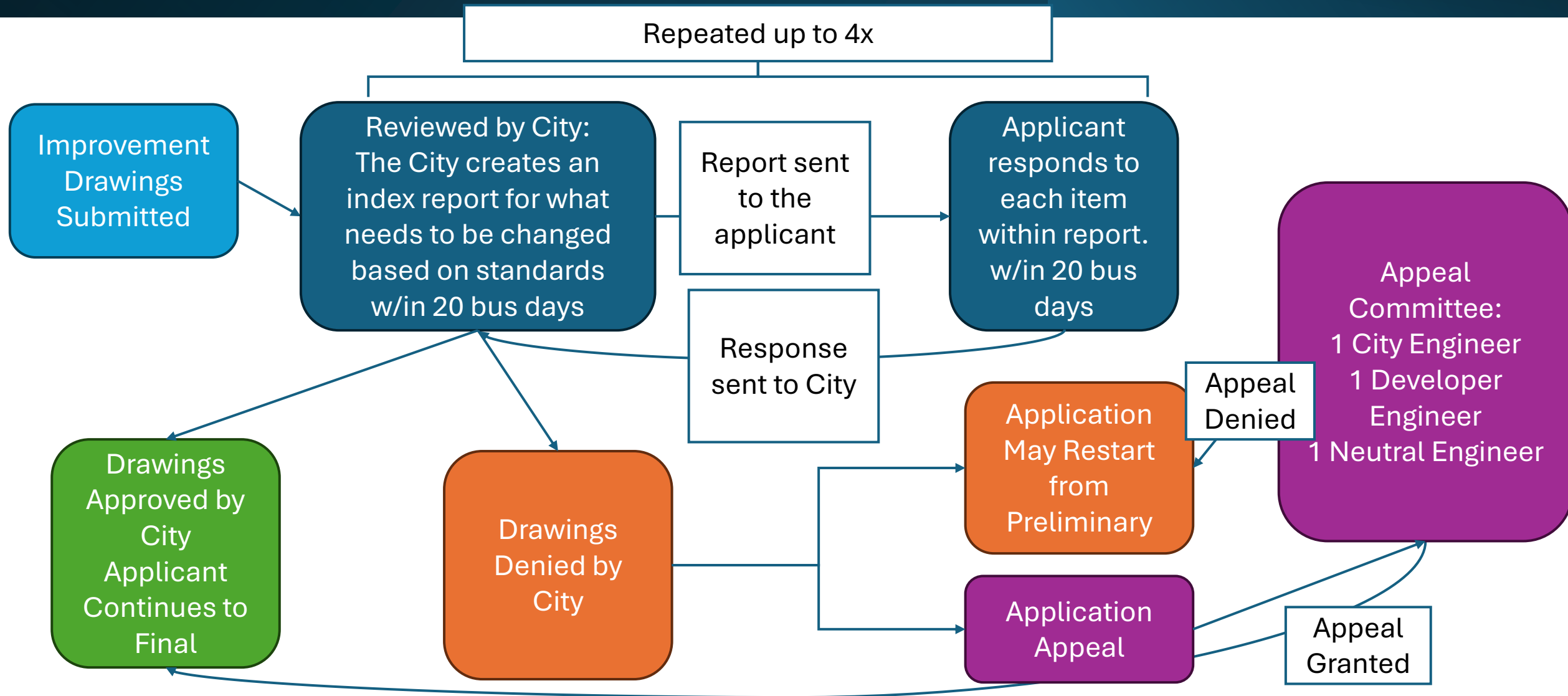
State Code	West Haven	Notes
10-9a-604.2. Review of subdivision applications and subdivision improvement plans. State code sets out a detailed process for reviewing and providing feedback of “improvements plans” in this section	§ 156.041 FINAL PLAT REQUIREMENTS. (C) The subdivider shall furnish to the City Engineer a complete set of drawings signed and stamped by a licensed civil engineer of engineering designs for all streets, existing and proposed, and all utilities to be constructed within the subdivision together with the final plat. All such utility and road construction shall be in accordance with the adopted public works standards of the city.	The City currently requires applicants to submit improvement plans with the Final Plat to the City Engineer. The recommended ordinance changes it that these plans would be submitted through the DRC with the Final Plat, and after the proper review cycles, that the Community Development Director and City Engineer would be the land use authority.

State Code	West Haven	Notes
10-9a-604.2. Review of subdivision applications and subdivision improvement plans. (b) A municipality shall maintain and publish a list of the items comprising the complete subdivision application, including: (i) the application; (ii) the owner's affidavit; (iii) an electronic copy of all plans in PDF format; (iv) the preliminary subdivision plat drawings; and (v) a breakdown of fees due upon approval of the application. (6) A municipality shall publish a list of the items that comprise a complete subdivision land use application	City code does not require this.	Staff has started on creating this list, but is holding off on a final version until new code is approved. This list must be given to or made available to every applicant. Generally, posting it on the website would be sufficient. Staff has drafted this list and has sent it to the City Council for your feedback and information. However, these checklists are not part of the official recommendation.

Improvement Plans Review Cycle

- See 10-9a-604.2 for all details:
- Once improvement plans (construction drawings) are submitted, the City has 20 business days to review and report back to the applicant.
 - Can request additional information
 - Request modification to plans that do not meet current ordinances, standards, or specifications.
- Municipality will need to send over an “index of requested modifications or additions” and must include “citations to ordinances, standards, or specifications”.
- The applicant then has 20 business days to respond to each item within the index report.
- The City can only require up to four review cycles. Material changes in the plan reset the review cycle for that aspect of the plan.
- If drawings are not approved by the end of the fourth review cycle, either deny the application or have it reviewed by an appeal panel. (One engineer from the City, the developer, and a neutral party).

Improvement Plans Review Cycle



State Code Update Main Takeaways

- Approval Authority
 - Pre-Application Meeting. Can't require, but must allow if requested
 - Preliminary Plats. Can be approved by an "administrative land use authority". This mean the Planning Commission, staff, or other body can review and approve. The code is specifically states that the City Council can't be the approval authority
 - Final Plats. "may not require planning commission or city council approval". The current draft has the Planning Commission as the approval authority.
 - There are some exceptions for Master Plan Developments and multi-family developments.

State Code Update Main Takeaways

- Process
 - The City shall maintain and publish a list of items comprising the complete subdivision application
 - The City has 15 business days to complete an initial review of a complete subdivision application
 - Can require subdivision “improvement plan” either during preliminary or final, not both.
 - For the phase with “improvement plans”, the City and the applicant have four review cycles
 - City must provide feedback to the applicant within 20 business days
 - Review must contain an index of each redline, plus a citation of each code or standard that requires the modification
 - The applicant has 20 business days to respond to each item on the list ; if not, the City has an extra 20 days to review the next submittal.
 - Material changes to plans can restart the review cycles for that aspect of the plans
 - State code outlines an appeal/arbitration process if the City and the applicant disagree on an engineering standard.

Recommendations

Primary Recommendations: Subdivision

- Add state definitions into our code as needed
- Make pre-application meetings recommended but not required
- Update Code about Land Use Authority for Final Plats
 - Staff would recommend that the City Engineer and Community Development Director are listed for approval of the final plat and “improvement plans.”
- Review Process
 - Added the review process into the code
- Few other updates, including application requirements and updating the code to coordinate with other improvements
- Staff has created and is ready for “publishing” a checklist and other requirements that can be implemented without a code update

* The state law has a few points that could have room for interpretation. Planning staff generally recommends that we update the code to match the intent of the code unless there is a compelling reason to do so otherwise. 1) Code interpretation falls to the property owner, and 2) helps the city avoid legal fights or lawsuits.

Other Consideration

These are some additional items that the staff and Planning Commission recommend the City Council consider as part of the process.

- Match Site Plan and Subdivision Review and Approval Process
 - Preliminary Approval by the Planning Commission
 - Final Approval by Staff
- Update Site Plan Approval Process and Clarify the Application Standards
- Clarify Amended Subdivision Review Process
- Update Water Dedication Language

Development Review Updated Process

Updated Application and Review Process

- Have subdivisions and site plans follow the same process
- Administrative Land Use Authority. See table in following slides
- Development Review Committee (DRC): Create an official staff review body for land use applications and construction drawings
- Move to online applications. The City has contracted with CivicReview, an online application and application review/management software.
- The City Planner's job will be to keep track of current applications and organize when applications go on what agenda

Development Review Committee



Make Up

Staff: City Engineer, City Community Development Director, Public Works Director, Fire Marshall, City Planner and others as invited



DRC Role

Review all Land Use Applications and Improvement Plans
Advise the Land Use Authority on Applications
Hold Pre-Application Meetings

Proposed Land Use Authority

Land Use Authority	Land Use Application
City Council	Ordinance or ordinance amendment
	Zone Changes
	Modification of City rights-of-way and easements
	General Plan or General Plan amendments, including master plans
	Annexation
Planning Commission	Preliminary Subdivision Plats
	Final Subdivision Plats
	Subdivision Plat Amendments
	Preliminary Site Plans
	Conditional Use Permits
	Final Site Plans
City Engineer and Community Development Director*	Subdivision Improvement Plans
	Site Plan Improvement Plans
	Boundary Adjustments
Community Development Director*	Sign Permit
Building Official*	Building Permits
Hearing Officer	Land Use Appeals
	Variances

Proposed Site Plan Application Standards 2

- Current Requirements

- Building Location and Elevation
- Landscaping Plan
 - Including table showing number and type of plant
- Parking: No details
- Signage: No details

*Access and Traffic Circulation are listed later, but not part of the preliminary

*Some of these have additional details later in the chapter

- Proposed

- The Proposed Use
- Site Layout
 - Building location, setback, access point, and traffic circulation, landscape area, fencing and gates, outdoor storage, dumpster and Natural features
- Building Elevations
- Landscape Plan: Same as current
- Parking. Now requires a table showing the number of spots
- Signage
- Utility Plan with will-serve letters
- Preliminary stormwater plan
- Outdoor Lighting Plan
- UDOT Approval

Site Plan Approval Authority

- Current Requirements

- Planning Commission is the approval authority for the preliminary site plan, construction drawings, and final approval
- City Council approval of alternate building materials

- Proposed

- Planning Commission Approval for Preliminary and Final
- DRC reviews and makes recommendations
- City Engineer and Community Development Director approval for improvement plans
- Listed additional exceptions, such as for certain public projects.
- Planning Commission approval of alternate building materials after DRC recommendation

Current Review Process

Sun	Mon	Tue	Wed	Thur	Fri	Sat
1	2	3	4	5	6	7
8	9	10 App Deadline	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25 LUA Meeting	26	27	28
29	30	31				

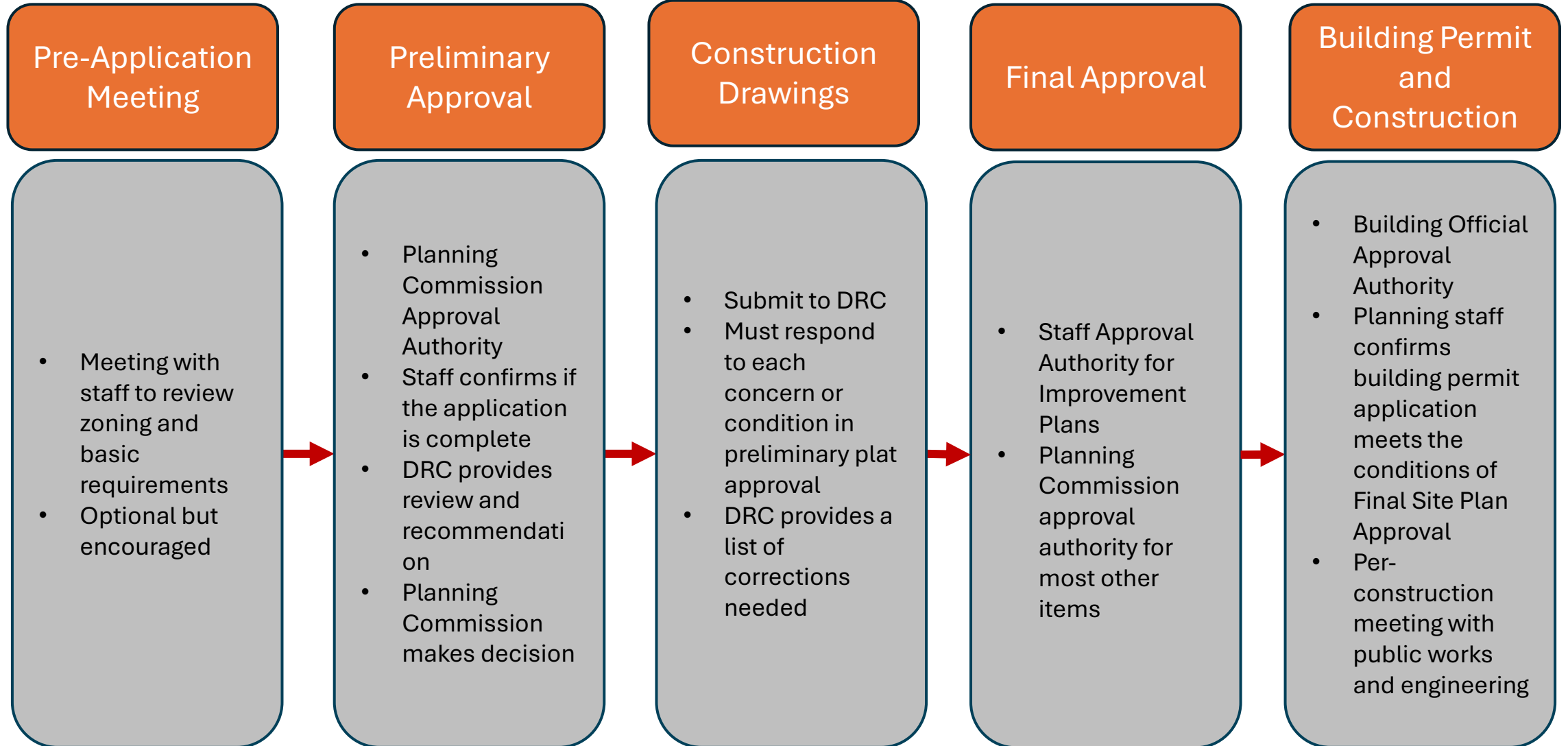
Key	
	Application Review for Completeness
	Reviewed by Staff and Districts
	Reports Complied
	LUA Review
	LUA Decision

Proposed Review Process

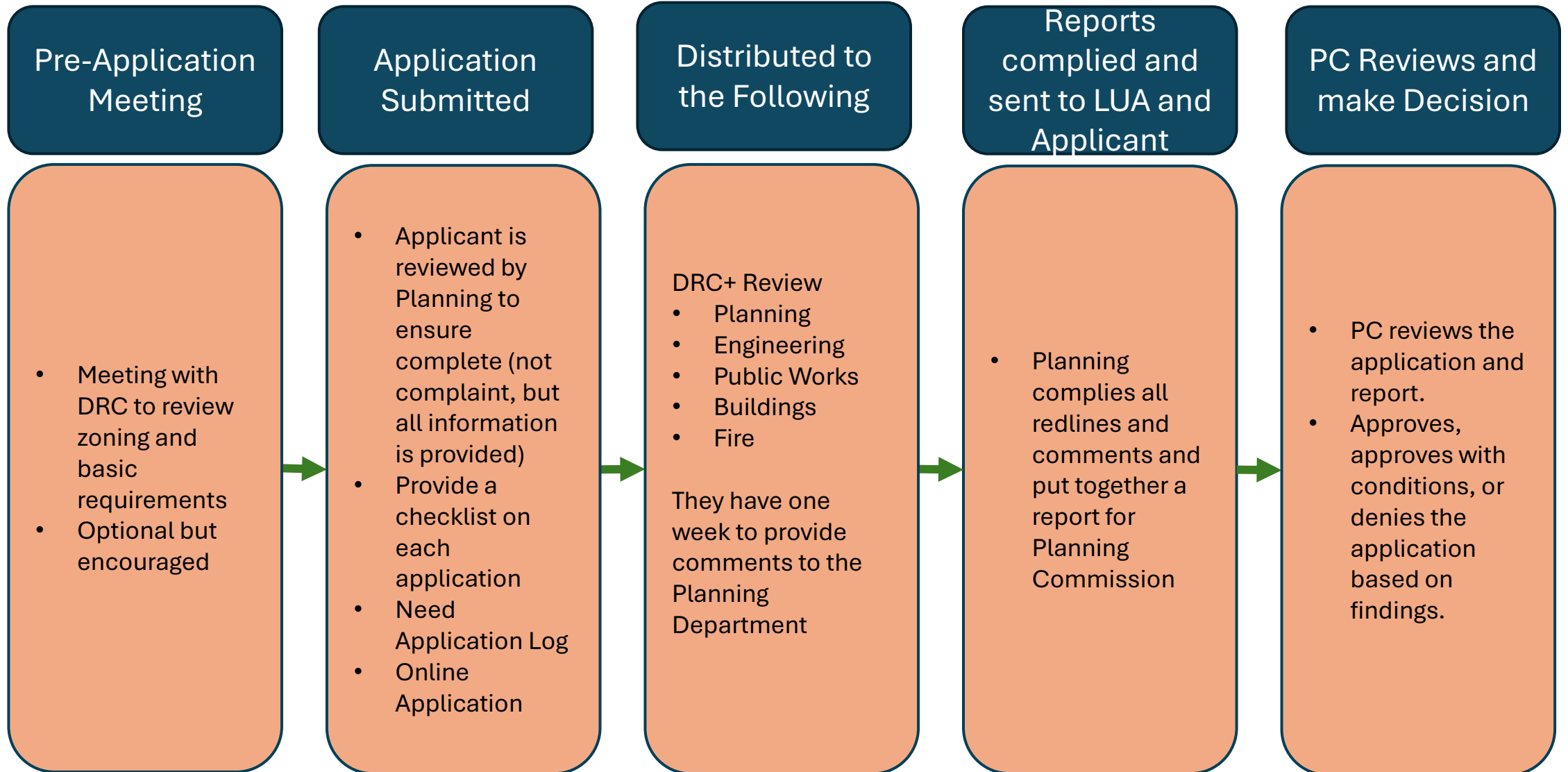
Sun	Mon	Tue	Wed	Thur	Fri	Sat
1	2	3	4 App Deadline	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25 LUA Meeting	26	27	28
29	30	31				

Key	
	Application Review for Completeness
	Reviewed by Staff and Districts
	Reports Complied
	LUA Review
	LUA Decision

Application Approval Process with DRC



Proposed Preliminary Application Process



Questions and Discussions

City Council Staff Review Memo

September 17, 2025



Amending the Development Review Process

Staff Recommendation: Recommend Approval

Background

Over the last several months, the Planning Commission has been workshopping ways to enhance and clarify the development review process within West Haven. As such, the city has looked at amending the West Haven Subdivision Standards, Design Review, and creating a Development Review Committee. These discussions and workshops have led to several draft changes throughout the West Haven Land Use Title within the code.

Issues

1. **Create a Development Review Committee and Update Land Use Authority:** The first changes provided are to create a Development Review Committee (DRC) and create a Land Use Authority Table within the code. The DRC shall be composed of West Haven City staff, who shall provide input to the specified land use authority on land use applications. The Land Use Table shall provide a summary of land use authority within the City, and mostly reflects current code and practices.
2. **Subdivision Standards:** The proposed update looks at modifying the current subdivision review process. This clarifies application standards and dictates the process the City will follow when reviewing a subdivision application, including clarification of review cycles.
3. **Design Review/Site Plan:** Like the update to the subdivision standards, these changes focus on application standards and review processes. Key changes are to clarify preliminary site plan application standards, update the review process, and require applicants to comply with Planning Commission conditions. The code also provided for a few exceptions to the review process or standards under certain situations.

Staff has included a slide deck to support this report and provide additional details.

Planning Commission Recommendation

The Planning Commission held a public hearing on August 13, 2025, and then on August 27, 2025, recommended that the City Council approve the draft ordinance.

From Draft Minutes of the August 27, 2025, West Haven Planning Commission Meeting

Commission member Galt made a motion that the Planning Commission recommend that the

City Council approve the draft Ordinance and changes to Title III Administration Chapter 32 Organizations, and Title XV Land Usage, including Chapter 150 General Provisions, Chapter 156 Subdivision Standards, and Chapter 157 Zoning Regulations, as provided within the Planning Commission packet. Vice-Chairman Reyna seconded the motion.

AYES – Chairman Reed, Vice-Chairman Reyna, Commission member Stimpson, Commission member Galt, Commission member LaMar, and Commission member Smith

NAYS –

ABSENT/EXCUSED – Commission member Streker.

Alterations Since Planning Commission Review

Staff reviewed the proposal after the Planning Commission provided a favorable recommendation and before presenting it to the Council, and made the following updates.

1. Reviewed grammar and spelling and made a few minor changes accordingly.
2. Add “paved parking areas, or other material changes to the site.” in § 157.732 EXCEPTIONS (B)(1)(a) to ensure significant changes would receive proper review.
3. A couple of minor language changes to ensure phrases were precise and met the Planning Commission’s intention.

Staff Recommendation

Planning staff recommends that the City Council consider the proposed changes and discuss any items within the proposal that may need additional modifications. Once the City Council determines that the draft ordinance is ready, staff recommends that the City Council approve the proposed ordinance.

Draft Motion

1. “I motion that the City Council approve the Ordinance ____-2025 and changes to Title III Administration Chapter 32 Organizations, and Title XV Land Usage, including Chapter 150 General Provisions, Chapter 156 Subdivision Standards, and Chapter 157 Zoning Regulations, as provided within the City Council packet.”

ORDINANCE NO. 10-2025

**AN ORDINANCE OF WEST HAVEN CITY AMENDING Title III ADMINISTRATION
CHAPTER 32 ORGANIZATIONS, AND TITLE XV LAND USAGE, INCLUDING
CHAPTER 150 GENERAL PROVISIONS, CHAPTER 156 SUBDIVISION STANDARDS,
AND CHAPTER 157 ZONING REGULATIONS**

Section 1 – Recitals

WHEREAS, the City of West Haven (“City”) is a municipal corporation duly organized and existing under the laws of Utah; and

WHEREAS, the City Council finds that in conformance with UC §10-3-702, the governing body of the City may pass any ordinance to regulate, require, prohibit, govern, control, or supervise any activity, business, conduct, or condition authorized by the laws of the State of Utah or any other provision of law; and,

WHEREAS, West Haven City has adopted and promulgated city ordinances and rules regarding subdivisions, site development, zoning, and acceptable uses within those zones in the City; and

WHEREAS, the City Council finds that certain changes to the West Haven City Code regarding amending the language for Title III Administration Chapter 32 Organizations, and Title XV Land Usage, including Chapter 150 General Provisions, Chapter 156 Subdivision Standards, and Chapter 157 Zoning Regulations should be made; and

WHEREAS, the City Council finds that the specific changes to the referenced sections shall enhance and clarify the City’s development review process; and

WHEREAS, the City Council finds that the public convenience and necessity, public safety, health, and welfare is at issue in this matter and requires action by the City as noted above;

NOW THEREFORE, BE IT ORDAINED by the City Council of West Haven City, Utah that the following portions of the West Haven City Zoning Code be, and the same is, changed and amended to read as follows:

- a. In Title III Administration Chapter 32 Organizations, and Title XV Land Usage, including Chapter 150 General Provisions, Chapter 156 Subdivision Standards, and Chapter 157 Zoning Regulations shall be amended as outlined in red in Attachment “A”.**
- b. The Mayor is authorized to sign this Ordinance.**

The forgoing Recitals are fully incorporated herein.

Section 2 – Prior Ordinances and Resolutions

That the above changes, where they may have been taken from prior City Ordinances and Resolutions, are listed here for centralization and convenience; and that the body and substance of those prior Ordinances and Resolutions, with their specific provisions, where not otherwise in conflict with this Ordinance, are reaffirmed and readopted.

Section 3 – Repealer of Conflicting Enactments

All orders, ordinances and resolutions regarding the changes enacted and adopted which have been adopted by the City, or parts thereof, which conflict with this Ordinance are, for such conflict, repealed, except that this repeal will not be construed to revive any act, order or resolution, or part.

Section 4 – Savings Clause

If any provision of this Ordinance be held or deemed invalid, inoperative, or unenforceable, such will render no other provision or provisions invalid, inoperative, or unenforceable to any extent whatsoever, this Ordinance being deemed the separate independent and severable act of the City Council of West Haven City.

Section 5 – Date of Effect

This Ordinance shall be effective as of the date of signing and after being published or posted as required by law.

DATED the 17th day of September 2025

WEST HAVEN CITY

Rob Vanderwood
Mayor

ATTEST:

Emily Green, City Recorder

Mayor Rob Vanderwood	Yes _____	No _____
Councilmember Carrie Call	Yes _____	No _____
Councilmember Kim Dixon	Yes _____	No _____
Councilmember Nina Morse	Yes _____	No _____
Councilmember Ryan Saunders	Yes _____	No _____
Councilmember Ryan Swapp	Yes _____	No _____

RECORDER'S CERTIFICATION

STATE OF UTAH)
 : ss.
County of Weber)

I, EMILY GREEN, the City Recorder of West Haven, Utah, in compliance with UCA §10-3-713 and UCA §10-3-714 do hereby certify that the above and foregoing is a full and correct copy of **Ordinance No. 10-2025**, entitled “**AN ORDINANCE OF WEST HAVEN CITY AMENDING TITLE III ADMINISTRATION CHAPTER 32 ORGANIZATIONS, AND TITLE XV LAND USAGE, INCLUDING CHAPTER 150 GENERAL PROVISIONS, CHAPTER 156 SUBDIVISION STANDARDS, AND CHAPTER 157 ZONING REGULATIONS** .” adopted and passed by the City Council of West Haven, Utah, at a regular meeting thereof on September 17, 2025 which appears of record in my office, with the date of posting or publication being September 17, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this 17th day of September 2025.

Emily Green
City Recorder

(city seal)

EXHIBIT A

**Amended Language Title III Administration Chapter 32 Organizations, and Title XV
Land Usage, including Chapter 150 General Provisions, Chapter 156 Subdivision
Standards, and Chapter 157 Zoning Regulations as attached to Ordinance 10-2025**

DRAFT

§ 32.09 Development Review Committee

(A) In order to provide an orderly and thorough review and approval process, the Development Review Committee (DRC) is hereby established

(B) Purpose. The Committee's purpose is as follows:

- (1) To act as an advisory committee to the City Council, Planning Commission, and other land use authorities on land use applications, general plan updates, master plan updates, development standards, and land use code proposals.
- (2) To advise and assist property owners and applicants through the application process.
- (3) The DRC is not an approval or a public body, but a review and recommendation committee.

(C) Membership.

- (1) The following individuals shall be appointed as members of the DRC.
 - (a) The Community Development Director
 - (b) The City Engineer
 - (c) The City Public Works Director
 - (d) The City Planner
 - (e) The Weber County Fire Marshal or their designee
- (2) The following individuals may serve as advisory members. Advisory members shall serve as advisors to the DRC when called upon.
 - (a) The City Attorney
 - (b) The City Manager
 - (c) Parks and Recreation Director
 - (d) Storm Water Manager
 - (e) Other contract engineer or planner employed by the City
 - (f) The City Building Official
- (3) In the absence of a member of the DRC, the City Manager may temporarily appoint one of the advisory members to serve in the role.
- (4) The DRC may request additional input on any land use applications from public utility providers within West Haven City boundaries as needed, as a proposed development may impact their services.

(D) Scope of Responsibility.

- (1) The DRC shall provide a review and advice to the land use authority on the following applications or proposals.
 - (a) Preliminary Site Plans
 - (b) Preliminary Subdivision Plans
 - (c) Subdivision Improvement Plans as defined within the Subdivision Code
 - (d) Improvement Plans for Final Site Plan
 - (e) Final Site Plan
 - (f) Final Subdivision Plats
 - (g) Amended Subdivision Plat
 - (h) Conditional Use Permits
 - (i) Zone Change Applications, including overlay zones
 - (j) Annexation Petition

- (k) Proposed Road, Right-of-way, or Easement Vacations
 - (l) Updates to the Land Use Ordinances
 - (m) Updates to the General Plan or other master plans
 - (n) Updates to public works or other development standards
- (2) Pre-Application Meetings. The DRC shall hold and conduct pre-application meetings at the request of an applicant(s). The DRC shall establish standards for pre-application documents. The DRC shall ensure that it meets statutory timelines as dictated by state or West Haven code. At each pre-application meeting, the DRC shall provide feedback on the concept plan.
- (E) Meetings. The DRC shall create its meeting schedule and will hold meetings as needed.

Chapter 150: General Provisions

§ 150.02 LAND USE AUTHORITY

(A) The following bodies shall serve as the land use authority for the following applications.

Land Use Authority	Land Use Application
City Council	Ordinance or ordinance amendment
	Zone Changes
	Modification of City rights-of-way and easements
	General Plan or General Plan amendments, including master plans
	Annexation
Planning Commission	Preliminary Subdivision Plans
	Final Subdivision Plats
	Subdivision Plat Amendments
	Preliminary Site Plans
	Conditional Use Permits
	Final Site Plans
City Engineer and Community Development Director*	Subdivision Improvement Plans
	Site Plan Improvement Plans
	Boundary Adjustments
Community Development Director*	Sign Permit
Building Official*	Building Permits
Hearing Officer	Land Use Appeals
	Variances

*In the absence, the City Manager may temporarily appoint an alternate to serve in their role.

**This is a summary of each body's land-use authority. For full details of each body's approval authority, refer to the respective code and application process as defined in this title.

***Other land use applications are not listed in this table. The Land Use Authority is defined within those governing sections.

CHAPTER 156: SUBDIVISION REGULATIONS

Section

General Provisions

- [156.001](#) Purpose and intent
- [156.002](#) Scope of chapter
- [156.003](#) Definitions
- [156.004](#) Conditions, covenants, restrictions
- [156.005](#) Stamped by licensed engineer
- [156.006](#) Bond for curb, gutter damage
- [156.007](#) New Development Planning, Inspection, and Escrow Release Report

Preliminary Plan

- [156.020](#) Preliminary information
- [156.021](#) Subdivision information form
- [156.022](#) Preliminary plan filing
- [156.023](#) Preliminary plan application fee
- [156.024](#) Preliminary plan requirements
- [156.025](#) Preliminary plan approval
- [156.026](#) Time limitation
- [156.027](#) Grading limitation
- [156.028](#) Submittal criteria

Final Plat

- [156.040](#) Final plat required
- [156.041](#) Final plat requirements

Subdivision Standards

- [156.055](#) Related to adjoining street systems
- [156.056](#) Street and alley widths, cul-de-sacs, easements
- [156.057](#) Blocks
- [156.058](#) Lots
- [156.059](#) Parks, school sites, and other public places

[156.060](#) Cluster subdivisions; special provisions

[156.061](#) Identification of floodplain

[156.062](#) Power and telephone utilities

[156.063](#) Public works standards

Condominium Projects

[156.075](#) Definitions

[156.076](#) Condominium projects; subdivisions

[156.077](#) Condominium projects to comply with local ordinances

[156.078](#) Approval of condominium declaration

[156.079](#) Installation of improvements

Subdivision Improvements Required

[156.090](#) Owner of subdivision responsible for costs

[156.091](#) Improvements required

[156.092](#) Guarantee of improvements

[156.093](#) Inspection of improvements

Enforcement and Permits

[156.105](#) Subdivision approval required for permit

[156.106](#) Subdivision processing; schedule

[156.999](#) Penalty

GENERAL PROVISIONS

§ 156.001 PURPOSE AND INTENT.

(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) Any proposed subdivision and its ultimate use shall be in the best interests of the public welfare and the neighborhood development of the area concerned, and the subdivider shall present evidence to this effect when requested to do so by the Planning Commission.

~~—(C) Any proposed subdivision with 31 or more lots will require a minimum of two roads.~~

(~~CD~~) In cases where unusual topographical or other exceptional conditions exist, variations and exceptions from this chapter may be made by the City Council, after recommendation by the Planning Commission.

(~~DE~~) If an exception is being considered, a public hearing must be held prior to approval.

(Prior Code, § 15.01.010) (Ord. 3-92, passed 1-15-1992; Ord. 3-93-A, passed 4-14-1993)

§ 156.002 SCOPE OF CHAPTER.

(A) No person shall subdivide any tract of land which is located wholly in the city, except in compliance with this chapter.

(B) 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.

(C) 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.

(D) No lot(s) within a subdivision approved by the City and recorded in the County Recorder's office, in accordance with the provisions of this chapter, shall be further divided, rearranged, added to, or reduced in area, nor shall the boundaries of any lot be altered in any manner ~~without first applying and receiving approval for a Subdivision Plat Amendment as defined within this Title. so as to create more lots than initially recorded or any nonconforming lot, without first petitioning the City to amend the subdivision plat and obtaining the approval of the Planning Commission. All subdivision amendments shall comply with the provisions of this chapter, the underlying zoning standards, and standards set within State Code §10-9a-608 and §10-9a-609 as amended.~~

(Prior Code, § 15.01.020) (Ord. 3-92, passed 1-15-1992) Penalty, see § [156.999](#)

§ 156.003 DEFINITIONS.

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

ALLEY. A public thoroughfare less than 26 feet wide.

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.

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.

BONA FIDE DIVISION OR PARTITION OF AGRICULTURAL LAND FOR AGRICULTURAL PURPOSES.

(1) The division of agricultural land into lots or parcels of five acres or more in area whose principal use is the raising and grazing of animals or agriculture as that use is defined in the city zoning ordinance.

(2) Provided that:

(a) No dedication of any streets shall be required to serve any such lots or parcels of agricultural land so created;

(b) The agricultural lots or parcels so created shall not thereafter be further divided into parcels of less than five acres without being subdivided in accordance with the subdivision regulations of the city; and

(c) No dwellings shall be permitted unless all subdivision and zoning requirements of the city, and health requirements of the county, are met.

CITY. The City of West Haven, Utah.

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

COUNTY HEALTH OFFICER. The Administrative and Executive Officer of the County Health Department and Local Registrar of Vital Statistics, or his or her duly-authorized representatives.

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

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.

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.

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.

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.

REVIEW CYCLE

- (1) the applicant's submittal of a complete subdivision application;
- (2) the municipality's review of that subdivision application;
- (3) the municipality's response to that subdivision application, in accordance with this title; and

- (4) the applicant's reply to the municipality's response that addresses each of the municipality's required modifications or requests for additional information.

SUBDIVISION.

(1) The division of any tract, lot, or parcel of land owned, at the time of the adoption of this chapter as an undivided tract by one individual, or by joint tenants or tenants in common, or by tenants by the entirety, into three or more lots, plots, sites, or other divisions of land for the purpose, whether immediate or future, of sale or of building development.

(2) Provided that said term ***SUBDIVISION*** shall not include a bona fide division or partition of agricultural land for agricultural development purposes, nor a division of land into three or more parcels, each of which is 80 acres or more in area.

(3) The word ***SUBDIVISION***, and any derivative thereof, shall have reference to the term ***SUBDIVISION*** as herein defined.

(4) For the purpose of these regulations, a ***SUBDIVISION OF LAND*** shall include:

(a) The dedication of a road, highway, or street through a tract of land, regardless of area, which may create a division of lots or parcels constituting a subdivision; and

(b) Re-subdivision of land heretofore divided or platted into lots, sites, or parcels.

SUBDIVISION CLUSTER.

(1) A subdivision of land in which the lots have areas less than the minimum lot area of the zone in which the subdivision is located, but which comply with the cluster subdivision provisions of the zoning ordinance.

(2) A significant part of the land is privately reserved or dedicated as permanent common open space to provide an attractive low-density character for the residential lots in the subdivision.

SUBDIVISION IMPROVEMENT PLANS

- (1) Civil Engineering plans associated with required infrastructure improvements and utilities required for a subdivision

SUBDIVISION APPLICATION REVIEW

- (1) A review by a municipality to verify that a subdivision application meets the criteria of the municipality's ordinances.

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

(Prior Code, § 15.01.030) (Ord. 3-92, passed 1-15-1992)

§ 156.004 CONDITIONS, COVENANTS, RESTRICTIONS AND LONG-TERM MAINTENANCE OF PRIVATELY HELD INFRASTRUCTURE.

(A) ~~Each~~ If a development requires long-term maintenance of privately held infrastructure, the developer/owner of any subdivision development within the city shall, as a condition of that development, cause to be drafted, issued, and placed on file with the city, prior to the issuance of any building permit, excavation, or other construction permit for said subdivision, CCRs that adequately address the ongoing management and enforcement of the development conditions imposed by the developer on that development as a condition of approval by the city.

(B) At a minimum, such CCRs shall make provision for some form of perpetual maintenance and management process either through an effective home owners' association, a dedicated trust fund of sufficient initial size that it may reasonably be expected, as determined by sound actuarial principles, to provide ongoing funding for maintenance of common area facilities, and management and enforcement of the conditions of development as set out in the CCRs, or establish and set out such other arrangements as the city may reasonably find acceptable.

(Ord. 20-2004, passed 9-1-2004)

§ 156.005 STAMPED BY LICENSED ENGINEER.

(A) *Approval of preliminary and final plans.* Any other provision of this chapter or any other city ordinance notwithstanding, each preliminary or final subdivision, or other development, plan submitted for review to the city shall, from the effective date of this chapter, be required to be stamped or otherwise bear a legible indicia of approval of a licensed engineer or surveyor as appropriate to the plan submitted.

(B) *Costs of City Engineer reviews.* Any other provision of this chapter, or any other city ordinance notwithstanding, from the effective date of this chapter, developers submitting preliminary or final subdivision, or other development, plans for review by the City Engineer shall be required to pay the cost of those plan reviews. The City Engineer will provide the city with a documented billing record of such reviews, and the city will provide that billing information to the responsible developer. The developer will pay the billing directly to the city.

(Ord. 26-98, passed 11-18-1998)

§ 156.006 BOND FOR CURB, GUTTER DAMAGE.

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

(B) Upon inspection by, and approval of, the City Engineer, either:

(1) The funds posted under the bond required above shall be utilized to repair damage done to curbs and gutters during construction, if any, with:

(a) Any monies not used for those repairs to be returned to the individual who posted the bond; or

(b) If the money posted under the bond is insufficient to cover the cost of repairs as determined to be required by the City Engineer, the builder will be contacted and shall provide such additional sums as shall reasonably be necessary to complete the repairs.

(2) If there is no damage identified by the City Engineer, the bond shall be released to the party who provided the bond.

(Ord. 16-99, passed 12-1-1999)

§ 156.007 NEW DEVELOPMENT PLANNING, INSPECTION, AND ESCROW RELEASE REPORT.

The city's New Development Planning, Inspection, and Escrow Release Report, as contained in Ord. 18-2005, along with the ordinance's "Addendum A," is hereby adopted by reference as if incorporated into this code in full.

(Ord. 18-2005, passed 12-7-2005)

PRELIMINARY PLAN

§ 156.020 PRELIMINARY INFORMATION.

Each person who proposes to sub-divide land within the city limits ~~may~~shall confer with the ~~Development Review Committee Planning Commission staff~~ before preparing any plats, charts, or plans in order to become familiar with the city subdivision requirements and existing master plans for the territory in which the proposed subdivision lies, and to discuss the proposed plan of development of the tract.

(Prior Code, § 15.02.010) (Ord. 3-92 passed 1-15-1992)

§ 156.021 SUBDIVISION INFORMATION FORM.

A subdivision information form supplied to the subdivider by the Planning Commission shall be filled out and submitted to the Planning Commission with the preliminary plan.

(Prior Code, § 15.02.020) (Ord. 3-92 passed 1-15-1992)

§ 156.022 PRELIMINARY PLAN FILING.

A preliminary plan shall be prepared in ~~conformation with the standards, rules, and regulations contained herein, and conformance with the standards, rules, and regulations contained herein, and shall be provided in an PDF format and method accepted by the City~~12 black and white prints and reviewed by the Community Development Department for completeness. ~~thereof shall be submitted to the Planning Commission for approval or disapproval. Prior to Planning Commission review, the preliminary plan shall be submitted to the Development Review Committee (DRC) for their review and comment. The DRC shall review and provide written comments to the applicant and the Planning Commission within fifteen (15) business days of a complete application. One print shall be delivered by the Planning Commission to each of the following for their information and recommendations of such officials and departments: County Recorder, City Engineer, City Fire Department, County Health Officer, County~~

~~School Board, and companies furnishing telephone, electric, water or gas service, and the canal company.~~

(Prior Code, § 15.02.030) (Ord. 3-92 passed 1-15-1992)

§ 156.023 PRELIMINARY PLAN APPLICATION FEE.

At the time of filing the preliminary plan, the subdivider shall deposit with the ~~City Planning Commission~~ a non-refundable fee made payable to the city. The City Council shall, by resolution from time to time, prescribe the amount of such fee, which shall be for the purpose of reimbursing the city for the expense incidental in connection with the checking and approving of such subdivision plans. Such fees are hereby made a part of the West Haven City Consolidated Fee Schedule. The West Haven City Consolidated Fee Schedule is hereby adopted by reference.

(Prior Code, § 15.02.040) (Ord. 3-92 passed 1-15-1992; Ord. 26-2023, passed 1-3-2024)

§ 156.024 PRELIMINARY PLAN REQUIREMENTS.

(A) The preliminary plan shall be drawn to a scale not smaller than 100 feet to the inch and shall show:

- (1) The proposed name of the subdivision;
- (2) The location as forming a part of a larger tract or parcel, where the plat submitted covered only a part of a larger vacant area. In such case, a sketch of the prospective future street system of the unplatted parts shall be submitted, and the street system of the part submitted shall be considered in the light of adjustments and connections with the future street system of the larger area;
- (3) Sufficient information to locate accurately the property shown on the plan;
- (4) The individual or company names and addresses of the subdivider, the engineer and the registered land surveyor of the subdivision, and the owners of the land immediately adjoining the land to be subdivided;
- (5) Contour map at intervals of two feet, five feet, or ten feet, as determined by the Planning Commission;
- (6) The boundary lines of the tract to be subdivided;
- (7) 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;
- (8) Existing sanitary sewers, storm drains, water supply mains, water wells, and culverts within the tract and immediately adjacent thereto;
- (9) 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 of spacing to be dedicated to the public, or designated as private streets or private access rights-of-way; and

(10) North point, scale, and date.

(B) Plans or written statements prepared by a licensed civil engineer regarding the width and type of proposed pavement, location, size, and type of proposed sanitary sewers or other sewage disposal facilities, proposed water mains and hydrants, and other proposed stormwater drainage facilities, and other proposed improvements such as sidewalks, plantings, and parks, and any grading of individual lots.

(C) UDOT Conditional Access Permit approval or minutes from a UDOT pre-application meeting, if applicable.

(D) The applicant shall provide will serve or availability letters from the culinary water authority and the sanitary sewer authority regarding the proposed subdivision.

(Prior Code, § 15.02.050) (Ord. 3-92 passed 1-15-1992)

§ 156.025 PRELIMINARY PLAN APPROVAL.

(A) Following a review of the preliminary ~~plan by the DRC~~, the Planning Commission shall act on the plan as submitted or modified. If approved, the Planning Commission shall express its written approval with whatever conditions are attached and by returning one copy of the preliminary plan, signed by the ~~Community Development Director~~~~Planning Director~~, to the subdivider. If the preliminary plan is disapproved, the Planning Commission shall indicate its disapproval in writing and reasons therefore by similarly-signed copies.

(B) Notification of approval of the preliminary plan shall be authorization for the subdivider to proceed with the preparation of the ~~subdivision improvement plans and final plat, and specifications for the minimum improvements required in this chapter.~~

(Prior Code, § 15.02.060) (Ord. 3-92 passed 1-15-1992)

§ 156.026 TIME LIMITATION.

(A) Approval of the preliminary plan by the Planning Commission shall be valid for a maximum period of 18 months after approval~~, unless, upon application of the subdivider, the Planning Commission grants an extension.~~

(B) The applicant may seek a six (6) month extension from the Planning Commission. The Planning Commission shall not approve a six (6) month extension if there have been changes in the land use regulations that govern the proposed development since the initial approval.

(C) If the final plat has not been submitted within the 18 months or approved extended period, the preliminary plan must again be submitted to the Planning Commission for re-approval; however, preliminary approval of a large tract shall not be voided; provided, that the final plat of the first section is submitted for final approval within the 18-month period.

(Prior Code, § 15.02.070) (Ord. 3-92 passed 1-15-1992)

§ 156.027 GRADING LIMITATION.

No large scale excavation, grading, or regarding as determined by the Planning Commission shall take place on any land for which a preliminary subdivision plan has been submitted until such plan has been given preliminary approval by the Planning Commission, and then only in accordance with the excavation ordinance of the city.

(Prior Code, § 15.02.080) (Ord. 3-92 passed 1-15-1992)

§ 156.028 SUBMITTAL CRITERIA.

All preliminary subdivision plats (24 by 36 sheet size) must contain the following:

- (A) A subdivision name;
- (B) A north arrow, scale, not less than one to one hundred (1:100), and reparation date;
- (C) A vicinity map to locate the property to be subdivided;
- (D) The boundary lines and dimensions of the parcel to be subdivided;
- (E) The location, widths, areas, and other dimensions of proposed lots, streets, easements, detention basins, and other features of the subdivision;
- (F) The location of existing and proposed improvements such as curbs and gutters, sanitary sewers, storm drains, and drainage plan, water supply lines, and culverts within 100 feet of the subdivision;
- (G) The location, widths, and other dimensions of existing or platted streets, or other features, such as water courses, buildings, or railroad lines within 200 feet of the proposed subdivision;
- (H) Existing ground contours of intervals not less than two feet; and
- (I) The names and addresses of the property owner of record, developer, engineer, or surveyor, and the owner'

(Ord. 17-98, passed 6-3-1998)

FINAL PLAT

§ 156.040 SUBDIVISION IMPROVEMENT PLANS AND FINAL PLAT REQUIRED.

- (A) After compliance with the provisions of §§ [156.020](#) through [156.028](#), the subdivider shall submit a final plat and subdivision improvement plans with four copies thereof to the City. the Development Review Committee (DRC) Planning Commission. Such plat shall be accompanied by a letter of certification by the subdivided registered land surveyor, indicating that all lots meet the requirements

of the zoning ordinance. The City Engineer and Community Development Director shall serve as the Land Use Authority for the Subdivision Improvement Plans and the Planning Commission shall be the approval authority for the Final Plat application.

(B) Subdivision Improvement Plans: Subdivision Improvement Plans shall be prepared by a licensed engineer and conform to current engineering, public works, and International Fire Code standards, as well as all other applicable City and Utah code requirements, in a PDF format.

- (1) The Subdivision Improvement Plans shall address conditions within the initial preliminary plan report and any conditions of approval by the Planning Commission.
- (2) Improvement Plans shall comply with West Haven requirements for all Subdivisions found in this title, in addition to adopted design standards, master plans, stormwater standards as adopted by the City and State, and any other applicable standards adopted by the City.

(C) Final Subdivision Plat: A final Subdivision plat shall be prepared by a licensed land surveyor, and conforming to current surveying practice and in a form acceptable to the Weber County Recorder for recordation and meet the standards in § 156.041 FINAL PLAT REQUIREMENTS. Before printing on a mylar, the applicant shall submit a draft copy of the final plat for review

- (1) A draft copy of the final plat in a PDF format specified by the City
- (2) A title report dated no more than 30 days before the date of application
- (3) A copy of the subdivision improvement plans
- (4) Notation of any self-imposed restrictions, or other restrictions, if required by the Planning Commission in accordance with this title;
- (5) Other final subdivision plat notes, as required by West Haven or Utah Code, or as required by the Planning Commission.

(D) Subdivision Final Plat and Improvement Plan Review Process: The Development Review Committee (DRC) shall review and provide reports to the applicant in compliance with Utah Code §10-9a-604.2 as amended.

- (1) The subdivision Final Plat and Improvement Plans shall be subject to four Review Cycles, as defined in this chapter.
 - (a) Once the applicant has submitted a complete application, the DRC shall have twenty (20) business days to review and provide an indexed report to the applicant with all required changes. This report shall cite and reference adopted code, design standards, and master plans that would require the change.
 - (b) The DRC may require additional information relating to an applicant's plans to ensure compliance with City ordinances and

approved standards and specifications for the construction of public improvements; and

- (c) The DRC shall require modification to plans that do not meet current ordinances, applicable standards, or specifications, or do not contain complete information.
- (2) The Review Cycle limitation does not apply to property containing sensitive lands and geological hazard areas.
- (3) If an applicant makes a material change to a plan set, the DRC has the discretion to restart the review process at the first review of the final application, but only with respect to the portion of the plan set that the material change substantially affects.
- (4) The applicant shall submit revised plans and shall provide a written explanation in response to the DRC's review comments, identifying and explaining the applicant's revisions and any reasons for declining to make a revision.
 - (a) If the applicant does not submit a revised plan within twenty (20) business days after the DRC requires a modification or correction, the DRC shall have an additional twenty (20) business days to respond to the plans.
- (5) If on the fourth and final review, the DRC fails to respond within 20 business days or the improvement plans are not approved, the DRC shall, upon request of the property owner, and within 10 business days after the day on which the request is received:
 - (a) For a dispute arising from the subdivision improvement plans, assemble an appeal panel in accordance with Utah Code §10-9a-508(5)(d) to review and approve or deny the final revised set of plans. Unless otherwise agreed by the applicant and the City, the panel shall consist of the following three experts:
 - 1. one licensed engineer, designated by the City;
 - 2. one licensed engineer, designated by the land use applicant; and
 - 3. one licensed engineer, agreed upon and designated by the two designated engineers as appointed in this section.
 - (b) The members of the appeal panel assembled by the City may not have an interest in the application that is the subject of the appeal.
 - (c) The subdivision applicant shall pay 50% of the cost of the panel and the City's published appeal fee.
- (6) For a dispute arising from a subdivision application review, the applicant may file an appeal with the Hearing Officer.

(E) The City shall review and approve or deny a final subdivision plat and subdivision improvement plans application in accordance with the provisions of this title and

other development standards adopted by the City. An applicant's failure to comply with these standards by the fourth and final review will result in denial, after which the applicant may choose to reapply or appeal the decision in accordance with the process outlined in this title.

(F) Once the applicant addresses all of the DRC's review notes, the improvement plans shall be submitted to the City Engineer and Community Development Director for approval. Once the improvement plans are approved, the final plat shall be submitted to the Planning Commission for final approval. Once approved, the applicant shall submit a signed final plat to the City for signatures on one twenty four inches by thirty six inches (24" x 36") in ink on reproducible mylar copy of the final subdivision plat along with one digital copy (type to be specified by the Director) at the same scale and containing the same information. All sheets shall be numbered and referenced to an index map, and all required certificates shall appear on a single sheet (along with the index and vicinity maps).

(G) Final plats are subject to approval by the Culinary Water Authority and the Sanitary Sewer Authority, and a signature box shall be provided on the final plat for the Sanitary Sewer Authority's signature.

~~The final plat and accompanying information shall be submitted to the Planning Commission at least five days prior to a regularly scheduled Planning Commission meeting in order to be considered at said meeting.~~

(Prior Code, § 15.04.010) (Ord. 3-92 passed 1-15-1992)

§ 156.041 FINAL PLAT REQUIREMENTS.

(A) The final plat shall consist of a sheet of approved tracing linen or Mylar to the outside or trim dimensions of 24 by 36 inches, and the border line of the plat shall be drawn in heavy lines leaving a space of at least one-half inch margin on all four sides of the sheet. The final plat shall be signed and stamped by a registered land surveyor. The plat shall be so drawn that the top of the sheet faces either north or east, whichever accommodates the drawing best. All lines, dimensions, and markings shall be made on the tracing linen with approved waterproof, black India drawing ink. The plat shall be made to scale large enough to clearly show all details, and in any case not smaller than 100 feet to the inch and the workmanship on the finished drawing shall be neat, clean-cut, and readable. The plat shall be signed by all parties mentioned in division (A)(8) below, duly authorized and required to sign, and shall contain the following information:

(1) A subdivision name, approved by the County Recorder, and the general location of the subdivision in bold letters at the top of the sheet. The township, range, and quarter section shall be shown on the top of the plat;

(2) Where a subdivision complies with the cluster subdivision provisions of the zoning ordinance, the final plat shall indicate underneath the subdivision name the words, "cluster subdivision;"

(3) A north point and scale of the drawing and the date;

(4) Accurately drawn boundaries, showing the proper bearings, basis of bearings, and dimensions of all boundary lines of the subdivision. These lines should be slightly heavier than street and lot lines. The state plane grid bearings (where available) shall be noted on the linen, and the basis of bearing sufficient for retracement shall also be noted on the final plat;

(5) The names, widths, lengths, bearings, and curve data on centerlines of proposed streets, alleys, and easements; also the boundaries, bearings, and dimensions of all portions within the subdivision as intended to be dedicated to the use of the public; the lines, dimensions, bearings, areas, and numbers of all lots, blocks, and parts reserved for any reason within the subdivision. All lots are to be numbered consecutively under a definite system approved by the City Engineer. All proposed streets shall be named or numbered consecutively under a definite system approved by the City Engineer and conform as far as practicable to the adopted street naming and numbering system of the city;

(6) A house number indicating the street address for each lot in the subdivision shall be assigned by the City Engineer marked on each lot so as to face the street frontage. Corner lots shall have a house number assigned for frontage;

(7) Parcels of land to be dedicated as public parks or to be permanently reserved for private common open space shall be included in the lot numbering system and shall also be titled "Public Park" or "Private Common Open Space," whichever is applicable;

(8) The standard forms approved by the Planning Commission for all subdivision plats lettered for the following, and as shown in § [156.004](#):

- (a) Description of land to be included in subdivision;
- (b) Registered land surveyor's certificate of survey;
- (c) Owner's dedication certificate;
- (d) Notary public's acknowledgment;
- (e) City Planning Commission's certificate of approval;
- (f) City Engineer's certificate of approval;
- (g) City Attorney's certificate of approval;
- (h) City Council's certificate of acceptance;
- (i) City Clerk's certificate of attest; and
- (j) City Surveyor's certificate of approval.

(9) A three-inch by three-inch space in the lower right-hand corner of the drawing for recording information; and

(10) The subdivision boundary corners shall be set on the site prior to recording of the final plat. The subdivision boundary corners and centerlines street monuments shall be noted on the final plat. ~~For subdivisions that are located in the city which are zoned~~

~~for agriculture (A-1 and A-2), the following statement shall be required on each page of the final plat:~~

(11) The use of lots within the subdivision boundary shall comply with the underlying zoning standards and uses.

~~“Agriculture is the preferred use in the agricultural zones. Agricultural operations as specified in the Zoning Ordinance for a particular zone are permitted at any time including the operation of farm machinery and no allowed agricultural use shall be subject to restriction on the basis that it interferes with activities of future residents of this subdivision.”~~

(B) For subdivisions that include lots which will be partially or completely in the base floodplain (see §§ [157.390](#) through [157.395](#)) of any river, stream, watercourse, lake, or other body of standing water, a boundary and elevations of the floodplain shall be required on the final plat. The lowest elevation of any inhabitable floor in any structure for each lot shall also be shown on the final plat.

(C) The subdivider shall furnish to the City Engineer a complete set of drawings signed and stamped by a licensed civil engineer of engineering designs for all streets, existing and proposed, and all utilities to be constructed within the subdivision together with the final plat. All such utility and road construction shall be in accordance with the adopted public works standards of the city.

(D) (1) After approving and signing the final plat, the Planning Commission shall submit the plat for approval of the City Engineer, who shall check the engineering requirements of the drawing and determine the amount of the bond to assure construction of the improvements where necessary.

(2) After approval and signature by the City Engineer, the plat and bond agreement shall be submitted to the City Attorney and the City Council, respectively, for their approval. The final plat, bearing all official approvals as above required, shall be deposited in the offices of the County Recorder for recording at the expense of the subdivider, who shall be notified of such deposit by the office of the County Recorder.

(3) Any final plat not so approved and signed, or which shall not be offered for recording within one year after the date of final approval, unless the time is extended by the Planning Commission, shall not be recorded or received for recording, and shall have no validity whatsoever.

(4) No street improvements or utilities shall be installed until after approval of the improvement plans by the City Engineer and **Community Development Director**. No lots included in such plat shall be purchased, sold, exchanged, or offered for sale, and no construction of buildings upon such lots shall begin until the final plat is so approved and recorded.

(5) The subdivider shall deposit with the city, at the time of final plat approval, an amount of money equal to the estimated cost of purchase and installation of the traffic-control and street name signs required for proper completion of subdivision traffic direction.

(6) The subdivider shall deposit with the city, at the time of final plat approval, an amount of money equal to the estimated cost of the street monuments required for the subdivision so that the city may install such monuments as soon as practical by giving the first opportunity to the subdividing surveyor, or his or her designee.

(Prior Code, § 15.04.020) (Ord. 3-92 passed 1-15-1992; Ord. 2-96, passed 3-20-1996)

(E) Dedication Language: Public roadways and rights-of-way shall be dedicated to the City with the following language. The City may alter this language in cases of conflicting master development agreements or in unique circumstances that may require special language to address those needs:

We, the undersigned owners of all the real property depicted on this plat and described in the surveyor's certificate on this plat, having clean title and full legal authority to dedicate the same, have caused the land described on this plat to be divided into lots, streets, parks, open spaces, easements and other public uses as designated on the plat, and to be hereinafter known as the " _____ Subdivision."

We now do hereby dedicate, grant, and convey, in perpetuity, pursuant to the provisions of § 10-9a-607, Utah Code, without condition, restriction or reservation to West Haven City, Utah, all public streets or other public rights-of-way as public thoroughfares for access, and also dedicate all designated public utility easements (P.U.E.), municipal utility easements (M.U.E), and other easements to West Haven City for the installation, maintenance, and operation of public service utility lines, municipal utility lines, storm drain lines, and intended public uses and municipal uses.

We now do also hereby dedicate, grant, and convey in perpetuity, pursuant to the provisions of § 10-9a-607, Utah Code, without condition, restriction, or reservation to West Haven City, Utah, all public open spaces, public parks, and all other places of public use noted on the plat to West Haven City, Utah, together with all improvements and special conditions required by the Development Agreement, dated _____, executed between the undersigned and West Haven City, for the benefit of West Haven City and the inhabitants thereof.

OWNER(S):

PRINTED NAME OF OWNER

AUTHORIZED SIGNATURE(S)

SUBDIVISION PLAT AMENDMENT

156.50 SUBDIVISION PLAT AMENDMENT

(A) No lot(s) within a subdivision approved by the City and recorded in the County Recorder's office, in accordance with the provisions of this chapter, shall be further divided, rearranged, added to, or reduced in area, nor shall the boundaries of any lot be altered in any manner so as to create more lots than initially recorded or any nonconforming lot, without first petitioning the City to amend the subdivision plat and obtaining the approval of the City.

(1) The Planning Commission shall be the Land Use Authority for a Subdivision Amended Plat unless that amendment proposes to amend, vacate, or alter a City right-of-way or easement, in which case the Planning Commission shall make a recommendation to the City Council that will serve as the Land Use Authority.

(2) All subdivision amendments shall comply with the provisions of this chapter, the underlying zoning standards, and standards set within Utah Code §10-9a-608 and §10-9a-609 as amended.

(3) The Land Use Authority shall approve, approve with conditions, or deny a Subdivision Amended Plat Application subject to all applicable standards.

SUBDIVISION STANDARDS

§ 156.055 RELATED TO ADJOINING STREET SYSTEMS.

(A) The arrangement of streets in new subdivisions shall make provision for the continuation of the existing streets in adjoining areas (or their proper protection where adjoining land is not subdivided) insofar as such may be deemed necessary by the Planning Commission for public requirements. The street arrangement must be such so as to cause no unnecessary hardship to owners of adjoining property when they plat their own land and seek to provide for convenient access to it.

(B) Minor streets shall approach the major or collector streets at an angle of not less than 80 degrees.

(C) **Secondary Access.** Developments of one- or two-family dwellings where the number of dwelling units exceeds 30 shall be provided with two separate and approved access roads. All developments shall comply with West Haven and Weber Fire District Access standards.

(Ord. 3-92 passed 1-15-1992)

§ 156.056 STREET AND ALLEY WIDTHS, CUL-DE-SACS, EASEMENTS.

(A) Streets in subdivisions shall be dedicated to the city as public streets, except that private streets improved to city public street standards may be approved in planned residential unit developments (PRUDs).

(B) Major and collector streets shall conform to the width designated on the master street plan wherever a subdivision falls in an area for which a master street plan has been adopted. For territory where such street plan has not been completed at the time the preliminary plan is submitted to the Planning Commission, major or collector streets shall be provided as required by the Planning Commission, with minimum widths of 80 or 100 feet for major streets and 66 feet for collector streets.

(C) Standard residential streets shall have a minimum width of 60 feet, except that minor terminal streets and loop streets, or minor private streets, may have widths of not less than 50 feet.

(D) Minor terminal streets (cul-de-sacs) proposed in the subdivision of flat land where topography presents no barriers to development shall have a maximum length of 650 feet to the beginning of the turnaround or may serve a maximum of 14 lots, whichever is greater. Where a street is designated to remain only temporarily as a dead end street, an adequate temporary turning area shall be provided at the dead-end thereof to remain and be available for public use so long as the dead end conditions exists.

(E) Marginal access streets of not less than 40 feet in width shall be required paralleling all limited access major streets, unless the subdivision is so designed that lots back onto such major streets.

(F) Half-streets proposed along a subdivision boundary or within any part of a subdivision shall not be approved.

(G) All proposed streets, whether public or private, shall conform to the city street cross-section standards as recommended by the Planning Commission and adopted by the City Council.

(H) Except where due to special circumstances, street grades over sustained lengths shall not exceed the following percentages: on major public streets, 8%; on collector streets, 10%; on minor streets, 12%; and on private streets, 15%.

(I) Alleys shall have a minimum width of 20 feet. Alleys may be required in the rear of business lots, but will not be accepted in residential blocks except under unusual conditions where such alleys are considered necessary by the Planning Commission.

(J) Where subdivision streets parallel contiguous property of other owners, the subdivider may retain a protection strip of not less than one foot in width between said street and adjacent property; provided that an agreement with the city and approved by the City Attorney has been made by the subdivider, contracting to dedicate the one foot or larger protection strip free of charge to the city for street purposes upon payment by the then owners of the contiguous property to the subdivider of a consideration named in the agreement, such consideration to be equal to the fair cost of the street improvements properly chargeable to the contiguous property, plus the value of one-half the land in the street at the time of the agreement.

(Ord. 3-92 passed 1-15-1992)

§ 156.057 BLOCKS.

(A) The maximum length of blocks generally shall be 1,300 feet and the minimum length of blocks shall be 500 feet. Blocks over 800 feet in length may, at the discretion of the Planning Commission, be provided with a dedicated walkway through the block at approximately the center of the block. Such walkway shall be not less than six feet in width.

(B) The width of blocks shall be sufficient to allow two tiers of lots, or as otherwise approved by the Planning Commission because of design, terrain, or other unusual conditions.

(C) Blocks intended for business or industrial use shall be designed specifically for such purposes with adequate space set aside for off-street parking and delivery facilities.

(Ord. 3-92 passed 1-15-1992)

§ 156.058 LOTS.

(A) The lot arrangement and design shall be such that lots will provide satisfactory and desirable sites for buildings, and be properly related to topography and to existing and probable future requirements.

(B) All lots shown on the subdivision plat must conform to the minimum area and width requirements of the zoning ordinance for the zone in which the subdivision is located, or:

(1) Except as otherwise permitted by the ~~Hearing Officer Board of Adjustments~~;

(2) Where in accordance with the cluster subdivision or Planned Residential Unit Development provisions of the zoning ordinance; or

(3) As required by the County Health Officer as being the minimum area necessary for septic tank disposal and water, and well protection, if greater than the above area requirements.

(C) Each lot shall abut on a public street, private street, or private access right-of-way dedicated by the subdivision plat or an existing publicly-dedicated street, or on a street which has become such by right of use and is more than 26 feet wide, except as provided in division (D) below. Interior lots having frontage on two streets shall be prohibited except where unusual conditions make other design undesirable.

(D) Where approved by the ~~Planning Commission, Board of Adjustments~~ lots not having frontage on a street as required by the zoning ordinance for the zone in which the subdivision is located but upon a right-of-way may be included within a subdivision, provided the following requirements are met:

(1) The Planning Commission determines that it is impractical to extend streets to serve such lots;

(2) The area of the right-of-way shall be in addition to the minimum lot area requirements of the zone in which the lot is located;

(3) The grade of any portion of the right-of-way or fee title access strip shall not exceed 15%; and

(4) Lots so created shall be large enough to comply with all yard and area requirements of the zone in which the lot is located.

(E) Corner lots shall have extra width sufficient for the maintenance of required building lines on both sides.

(F) Side lines of lots shall be approximately at a right angle, or radial, to the street line.

(G) All remnants of lots below the minimum size left over after subdividing a larger tract must be added to adjacent lots, rather than allowed to remain as unusable parcels.

(H) Where the land covered by a subdivision includes two or more parcels in separate ownership and the lot arrangement is such that a property ownership line divides one or more lots, the land in each lot so divided shall be transferred by deed to either single or joint ownership before approval of the final plat, and such transfer certified to the Planning Commission by the County Recorder.

(I) The Planning Commission may require that easements for drainage through adjoining property be provided by the subdivider, and easements of not less than ten feet in width for water, sewers, drainage, power lines, and other utilities shall be provided in the subdivision when required by the Planning Commission.

(J) (1) No mailbox or other receptacle may be installed within developments within the city unless such installation and equipment has been reviewed and approved by the postmaster responsible for the delivery of mail to that property.

(2) Regulations promulgated by the United States Postal Service relating to mailboxes and similar receptacles, including, but not limited to, the installation and approved types of said receptacles, are hereby incorporated by this reference as if fully set out herein, and a violation of said regulations shall constitute a violation of this subchapter.

(Ord. 3-92 passed 1-15-1992; Ord. 09-2001, passed 8-1-2001) Penalty, see § [156.999](#)

§ 156.059 PARKS, SCHOOL SITES, AND OTHER PUBLIC PLACES.

(A) In all subdivisions and subdivisions where there are no public streets, the Planning Commission may require the dedication to the city of not more than 3% of the gross area of the subdivision for parks, open spaces, or other public uses in such locations as approved by the Planning Commission as indicated on the approved preliminary plan.

(B) Where it is determined that a greater amount of land is required for parks and open spaces to meet the master plan requirements for that area of the city, or a school site is required, the Planning Commission, after so apprising the appropriate agency, shall so indicate the open space or school site requirements to the subdivider on the approved preliminary plan.

(C) The subdivider, at the time of filing the final plat with the Planning Commission, must offer to sell at a fair market price to the city or other appropriate public agency, within one year immediately following the recording of the final plat, any land so designated for school sites or any land designated for park or open space in excess of the 3% of land area required to be dedicated in accordance with division (A) above.

(D) If any such proposed public areas or school sites have not been purchased by the appropriate public agency within one year after the recording of the final plat, such areas may be subdivided into lots and blocks in accordance with the requirements of this subchapter.

(Ord. 3-92 passed 1-15-1992)

§ 156.060 CLUSTER SUBDIVISIONS; SPECIAL PROVISIONS.

(A) *Design standards.*

(1) The design of the preliminary and final plats of the subdivision in relation to streets, blocks, lots, common open spaces, and other design factors shall be in harmony with the intent of zoning regulations, elements of the master plan that have been adopted by the Commission, and design standards recommended by the Planning Commission and approved by the City Council.

(2) Streets shall be so designed as to take advantage of open space vistas and to create drives with a rural or open space character.

(3) Cluster subdivisions, in areas of the city where year-round living is normally expected or proposed, shall use the following design elements in preparation of the preliminary plat of the cluster subdivision.

(a) A majority of the proposed lots shall have direct access to the common open space. The remaining lots shall be connected to the common space by a trail system or by a sidewalk system in urban-type subdivisions.

(b) The proposed common open space shall consist of land which, under normal circumstances, could be considered for subdivision. Land which could normally not be developed but provides an amenity may also be a part of the common open space. This may include riding arenas, lakes, developed play areas, golf courses, or other similar such amenities.

(c) The number of lots in any cluster shall be approved by the Planning Commission. The design of the clusters shall generally be such that open space vistas or developed open spaces intercede between clusters.

(B) *Provision of common open space.*

(1) The subdivider of a cluster subdivision shall submit plans of landscaping and improvements for the common open spaces. He or she shall also explain the intended use of the open space and provide detailed provisions of how the improvements thereon are to be financed and the area maintained. A cluster subdivision must meet the requirements of the zoning ordinance, must assure proper use, construction, and maintenance of open space facilities, and must result in a development superior to

conventional development in terms of its benefits to future owners of the subdivision, surrounding residents, and the general public.

(2) The Planning Commission may place whatever additional conditions or restrictions it may deem necessary to ensure development and maintenance of the desired character, including plans for deposition or re-use of property if the open space use is not maintained in the manner agreed upon or is abandoned by the owners.

(C) *Guarantee of common open space improvements.* As assurance of completion of common open space improvements, the subdivider may be required to file with the City Council a surety or cash bond guaranteeing such completion in a manner satisfactory to the City Council, within two years of such filing. Upon completion of the improvements for which a surety or cash bond has been filed, the subdivider shall call for inspection by the Planning Commission, such inspection to be made within 14 days from the date of request. If inspection shows that landscaping and construction have been completed in compliance with the approved plan, the bonds therefor shall be released within seven days from the time of inspection. If the bonds are not released, refusal to release and reasons therefor shall be given to the subdivider in writing, also within seven days from the time of inspection.

(D) *Continuation of common open space.* As assurance of continuation of common open space use, in accordance with the plans approved by the Planning Commission, the subdivider shall grant to the city an open space easement on and over the common open space prior to the recording of the final plat, which easement will not give the general public right of access but will provide that the common open space remains open.

(E) *Maintenance of common open space, and the like.*

(1) As assurance of maintenance of the common open space and other improvements where so required, the subdivider shall cause to be formed, prior to the recording of the final plat, a Lot Owners' Association, and shall establish articles of incorporation of the Association, bylaws, and covenants outlining the purpose, organization, and operation of the Association.

(2) Such articles of incorporation and covenants shall, among other things, provide:

(a) Membership shall be mandatory for each lot purchased and each successive buyer;

(b) Common open space restrictions must be permanent, not just for a period of years;

(c) The Association must be responsible for liability insurance, local taxes, and the maintenance of recreational and other facilities;

(d) Lot owners must pay their prorated share of the costs;

(e) The assessment levied by the Association can become a lien on the property;

(f) The Association must be able to adjust the assessment to meet changed needs; and

(g) In the event the Lot Owners' Association does not maintain the common open space and improvements as proposed and indicated at the time of subdivision, the city may, at its option, do or contract to have done the required maintenance and recover the costs incident thereto by means of a lien against the involved properties of the members of the Lot Owners' Association.

(Ord. 3-92 passed 1-15-1992)

§ 156.061 IDENTIFICATION OF FLOODPLAIN.

(A) The **FLOODPLAIN**, as used herein, shall mean 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 (FHBM) (#490187A) dated May 2, 1978, as amended from time to time.

(B) In subdivisions of at least nine lots, base flood and ground elevation data shall be provided for each lot by the developer and approved by the City Engineer.

(1) Such data shall appear on the final subdivision linen. In subdivisions of fewer than nine lots, the base elevation shall be determined by the City Engineer.

(2) Any existing base flood elevation from federal, state, or local sources shall be utilized to determine such flood elevations.

(C) In accordance with guidelines set by the Federal Flood Insurance Administration, the elevations of the lowest inhabitable floor for any building or structure shall be equal to or higher than the base flood elevation as determined by the flood hazard boundary map and the City Engineer.

(Ord. 3-92 passed 1-15-1992)

§ 156.062 POWER AND TELEPHONE UTILITIES.

All electric power and telephone utility extensions to and in new subdivisions shall be installed underground to utility company specifications, except in those locations where the utility companies determine, and the Planning Commission concurs, that it is impractical due to steep terrain, inaccessible location, and the like.

(Ord. 3-92 passed 1-15-1992)

§ 156.063 PUBLIC WORKS STANDARDS.

(A) *Public works standards.*

(1) *Modified high-back curb.* Any other provision of this, or any other, city ordinance notwithstanding, modified high-back curb shall, from the effective date of this chapter, be required as a part of all future development within the city as specified in the public works standards.

(2) *TV and flush of storm drains and sewers.* Any other provision of this chapter or any other city ordinance notwithstanding, from the effective date of this chapter,

developers shall be required to provide TV and flush services to storm drains and sewers installed in the city as a part of all future development within the city as specified in the public works standards.

(B) *Public works diagrams.*

[IMAGE]

(Ord. 23-98, passed 10-7-1998)

CONDOMINIUM PROJECTS

§ 156.075 DEFINITIONS.

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

CONDOMINIUM PROJECT. A real estate condominium project, a plan, or a project whereby two or more units, whether contained existing or proposed apartment, commercial, or industrial buildings, or structures or otherwise, are separately offered, or proposed to be offered, for sale. **CONDOMINIUM PROJECT** shall also mean the property where the context so requires.

UNIT. A separate physical part of the property intended for any type of independent use, including one or more rooms or spaces located in one or more floors (or part or parts of floors) in a building or a time period unit, as the context may require. A convertible space shall be treated as a **UNIT** in accordance with UCA § 57-8-13.4, as amended.

(Ord. 3-92 passed 1-15-1992)

§ 156.076 CONDOMINIUM PROJECTS; SUBDIVISIONS.

A condominium project shall be considered to be a subdivision, and a record of survey map or supplement thereto prepared pursuant to the Condominium Ownership Act, UCA § 57-8, as amended, shall be considered to be a subdivision map or plat with respect to such real property or improvements that are to be dedicated to the use of the public, and to those units which are not contained existing or proposed buildings.

(Ord. 3-92 passed 1-15-1992)

§ 156.077 CONDOMINIUM PROJECTS TO COMPLY WITH LOCAL ORDINANCES.

(A) Condominium projects shall comply with all the provisions of the city uniform zoning ordinance, the building, health, and similar development regulations and ordinances of the city, and with the city subdivision regulations, and shall follow the procedures outlined in such regulations for processing subdivisions.

(B) The standards and criteria for geographical layout of a condominium project, the facilities of utility lines and roads, and the percentage of the project to be devoted to common or recreational use shall comply with the provisions of the ordinances and regulations in division (A) above.

(Ord. 3-92 passed 1-15-1992)

§ 156.078 APPROVAL OF CONDOMINIUM DECLARATION.

A copy of the preliminary condominium declaration prepared pursuant to UCA § 57-3, as amended, shall be submitted to the Planning Commission, along with the preliminary record of survey, for review approval with respect to the standards for the maintenance, upkeep, and operations of roads and the facilities of utility lines.

(Ord. 3-92 passed 1-15-1992)

§ 156.079 INSTALLATION OF IMPROVEMENTS.

The developer of a condominium project shall, at his or her own expense, install the improvements listed in §§ [156.090](#) and [156.091](#). In addition, proposed recreation facilities, clubhouses, recreational vehicle parking areas, and landscaping materials in accordance with an approved plan shall be included in the guarantee of improvements provided by the developer to the city prior to final approval by the city, or except as provided in §§ [156.090](#) and [156.091](#), in accordance with the plans and specifications as approved by the city.

(Ord. 3-92 passed 1-15-1992)

SUBDIVISION IMPROVEMENTS REQUIRED

§ 156.090 OWNER OF SUBDIVISION RESPONSIBLE FOR COSTS.

(A) The owner of any land to be platted as a subdivision shall, at his or her own expense, install the following improvements prior to recording the final plat, or except as provided in § [156.091](#)(A)(2)(b), according to the specifications and standards contained in the West Haven City Engineering Design Standards and Specifications, and by this reference made a part of these, except for septic tanks, which must be installed according to the specifications of, and under the inspection of, the County Health Officer. This document, adopted by reference, is the document of "Public Works Standards and Technical Specifications" previously adopted and utilized by the county. References in this document to "county," "the county," "County Engineer," "County Standards," and the like shall, in all cases, be interpreted to mean "city," "the city," "City Engineer," "city standards," and the like.

(B) The owner or developer of any land to be platted as a subdivision of one lot or more will be required, prior to recording the final plat, to provide ~~a minimum of one-half acre of water, or the equivalent thereof, per acre, if water is currently available with the land being sold, in accordance with the local culinary and secondary water authority.~~_-

(Ord. 3-92 passed 1-15-1992; Ord. 4-95, passed 3-15-1995)

§ 156.091 IMPROVEMENTS REQUIRED.

(A) *Water supply.*

(1) Where an approved public water supply is reasonably accessible or procurable, the subdivider shall install waterlines, or shall contract with the local water distributing agency to make the water supply available to each lot within the subdivision, including laterals to the property line of each lot. The subdivider shall furnish to the County Health

Officer three copies of plans showing the location and size of proposed waterlines and fire hydrants, and also existing waterlines to which a connection is to be made. Information concerning the residual water pressure in the existing mains at the approximate point of connection shall also be furnished. The County Health Officer shall determine the adequacy of the existing water system to provide culinary water and fire protection to the State Board of Health Requirements to the lots in the subdivision. Written approval by the County Health Officer for the proposed water supply shall be submitted to the Planning Commission before consideration of the final plan.

(2) Where an approved public water supply or system is not reasonably accessible nor procurable, the subdivider shall install a water distribution system and provide a water supply to each lot from a source meeting the requirements of the State Board of Health rules and regulations relating to public water supplies and with the approval of the County Health Officer; provided, that the Planning Commission shall permit the water supply to be provided by means of individual wells if, in its determination, the subdivision is not an extension or continuation of an existing or approved subdivision of related property and the subdivision is in a location where water supply pollution is not considered to be a significant problem or factor as follows:

(a) In subdivisions of ten or more, but less than 20, lots where each lot has a minimum area of two and one-half acres and a minimum width of 300 feet; or

(b) In subdivisions of less than ten lots, evidence shall be submitted to the Planning Commission prior to the final approval of the subdivision that an adequate water supply meeting State Board of Health requirements is available in sufficient quantity to serve the subdivision.

(3) If individual well permits will not be issued by the State Division of Water Rights, one well permit must be obtained along with a letter of feasibility from the Division of Water Rights which states that well permits can be issued in the proposed area by the Division of Water Rights for exchange purposes. If well permits cannot be obtained, the lot will no longer be deemed a buildable lot as herein defined. The owner of record of the proposed subdivision property shall record a covenant to run with the land which advises the new lot owner of the requirements to be fulfilled before a building permit can be obtained. This shall include, but not be limited to:

(a) A well permit must be obtained;

(b) The time it may take to obtain the permit;

(c) The well must be drilled;

(d) Water quality to be satisfactory; and

(e) Water quantity to be sufficient, as required by the County Health Department, before a building permit can be obtained from the City Inspector.

(B) *Sewage disposal.*

(1) Where a public sanitary sewer is within 500 feet, or is close enough in the opinion of the County Health Officer and Planning Commission to require a connection,

the subdivider shall connect with such sanitary sewer and provide adequate lateral lines to the property line of each lot. Such sewer connections and subdivision sewer systems shall comply with the regulations and standards of the city, and shall be approved by the City Engineer. Where the construction of a city trunk sewer is required to serve the subdivision, the subdivider shall be required to construct such trunk line in accordance with plans and specifications approved by the city and Sewer Improvement District as part of the normal subdivision improvements. Such trunk line shall be designed with sufficient capacity to serve the entire drainage area, as determined by the City Engineer, with the subdivider being entitled to reimbursement for such oversize costs through additional sewer connection fee assessments to developing properties within said drainage area for a period of ten years from the date of acceptance by the city.

(2) Where a public sanitary sewer is not reasonably accessible, the subdivider shall obtain approval from the County Health Officer for individual sewage disposal for each of the lots. Subdividers shall furnish to the County Health Officer a report of percolation tests completed on the property proposed for subdivision in accordance with the regulations of the State Department of Public Health governing individual sewage disposal systems. Three copies of the subdivision plan showing appropriate contours shall accompany the report and show thereon the location of test holes used in completing the tests. Percolation tests shall be completed and reports prepared and signed by a qualified registered sanitarian or a licensed engineer not in the employ of the city. Written approval from the County Health Officer shall be submitted to the Planning Commission before consideration of the final plat.

(3) Where a public sanitary sewer is not presently or reasonably accessible, the subdivider shall, nevertheless, and notwithstanding anything herein to the contrary, be required to provide adequate lateral lines to the property line of each lot and shall provide for a connection for said laterals as though a sanitary sewer were reasonably accessible. Such sewer connections and subdivision sewer systems shall comply with the "Public Works Standards and Technical Specifications" for the city, as set out in Exhibit A, as well as the "Public Works Standards and Technical Specifications" for the City Wastewater Special Service District as promulgated, and as directed by the City Engineer. Where the construction of a trunk line is required, it shall be constructed in accordance with the terms set out in division (B)(1) above.

(C) *Stormwater.*

(1) The City Engineer may require the subdivider to dispose of stormwater, if such provision is deemed necessary, and provide drainage structures so that runoff from the subdivision does not exceed the runoff under undeveloped or natural conditions. If easements are required across abutting property to permit drainage of the subdivision, it shall be the responsibility of the subdivider to acquire such easements.

(2) When drainage structures, such as stormwater detention facilities, are required by the City Engineer, the city, at its option, may require the facility to be dedicated or otherwise transferred to the city or its designate. The city may also require the developer of the subdivision which the detention facility serves to form a Homeowners' Association of all homes proposed in the subdivision. The purpose of the Association shall be to own and maintain the detention facility in satisfactory condition as specified

by the City Engineer. In such cases, the city shall be granted an easement over the detention facilities to guarantee such facilities will remain and be used as intended for stormwater detention purposes.

(D) *Street grading and surfacing.* All public and private streets and private access rights-of-way shall be graded and surfaced in accordance with the standards and rules and regulations of the City Engineer.

(E) *Curbs and gutters.*

(1) Curbs and gutters shall be installed on existing and proposed streets by the subdivider where, in the opinion of the Planning Commission and City Engineer, they will be necessary to remove surface water, or for safety or other reasons.

(2) After recommendation by the Planning Commission and City Engineer, the City Council may waive curb and gutter improvements on non-state highway streets in subdivisions:

(a) Which are located in a primarily agricultural or rural area;

(b) Where, because of excessive topography and other reasons, runoff from a curb and gutter collection system could not easily and economically be disposed of; or

(c) Of an estate-type nature where the average lot width is 150 feet or more and the average lot is 40,000 square feet or more.

(F) *Sidewalks.* Sidewalks shall be required by the Planning Commission for reasons of safety or public welfare, except that in subdivisions where the average lot width is 150 feet or more, sidewalks may not be required.

(G) *Monuments.* Permanent monuments shall be accurately set and established at such points as are necessary to definitely establish all lines of the plat except those outlining individual lots. Monuments shall be of a type specified in the "City Public Works Standards and Technical Specifications" approved by the City Engineer.

(H) *Street trees.* Street trees shall be planted by the subdivider when so required by the Planning Commission and of a variety and location as approved by the Planning Commission.

(I) *Street signs.* Street signs shall be installed by the subdivider at all locations as designated by the City Engineer. Such signs shall be of such a type and of such material as shall be prescribed by the City Engineer. The City Council shall have the option to install such signs and charge such costs to the subdivider.

(J) *Fencing of canals, and the like.* The city recognizes that canals both provide a vital service to the community while at the same time presenting a possible hazard to certain of our citizens. While the city does not have any direct responsibility for the fencing and maintenance of these canals, in order to facilitate the required maintenance and operation of these facilities, the following procedures shall apply to all development within the city where that development abuts a canal.

(1) All developers proposing to develop or subdivide adjacent to a canal must provide written documentation to the city demonstrating that the canal company responsible for that canal has satisfied itself that the development will not encroach on the canal company's maintenance right-of-way or otherwise impede canal operations; and, evidencing agreement on the part of the developer, to abide by the requirements of the canal company as those requirements may effect the proposed adjacent development.

(2) The city will not grant final approval to any subdivision or development without the documentation set out in division (J)(1) above having been placed in the development file.

(3) Each developer will be required to record the agreement with the canal company set out in division (J)(1) above, together with the finalized subdivision or development plat, in the office of the County Recorder, which plat must clearly show any canal easements or rights-of-way.

(4) The City Planner shall, on an automatic basis, and as a part of the subdivision permit and approval process, provide any canal company with a site plan of any proposed subdivision or development work adjacent to that company's canal.

(K) *Staking of lots.* Survey stakes shall be placed at all lot corners so as to completely identify the lot boundaries on the ground.

(L) *Peripheral fencing.* The Planning Commission may require appropriate type fencing along the periphery of a subdivision in an agricultural zone so as to provide protection to adjacent farming lands from the adverse effects of residential living, and vice versa.

(M) *Secondary water.*

(1) Where a subdivision is proposed covering real property which is located within an existing culinary water district or the service area of an existing water corporation, or public secondary water system operator or provider, or within a water district or water corporation service area created to serve such subdivision, the Planning Commission shall, as part of the approval of the subdivision, require the subdivider to furnish adequate secondary water to the subdivided parcel and to do so in conjunction with the water provider as set out herein.

(a) Additionally, the Planning Commission shall, as a part of the subdivision approval process, require the subdivider to install a secondary water delivery system to the lots in said subdivision sufficient to conform to the public works standards of the city or, in the case of a public secondary water system, to the public works standards of said public water provider (when this situation applies, the standards of the public water supplier shall be deemed, for the purposes of this part, to be the standards of the city).

(b) If such water district or company files or has filed a written statement with the City Planning Commission which specifies that the policy of such water district or company is to the effect that its water is not to be used for other than culinary purposes and will not permit culinary water connections unless secondary water is provided by

the subdivider, a certified copy of the minutes of the Board of Trustees of such water district or company showing the enactment of such policy must be furnished to the City Planning Commission.

(c) Notwithstanding the above, all new development shall be provided with connections to a public secondary water system consistent with the above policy as follows.

1. All new development within one-fourth mile (1,320 feet) of a public secondary water system is required to hook up to the system.

2. New development not within one-fourth mile of a public secondary water system can choose to do one of the following:

a. Postpone development until a public secondary water system is within one-fourth mile of the development; or

b. Develop and construct the necessary secondary waterlines and infrastructure to hook the development to a public secondary system according to the capital facilities plan of the system's provider (this is consistent with the city's current development requirements).

3. Lines constructed by the developer in accordance with this policy and that are, or become, part of the public secondary water provider entity's master plan shall be reimbursed by the public entity to the developer.

(d) **SECONDARY WATER** shall mean water furnished for other than culinary purposes.

(2) Where the city, on behalf of a culinary water agency, requires irrigation water to be provided to each lot in a subdivision as part of the required improvements, the subdivider shall provide for the transfer of irrigation water rights by either of the following methods, as determined by the Planning Commission.

(a) The subdivider shall cause to be formed a Lot Owners' Association as a non-profit corporation for the purpose of owning the irrigation water rights or stock for the lots in the subdivision. The subdivider shall transfer to the Association, at the time of subdivision recording, sufficient rights or stock, as required by the irrigation agency for the number of lots in the subdivision. The Articles of Incorporation of the Association shall provide, in addition to the Association owning the required water rights or shares on behalf of each and every lot owner, that each lot owner shall automatically be a member of the Association, that he or she is entitled to a pro rata share of irrigation water, that he or she is subject to a water distribution schedule and procedure established by the Association, and that he or she is responsible for his or her share of the costs of ditch and system maintenance, and assessments, as made by the Association from time to time.

(b) The subdivider shall provide the county with evidence that he or she holds sufficient irrigation water rights or shares for all of the lots in the subdivision. At the time of recording the approved subdivision plat, he or she shall record a covenant to run with the land in the subdivision, acknowledging that he or she holds sufficient irrigation water

rights or shares for the lots in the subdivision, that these rights or shares will not be disposed of except to the lots in the subdivision, and that with the sale of each lot, he or she will transfer, at no cost, the required water rights or shares needed to properly irrigate the lot to the lot purchaser who is to be responsible for the proper use of the water as outlined in the irrigation water district or company's distribution schedule and procedures.

(N) *Fire hydrants.* Fire hydrants of a type recommended by the County Fire Service Area and the City Engineer shall be required in all subdivisions of four lots or greater in number. The County Fire Service Area shall recommend the location of all fire hydrants in each subdivision, however, general locations shall be one hydrant for each 500 feet of street length.

(O) *Private land drains.*

(1) Where a subdivider finds it necessary to install private subsurface land drains in a subdivision to lower the groundwater table in order to receive County Health Department approval for the operation of septic tank drainfields in certain lots, he or she shall be required to record a deed covenant and restriction to run with the land stating that the city accepts no liability or responsibility for maintenance, repair, replacement, operation, or use of any consequence resulting from the operation or failure of operation of said land drains.

(2) The deed covenant shall provide that the owners of lots serviced by the land drains shall bear an equal responsibility to share all costs relative to the maintenance, repair, or replacement of said drains and also place said owners on notice that no building permit will be issued for said lots until the land drains have been constructed and found to function properly by the County Health Department.

(3) The design of private subsurface land drains shall be approved by both the City Engineer and the County Health Department.

(Ord. 3-92, passed 1-15-1992; Ord. 21-92, passed 12-16-1992; Ord. 1-96, passed 2-7-1996; Ord. 9-98, passed 5-6-1998; Ord. 11-2000, passed 11-15-2000)

§ 156.092 GUARANTEE OF IMPROVEMENTS.

(A) In lieu of actual installation of the improvements required by this chapter, the subdivider may guarantee the installation thereof by one of the methods specified as follows:

(1) The subdivider may furnish and file with the City Council a bond with corporate surety, in an amount equal to the future cost of the installation of the improvements at the termination of the bonding period, as estimated by the City Engineer, to assure the installation of such improvements within a two-year, or shorter or longer, period if otherwise established by the City Council from the approval date of the subdivision plat by the City Council, which bond shall be approved by the City Council; and

(2) The subdivider may deposit in escrow, with an escrow holder approved by the City Council, an amount of money equal to the future cost of the improvements at the termination of the escrow period estimated by the City Engineer, as foresaid, under an

escrow agreement to assure the installation of said improvements within a two-year, or shorter or longer, period if otherwise established by the City Council, from the approval date of the subdivision plat by the City Council, and shall be filed with the City Clerk.

(B) The documents aforesaid shall be approved as to form by the City Attorney. The Planning Commission is authorized to prescribe by administrative rules or regulations, forms, and procedures to ensure the orderly, regular, and efficient processing of applications for the approval of a proposed subdivision and the guarantee of improvements in strict compliance with the requirements of this chapter.

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

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

(Ord. 3-92, passed 1-15-1992)

§ 156.093 INSPECTION OF IMPROVEMENTS.

The City Engineer, Building Inspector, and County Health Officer shall inspect, or cause to be inspected, all buildings, structures, streets, fire hydrants, and water supply and sewage disposal systems in the course of construction, installation, repair, and the like. Excavation for fire hydrants, water, and sewer mains, and laterals shall not be covered over or back filled until such installations shall have been approved by the City Engineer. If any such installation is covered before being inspected and approved, it shall be uncovered after notice to uncover has been issued to the responsible person by the City Engineer.

(Ord. 3-92, passed 1-15-1992)

ENFORCEMENT AND PERMITS

§ 156.105 SUBDIVISION APPROVAL REQUIRED FOR PERMIT.

The City Building Inspector shall not issue any permit unless the plans for the proposed erection, construction, reconstruction, alteration, or use fully conform to all provisions of this chapter. No city officer shall issue any permit or license for the use of any building, structure, or land when such land is a part of a subdivision, as defined herein, until such subdivision has been approved and recorded in the County Recorder's Office. Any license or permit issued in conflict with this chapter shall be null and void.

(Ord. 3-92 passed 1-15-1992)

§ 156.106 SUBDIVISION PROCESSING; SCHEDULE.

(A) *Definitions.* For the purpose of this section, the following definitions shall apply unless the context clearly indicates, or requires, a different meaning.

ENGINEERING CHECKING AND IMPROVEMENT INSPECTION. The work performed by the City Engineer in checking the plans for road construction and utility installation as proposed by the subdivider and the in-site inspection of the actual construction to ensure conformance with city standards.

PLANNING PROCESSING. The procedure followed by the staff of the Planning Commission in accordance with the city subdivision ordinance in checking and reviewing proposed subdivisions leading to final approval by the city.

RURAL SUBDIVISIONS. Subdivisions in a primarily agricultural or rural area and in which the requirements of curbs, gutters, and sidewalks have been waived by the city in accordance with § 156.091.

(B) *Fee schedule.*

(1) A subdivider proposing a subdivision in the city shall deposit with the city a non-refundable fee for planning processing at the time of submission of the preliminary plan to help defray the planning costs incurred by the city.

(2) The subdivider shall also deposit with the city a non-refundable fee for engineering checking and improvement inspection at the time of final approval of the subdivision by the city to help defray the engineering costs incurred by the city.

(3) Both of these fees shall be in accordance with the West Haven City Consolidated Fee Schedule. The West Haven City Consolidated Fee Schedule is hereby adopted by reference.

(Ord. 3-92 passed 1-15-1992; Ord. 26-2023, passed 1-3-2024)

§ 156.999 PENALTY.

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

(Ord. 3-92 passed 1-15-1992)

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DESIGN REVIEW

§ 157.730 PURPOSE.

The purpose and intent of this subchapter is to ensure that the general design, layout and appearance of buildings and structures are compatible with their surroundings and aid the orderly and harmonious development of the city.

(Prior Code, § 54.02) (Ord. 2-92, passed - -1992; Ord. 19-2015, passed 10-21-2015; Ord. 06-2022, passed 3-16-2022)

§ 157.731 APPLICATION; REVIEW AND APPROVAL.

(A) All proposals in commercial or manufacturing zones shall be subject to the provisions of this subchapter.

(B) Regardless of the zone underlying the land use, the following uses, including any accessory uses thereto, shall be subject to the provisions of this subchapter:

- (1) Multi-family dwellings; and
- (2) Public and quasi-public uses.

(C) The following shall be submitted as part of all applications for projects subject to the provisions of this subchapter, further details of which are found in this subchapter:

(1) A preliminary site plan containing the following:

- (a) A statement containing the proposed use and whether it complies with current zoning.
- (b) Site Layout. Site Layout shall show:
 - (1) Building locations
 - (2) Setbacks, including front, rear, and both sides, for every proposed building
 - (3) Access points and traffic circulation, including fire access
 - (4) Landscape areas
 - (5) Proposed fencing and gates
 - (6) Outdoor storage
 - (7) Dumpster areas and dumpster enclosures. All dumpsters that are visible from the adjacent public right(s)-of-ways, parking lots, or access drives shall be fully enclosed with opaque fencing or walls.
 - (8) Natural features, including hillsides, wetlands, floodplains, or other prominent natural features;

~~(c) Building locations and elevations.~~ Elevations shall show:

- (1) Building materials and colors;
- (2) Architectural features, if applicable per §157.734, and
- (3) Elevation drawings shall also contain a table showing ratios and percentages of each material/color and percentages of architectural features, if applicable, that meet the standards set out within this chapter; applicable, that meet the standards set out within this chapter.

(db) Landscaping plans shall contain a table showing types, numbers, and percentages of each landscape material, ~~the number of trees and shrubs, per §157.988 (A), and as well as the~~ percentage of total site landscaping;

(ee) Parking. ~~The applicant shall include a parking plan, with a table showing the number of parking spaces required, the number provided, and the number of ADA parking stalls; and~~

(fd) Signage. ~~Plans shall show the location, size, and material of any and all proposed signs. This signage plan does not exempt the applicant from needing to obtain a building and sign permit for each sign upon construction-~~

(g) Utility Plan. ~~The applicant shall show a preliminary utility plan, including will serve or availability letters from public utility providers, including culinary and secondary water and sanitary sewer districts~~

(fh) Preliminary stormwater plans, including stormwater storage location, type of storage, proposed overflows, and other details to allow the City to understand how stormwater will be handled within the property; and

(gi) Outdoor lighting plan in compliance with West Haven City Code § 157.775-157.785.

(jh) UDOT Conditional Access Permit approval or minutes from a UDOT pre-application meeting, if applicable.

(2) The Development Review Committee (DRC) shall review all preliminary site plan applications and make a recommendation to the Planning Commission regarding compliance, findings, and conditions. The Planning Commission may approve, approve with conditions, or deny a preliminary site plan based on the applicant's ability or inability to meet or sufficiently address the requirements within this title and all applicable development standards adopted by the City.

(32) Once the applicant has received approval of their preliminary site plan from the Planning Commission, they shall proceed to prepare civil drawings and improvement plans and shall present those to the ~~City Engineer and Community Development Director~~ ~~Planning Commission to receive approval of the final site plan.~~ The DRC shall review the improvement plans, provide comments to the applicant, and shall make a recommendation to the City Engineer and Community Development Director. The City Engineer and Community Development Director shall approve, approve with conditions, or deny improvement plans.

(4) No final site plan application can be approved without the City Engineer's and Community Development Director's approval of improvement drawings. Each applicant shall submit as part of a final site plan application improvement drawings, stamped by a licensed civil engineer. These drawings shall demonstrate the site's compliance with the West Haven Code, compliance with public utility providers' standards, preliminary site plan approval conditions, and vehicle access and parking.

(D)- After preliminary site plan approval or approval with conditions by the Planning Commission, the applicant shall submit a final site plan application and supporting construction drawings to the City in a format specified by the City within twelve (12) months. Before the submittal of a final site plan and improvement plan, the applicant shall ~~The final site plan shall~~ address each condition

from the preliminary site plan approval. All applications for final site plan approval shall be reviewed by the Development Review Committee. ~~and approved by The Planning Commission shall be the land use authority for the final site plan and shall either approve, approve with conditions, or deny a final site plan based on findings and compliance with all applicable code and standards, Planning Commission,~~ with the following exceptions:

(1) All buildings or combination of buildings which total over 40,000 square feet on a single parcel. After first being presented to and receiving a recommendation from the Planning Commission, the City Council shall review and may approve, deny, or approve with conditions site plans for these buildings.

(2) Any requests for building materials not otherwise considered as a primary or secondary material. After first being presented to and receiving a recommendation from the ~~Development Review Committee~~ ~~Planning Commission~~, the ~~Planning Commission~~ ~~City Council~~ shall review and may approve, deny, or approve with conditions any requests for alternate building materials.

(E) The Planning Commission shall determine whether the proposed architectural and site development plans submitted are consistent with this subchapter and with the general objectives of this subchapter and shall give or withhold approval accordingly. Denial may be appealed to the ~~Hearing Officer~~ ~~City Council~~.

(F) No building, occupancy, or other land use permit shall be issued until the proposed project has received approval under the terms of this subchapter.

(Prior Code, § 54.04) (Ord. 2-92, passed - -1992; Ord. 19-2015, passed 10-21-2015; Ord. 06-2022, passed 3-16-2022)

§ 157.732 EXCEPTIONS.

~~(A)~~ —Projects subject to conditional use and/or planned unit development approval shall have site plan and design review incorporated into such review. Such projects shall be required to meet the requirements of this subchapter.

~~(A)~~ (B) Existing or Modified Sites.

1. The City shall require an updated Preliminary Site Plan and Final Site Plan for existing commercial, industrial, institutional/civic, or multifamily sites if the property owner proposes to do any of the following.
 - a. Add additional building(s), paved parking areas, or other material changes to the site.
 - b. Change the use to a use type that the site's infrastructure, parking, or access points do not reasonably support
 - c. Change from a permitted use to a conditional use in the underlying zone
 - d. Change from one conditional use to another conditional use in the underlying zone
 - e. Switch to a use that has a reasonably higher impact.
2. The Planning Commission may waive certain site development standards that do not impact the health or safety of the public for an existing or modified site, allowing an

applicant to update a site without necessitating significant or unreasonable changes to the existing layout.

3. The Planning Commission may approve a preliminary and final site plan approval at the same meeting if the site does not require updated improvement plans.

~~(B)~~(C) The City Engineer may waive improvement plan requirements in full or in part for sites that have already been developed, and the existing facilities and infrastructure can support the proposed site plan and use.

~~(C)~~(D) The Planning Commission may waive landscaping requirements if the applicant provides a letter from the water provider stating that the provider can't supply water for landscaping or for an existing site with pre-established landscaping.

~~(D)~~(E) **Public Facilities.** Public utility substations, wells and well houses, sewer lift stations, public buildings under 1,000 square feet, school district projects, Utah state projects, federal projects, and updates to government parking areas shall be exempt from the complete site plan approval process. Each of these improvements and designs shall be reviewed by the Development Review Committee to ensure compliance with West Haven standards and approved by the City Engineer and Community Development Director.

(Prior Code, § 54.06) (Ord. 2-92, passed - -1992; Ord. 19-2015, passed 10-21-2015; Ord. 06-2022, passed 3-16-2022)

§ 157.733 STANDARDS OF REVIEW.

The Planning Commission ~~and Development Review Committee~~ shall consider the following matters, and others when applicable, in its review of applications and where the plan is found deficient the plan design shall be amended or conditions imposed to mitigate such deficiencies when considering:

(A) *Traffic safety and circulation.*

(1) Does the site plan comply with the West Haven City Engineering Design Standards and Specifications related to traffic ingress, egress and internal circulation?

(2) A traffic study ~~shall~~~~may~~ be required, if in the opinion of the Planning Commission, with input from the ~~Development Review Committee~~~~City Engineer~~, such would be necessary.

(B) *Parking.* Does the site plan comply with city ordinances regarding design, location and number of parking stalls required?

(C) *Signage.* Does the proposed signage meet the requirements of the city sign ordinance?

(D) *Landscaping.*

(1) The following landscaping shall be provided in each project subject to the provisions of this subchapter:

(a) *Front yard.* Landscaping shall be required along the entire frontage of the lot, except for the frontage required for ingress/egress. Said landscaping shall be a minimum of 15 feet deep, calculated from the property line.

(b) *Side/rear yards.* There shall be a minimum of five feet of landscaping between parking areas and side or rear property lines (except between commercial uses where said landscaping is not visible from areas of public access) and a minimum of five feet of landscaping between an access driveway and a side or rear property line unless said driveway is to be used for common access by an adjacent lot.

(c) *Parking area landscaping.* Landscaping within all parking and driveway areas shall comprise a minimum 5% of the total square footage of those areas and shall be placed within those parking areas to break up the mass of asphalt.

(2) Where possible, developers are encouraged to preserve existing, healthy trees.

(3) Developers are encouraged to take current drought and other environmental conditions into account when preparing a landscaping plan.

(4) Landscape plans shall include a minimum of three items from the following list:

- (a) Trees;
- (b) Decorative rock and boulders (gravel and pea gravel are not permitted);
- (c) Shrubs;
- (d) Groundcover; and
- (e) Grass (artificial or other).

(E) *Building/site layout.*

(1) All buildings shall be designed with breaks in the facade. This may be accomplished through a change in building materials, actual breaks in the facade, a mix of roofline projections.

(2) All mechanical equipment shall be screened so as to not be seen from any public right-of-way adjacent to the project.

(3) Developers are encouraged to keep in mind visual compatibility with existing development when preparing the site layout and architectural elevations of proposed buildings.

(4) Buildings which are located within 100 feet of the centerline of the following roads shall be designed so it appears the front of the building faces the street, regardless of how the building is actually oriented:

- (a) 2550 South;
- (b) Midland Drive;
- (c) 4000 South;
- (d) 3500 West;
- (e) 1900 West;
- (f) 2100 South/Wilson Lane;

(g) 1800 South; and

(h) Hinckley Drive.

(F) *Engineering standards.* Does the site plan comply with the West Haven City Engineering Design Standards and Specifications related to utility easements, drainage and other engineering requirements?

(G) *Governing documents.* Is the site subject to a master development agreement or any conditions or agreements related to the property?

(Ord. 2-92, passed - -1992; Ord. 19-2015, passed 10-21-2015; Ord. 06-2022, passed 3-16-2022)

§ 157.734 DESIGN REQUIREMENTS.

Design approval may include such other conditions consistent with the considerations of this subchapter as the Commission or Planning Director deem reasonable and necessary under the circumstances to carry out the intent of this subchapter.

(A) *Building materials.* New buildings shall be designed and constructed to meet the following criteria.

(1) Building exteriors shall be designed and constructed with primary and secondary building materials from the list of building materials in division (C) below.

(2) The front elevation, as well as any other elevation which faces the street shall be constructed of a minimum of 60% primary materials, with a maximum of 40% secondary materials.

(3) Windows and doors shall be excluded from the calculation of exterior building material requirements. Non-functioning, decorative only windows may be included in the calculation of building materials.

(4) A maximum of six colors for the primary materials may be permitted.

(5) Secondary materials shall be of a complementary hue and shade to primary building materials. A maximum of four accent colors may be allowed for secondary materials.

(6) A minimum of 15% of the front elevation, as well as any side or rear elevation which faces the street or major corridor, shall consist of upgraded architectural features as defined in division (C) below. See division (B) below for those streets which constitute major corridors.

(7) Non-primary elevations which do not face the street or major corridor shall consist of at least 5% upgraded architectural features as defined in division (C) below. See division (B) below for those streets which constitute major corridors

(B) *Major corridor requirements.* Projects which are adjacent to, or located within 400 feet of the centerline of 2100 South/Wilson Lane, 1800 South, 1900 West, Midland Drive, 3500 West, 4000 South, Hinckley Drive and 2550 South shall be subject to the following additional requirements. Any building face which can be seen from the above-referenced roads shall be constructed of a minimum of 60% primary materials.

(C) *Materials list and architectural features.*

(1) *Primary materials.* Shall include, but are not limited to:

- (a) Architectural insulated metal panels;
- (b) Brick;
- (c) Concrete masonry unit (CMU), if it is textured to have the appearance of a different material;
- (d) Glass;
- (e) Rock;
- (f) Stone (may be natural or manufactured);
- (g) Fiber cement siding, if used in a craftsman style of architecture; and
- (h) Engineered wood siding, if used in a craftsman style of architecture.

(2) *Secondary materials.* May include, but shall not be limited to:

- (a) Concrete;
- (b) Non-insulated corrugated and ribbed metal;
- (c) Fiber cement siding, if used in a non-craftsman architectural style;
- (d) Engineered wood siding, if used in a non-craftsman architectural style;
- (e) Stucco;
- (f) Tile; and
- (g) Wood.

(3) *Upgraded architectural features.* May include, but shall not be limited to:

- (a) Alternating brick patterns;
- (b) Archways;
- (c) Awnings;
- (d) Bays;
- (e) Canopies;
- (f) Corbels;
- (g) Cornices;
- (h) Decorative art (must be permanent);
- (i) Donners;

- (j) Pillars;
- (k) Porte Cocheres;
- (l) Porches;
- (m) Porticos;
- (n) Shutters; and
- (o) Timbers.

(4) *Minimum.* Developers shall have a minimum of three different building materials, not including those which are considered upgraded architectural features.

(5) *Alternative materials.* Upon recommendation of the ~~Development Review Committee~~ ~~Planning Commission~~, the ~~Planning Commission~~ ~~City Council~~ may approve alternative materials if the ~~Planning Commission~~ ~~Council~~ makes specific findings that the requested material is comparable to or superior to a listed, approved material for the specific development or remodeling project proposed.

(D) *Warranty.* All exterior materials shall be installed in a professional workmanlike manner and be guaranteed to be maintenance-free for at least ten years. Finishes upon exterior materials shall be guaranteed maintenance-free for a minimum of five years. Materials or finishes without such guarantees shall not be permitted. Guarantees shall be in writing from the manufacturer and a fully executed copy shall be provided to the city.

(Ord. 2-92, passed - -1992; Ord. 19-2015, passed 10-21-2015; Ord. 06-2022, passed 3-16-2022)

§ 157.735 AGREEMENT FOR IMPROVEMENTS.

Prior to the issuance of any building permit, the developer shall enter into an escrow agreement with the city wherein security shall be provided for any on and off-site public improvements. Occupancy shall not occur until all improvements have either been installed or guaranteed for future installation.

(Prior Code, § 54.14) (Ord. 2-92, passed - -1992; Ord. 19-2015, passed 10-21-2015; Ord. 06-2022, passed 3-16-2022)

§ 157.736 TIME LIMITATIONS ON APPROVAL.

If construction of any development for which design approval has been granted has not commenced within 12 months from date of approval, the approval shall be deemed automatically revoked. Upon application, an extension of time may be granted by the Planning Commission, provided such application is made prior to the expiration/revocation of the initial approval.

(Prior Code, § 54.16) (Ord. 2-92, passed - -1992; Ord. 19-2015, passed 10-21-2015; Ord. 06-2022, passed 3-16-2022)

§ 157.737 MODIFICATION.

Upon request of the applicant, modifications to the approved plan may be made by the Planning Commission, it is found that the modification will meet requirements of this subchapter. The Planning Commission may revoke or modify a design approval which does not conform to any requirement of the approved permit.

(Prior Code, § 54.22) (Ord. 2-92, passed - -1992; Ord. 19-2015, passed 10-21-2015; Ord. 06-2022, passed 3-16-2022)

STAFF REPORT

TO: Mayor and City Council

FROM: Shawn Warnke, City Manager

DATE: September 17, 2025

SUBJECT: Resolution approving terms associated with the extension of the UTOPIA fiber network to the Stonefield Park, with UTOPIA being the Internet Service Provider for this internet connection, Authorizing the Mayor to sign the Resolution and City Manager to sign related documents



With the adoption of the FY 2026 Budget, the City Council appropriated funds to create internet connections at City Parks. On August 20, 2025, the City Council approved a resolution that extended an internet connection into eight different parks. This resolution proposes that an internet connection be extended into Stonefield Park. This internet connection will accommodate connection to a recreational management software, timecard capabilities for seasonal employees, and sprinkler system management.

Adopting the attached resolution will authorize the Mayor to sign the Resolution and the City Manager to sign the Business Installation Forms. Thereafter, UTOPIA will start the process of extending its fiber into Stonefield Park. The UTOPIA build time is expected to take approximately 30 to 120 days; however, UTOPIA believes that it can be accomplished closer to the 30 to 60-day horizon.

UTOPIA will act as the City's internet service provider for Stonefield Park, which will share a 1/1 Gbps connection with the eight other Parks. For a five-year term, the City will pay a monthly fee of \$455 for the first circuit for a 1 Gbps connection, which will be assigned to the Sports Park. For each additional park location (additional circuit), the City will pay \$50 monthly to share the bandwidth of this 1 Gbps connection. The City can work with UTOPIA to increase or decrease the bandwidth of the connection assigned to the Sports Park at any time.

Resolution No. 47-2025

**RESOLUTION OF WEST HAVEN CITY APPROVING TERMS ASSOCIATED WITH
THE EXTENSION OF THE UTOPIA FIBER NETWORK TO STONEFIELD PARK,
WITH UTOPIA BEING AN INTERNET SERVICE PROVIDER FOR THIS INTERNET
CONNECTION; AUTHORIZING THE MAYOR TO SIGN THIS RESOLUTION; AND
AUTHORIZING THE CITY MANAGER TO SIGN RELATED DOCUMENTS.**

SECTION I – RECITALS:

WHEREAS, the City Council of West Haven City (herein "City") is a municipal corporation duly organized and existing under the laws of the State of Utah; and,

WHEREAS, in conformance with the provisions of UCA § 10-3-717, the governing body of the City may exercise all administrative powers by resolution, including, but not limited to, entering into contracts for the City; and,

WHEREAS, an internet connection is required at Stonefield Park to enhance the City's operations; and

WHEREAS, UTOPIA Fiber has a fiber optic network within West Haven City, and the City has contacted UTOPIA regarding extending its fiber network into this City park, with UTOPIA being the internet service provider for this connection; and

WHEREAS, UTOPIA has agreed to finance the fiber costs to make an internet connection available to this City park, which the City will repay monthly over a seven-year (the 84-month term) term without interest; and

WHEREAS, UTOPIA will also be the internet service provider for this internet connection for which there will be a monthly charge; and

WHEREAS, Generally Accepted Accounting Principles require that the City report UTOPIA's financing of this internet connection in the City's accounting and reporting system as a debt service obligation; and

WHEREAS, UTOPIA has provided West Haven City with a Business Installation Order Form for Stonefield Park (Attachment "A"), which formalizes the terms and monthly fees paid by the City for UTOPIA's financing of this internet connection and being an internet service provider for this connection; and

WHEREAS, after the 84-month term, the construction cost (financing charges) associated with extending the internet into the City parks will be repaid, and the monthly expense paid to UTOPIA will be limited to UTOPIA providing internet services for this connection; and

WHEREAS, the Business Installation Order Form (Attachment "A") requires a signature by a City official; and

WHEREAS, the City Council finds that the operational needs of the City require the actions herein contemplated,

NOW, THEREFORE, BE IT RESOLVED by the City of West Haven as follows:

1. The City Council consents and adopts the terms contained in Attachment "A" associated with UTOPIA financing the construction costs to extend the fiber network into Stonefield Park, as outlined in this Resolution.
2. The City Manager is authorized to sign the Business Installation Order Form contained in Attachment "A" and any and all other documents necessary to affect this agreement and proceed forward; and then he is authorized to return all necessary documents to UTOPIA for processing and the construction of this internet connection in Stonefield Park.
3. The Mayor is authorized to sign this Resolution.
4. The foregoing recitals are fully incorporated herein.

SECTION III. PRIOR RESOLUTIONS:

The body and substance of any and all prior Resolutions, together with their specific provisions, where not otherwise in conflict with this Resolution, are hereby reaffirmed and readopted.

SECTION IV. REPEALER OF CONFLICTING ENACTMENTS:

All orders, and Resolutions with respect to the changes herein enacted and adopted which have heretofore been adopted by the City, or parts thereof, which are in conflict with any of the provisions of this Resolution, are, to the extent of such conflict, hereby repealed, except that this repeal shall not be construed to revive any act, order or resolution, or part thereof, heretofore repealed.

SECTION V - SAVINGS CLAUSE:

If any provision of this Resolution shall be held or deemed to be or shall, in fact, be invalid, inoperative, or unenforceable for any reason, such reason shall not have the effect of rendering any other provision or provisions hereof invalid, inoperative, or unenforceable to any extent whatever, this Resolution and the provisions of this Resolution being deemed to be the separate independent and severable act of the City Council of West Haven City.

SECTION VI. DATE OF EFFECT

This Resolution shall be effective immediately upon its passage on the 17th day of September 2025.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WEST HAVEN CITY, STATE OF UTAH, on this 17th day of September 2025.

WEST HAVEN CITY

Mayor Rob Vanderwood

ATTEST:

Emily Green, City Recorder

Mayor Rob Vanderwood
Councilmember Carrie Call
Councilmember Kim Dixon
Councilmember Nina Morse
Councilmember Ryan Saunders
Councilmember Ryan Swapp

[illegible]

ATTACHMENT "A"

STONEFIELD PARK



Date: 9/2/2025

BUSINESS INSTALLATION ORDER FORM			
Order Form, MAC-D or Revenue Replacement?		Order Form	
If MAC-D: Move, Add, Remove, or Change?			
Company Name:	West Haven City (Stonefield Park 3)	ISP Name:	UTOPIA
Main Contact Name	Shawn Warnke/Brock Randall	Representative:	Brad Houtz
Property Address	4500 S 4700 W	Address:	5959 S 900 E
	West Haven, UT 84401		Murray, UT 84121
Telephone	801-920-3293	Telephone	801-613-3831
Email Address:	shawnw@westhavenut.gov	Email Address:	bhoutz@utopiafiber.com
Address ID:			
Name:	Shawn Warnke/Brock Randall	Title:	
Telephone:	801-920-3293	Email Address:	shawnw@westhavenut.gov
CONTRACT LENGTH			
84 Month			
ONE-TIME CHARGE:		COST:	
INSTALL			
SERVICE CHARGES:			
Services:		Quantity:	Monthly Charges:
1/1Gbps TLS			\$ 86.00
VLAN		Total MRC:	\$ 86.00
SPECIAL INSTRUCTIONS:			
Install cost 3,032 paid over the 84-month term. BH TLS Ties back to (Sports Park) 4225 S 3900 W, West Haven, UT 84401			
SIGNATURES & AKNOWLEDGEMENTS:			
By signing, I agree to the Terms & Conditions located here: www.utopiafiber.com/termsandconditions			
Printed Name:	Signature:	Date:	
UTOPIA Fiber Contact:	Signature:		

* This sales agreement must be signed within 90 days of date at top.

STAFF REPORT

TO: Shawn Warnke, City Manager
FROM: Ed Mignone, City Engineer
John Wallace, Public Works Director
DATE: September 11, 2025
SUBJECT: Recommendation to Amend Interlocal Agreement with
Taylor West Weber Water Improvement District (TWWWID) for 3300 S Roadway Improvement
Project to Include 5100 W Construction



Background

On April 28, 2025, the City Council awarded the 3300 S Roadway Improvement Project to Staker Parsons Companies. As has been the case with past similar large-scale road improvement projects, other utility companies have taken advantage of the opportunity to upgrade/ replace their facilities concurrently with the road improvements.

Taylor West Weber Water Improvement District (TWWWID) previously had expressed their interest in replacing their existing waterline within 3300 S within the same project limits. By allowing TWWWID to pursue their project, the City would not have to move water meters, fire hydrants, and remove waterline conflicting with the new storm drain as part of the roadway improvements.

The parties decided that it was in each of their respective interest for TWWWID to design, procure, administer, and manage construction of the "waterline" project. The work originally intended to be conducted under the road project would be completed by TWWWID and the City will reimburse TWWWID for those specific costs that would then be included under the City's scope of work.

The Council approved entering into an interlocal agreement with TWWWID in May 2025, which required that the City coordinate project inspections with TWWWID. TWWWID provides inspections of all waterline project work. TWWWID shall make payment in full to the waterline project contractor and request reimbursement from West Haven.

Council is aware that the City is on schedule to begin road improvements on 5100 W in the next construction season. TWWWID has expressed interest in amending the current agreement to include this next phase of construction.

As under the current agreement, West Haven will pay the actual costs of construction work for the bid items identified as West Haven items in Exhibit A in the Agreement attached to the resolution prepared by the City Attorney.

Recommendation

Staff recommends that the City amend the current interlocal agreement with TWWWID to include future waterline-related improvements concurrent with roadway improvements to 5100 W. Terms of the original agreement will apply.

Resolution No. 48-2025

RESOLUTION OF WEST HAVEN CITY AUTHORIZING ADOPTION OF AN AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF WEST HAVEN AND TAYLOR WEST WEBER WATER IMPROVEMENT DISTRICT; AUTHORIZING THE CITY MAYOR TO SIGN THIS RESOLUTION; AND AUTHORIZING THE CITY MANAGER TO SIGN THE AMENDMENT ON BEHALF OF THE CITY; AND, PROVIDING FOR AN EFFECTIVE DATE.

SECTION I – RECITALS:

WHEREAS, in conformance with the provisions of UCA § 10-3-717, the governing body of the City may exercise all administrative powers by resolution including, but not limited to entering into agreements regarding protecting the health, safety, and welfare of the public; and

WHEREAS, the Utah Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated 1953, as amended, permits public agencies to enter into agreements with one another for the purpose of exercising, on a joint and cooperative basis, powers and privileges that will benefit their citizens and make the most efficient use of their resources; and

WHEREAS, West Haven City (hereinafter “City”) is a municipal corporation duly organized under Title 10 of the Utah Code Annotated, as amended, and is a public agency as defined by the Interlocal Cooperation Act; and

WHEREAS, Taylor West Weber Water Improvement District (hereinafter “TWWWID”) is a water district duly organized under Title 17B of the Utah Code Annotated, as amended, and is a public agency as defined by the Interlocal Cooperation Act; and

WHEREAS, these two parties entered into an Interlocal Agreement (hereinafter “Agreement”) in May 2025; and

WHEREAS, in that Agreement, the parties agreed for the parties to work cooperatively regarding their two projects that are occurring regarding 3300 South from 4700 West to 5100 West; and

WHEREAS, the City agreed to reimburse TWWWID for work that TWWWID would do as part of their project but that was work that the City would have had to do; and

WHEREAS, the parties agreed to do this to increase efficiency and possibly decrease costs to both parties by combining their respective projects into one project; and

WHEREAS, the parties have found that there is additional work to be done by both parties along 5100 West; and

WHEREAS, again, in order for the parties to increase efficiency and possibly decrease costs to both parties by combining their respective projects into one project, the parties wish to work cooperatively along 5100 West; and

WHEREAS, the parties wish to enter into an Amendment to the original Agreement to include the additional work along 5100 West, with all of the same terms and conditions as the original Agreement; and

WHEREAS, the City Council feels that the best way to accomplish these goals is to enter into an Amendment to the Interlocal Agreement (“Amendment”) with TWWID, which is attached as Attachment “A” to this Resolution; and

WHEREAS the City Council now desires to adopt this Amendment by accepting the terms thereof; and,

WHEREAS, the City finds that the public convenience and necessity requires the actions herein contemplated,

NOW, THEREFORE, BE IT RESOLVED by the City of West Haven as follows:

SECTION II.

1. That the Amendment to the Interlocal Agreement between West Haven City and Taylor West Weber Water Improvement District, a copy of which is attached as Attachment “A” to this Resolution, is hereby adopted by the City Council.
2. That the City Manager is authorized to sign any and all documents necessary to affect this Amendment, including signing the Amendment itself.
3. That the Mayor is authorized to sign this Resolution adopting the Amendment.
4. The foregoing recitals are fully incorporated herein.

SECTION III. PRIOR ORDINANCES AND RESOLUTIONS:

The body and substance of any and all prior Resolutions, together with their specific provisions, where not otherwise in conflict with this Resolution, are hereby reaffirmed and readopted.

SECTION IV. REPEALER OF CONFLICTING ENACTMENTS:

All orders, and Resolutions with respect to the changes herein enacted and adopted which have heretofore been adopted by the City, or parts thereof, which are in conflict with any of the provisions of this Resolution, are, to the extent of such conflict, hereby repealed, except that this

repeal shall not be construed to revive any act, order or resolution, or part thereof, heretofore repealed.

SECTION V - SAVINGS CLAUSE:

If any provision of this Resolution shall be held or deemed to be or shall, in fact, be invalid, inoperative, or unenforceable for any reason, such reason shall not have the effect of rendering any other provision or provisions hereof invalid, inoperative, or unenforceable to any extent whatever, this Resolution and the provisions of this Resolution being deemed to be the separate independent and severable act of the City Council of West Haven City.

SECTION VI. DATE OF EFFECT

This Resolution shall be effective immediately upon its passage on the 17th day of September 2025.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WEST HAVEN CITY, STATE OF UTAH, on this 17th day of September 2025.

WEST HAVEN CITY

Mayor Rob Vanderwood

ATTEST:

Emily Green, City Recorder

Mayor Rob Vanderwood	Yes _____	No _____
Councilmember Carrie Call	Yes _____	No _____
Councilmember Kim Dixon	Yes _____	No _____
Councilmember Nina Morse	Yes _____	No _____
Councilmember Ryan Saunders	Yes _____	No _____
Councilmember Ryan Swapp	Yes _____	No _____

ATTACHMENT “A”

**ATTACHMENT TO RESOLUTION 48-2025
AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF
WEST HAVEN AND TAYLOR WEST WEBER WATER IMPROVEMENT DISTRICT**

DRAFT

AMENDMENT TO THE INTERLOCAL AGREEMENT BY AND BETWEEN
WEST HAVEN CITY AND TAYLOR WEST WEBER WATER IMPROVEMENT DISTRICT
FOR THE 3300 SOUTH ROADWAY PROJECT

This Amendment to the Interlocal Agreement (hereinafter "Amendment") is made by and between West Haven City, a body politic and political subdivision of the State of Utah, having its principal business address as 4150 S 3900 W, West Haven, Utah (hereinafter "West Haven") and Taylor West Weber Water Improvement District, a body politic and political subdivision of the State of Utah, having its principal business address as 2815 West 3300 South, West Haven, Utah (hereinafter "TWWWID"), individually referred to as "Party" or collectively referred to as "Parties."

RECITALS

WHEREAS, the Utah Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated 1953, as amended, permits public agencies to enter into agreements with one another for the purpose of exercising, on a joint and cooperative basis, powers and privileges that will benefit their citizens and make the most efficient use of their resources;

WHEREAS, all of the parties hereto are public agencies as defined by the Interlocal Cooperation Act;

WHEREAS, West Haven is a municipal corporation duly organized under Title 10 of the Utah Code Annotated, as amended;

WHEREAS, TWWWID is a water district duly organized under Title 17B of the Utah Code Annotated, as amended;

WHEREAS, the parties entered into an Interlocal Agreement ("hereinafter "Agreement") in May 2025; and

WHEREAS, the parties agreed in that Agreement for the parties to work cooperatively regarding their two projects that are occurring regarding 3300 South from 4700 West to 5100 West; and

WHEREAS, West Haven agreed to reimburse TWWWID for work that TWWWID would do as part of their project but that was work that West Haven would have had to do; and

WHEREAS, the parties agreed to do this to increase efficiency and possibly decrease costs to both parties by combining their respective projects into one project; and

WHEREAS, the parties have found that there is additional work to be done by both parties along 5100 West; and

WHEREAS, again, in order for the parties to increase efficiency and possibly decrease costs to both parties by combining their respective projects into one project, the parties wish to work cooperatively; and

WHEREAS, the parties wish to enter into this Amendment to the Agreement to include the additional work with all of the same terms and conditions as the original Agreement; and

NOW, THEREFORE, for the reasons cited above, and in consideration of the mutual covenants and agreements contained herein, West Haven and TWWWID do mutually agree and undertake as follows:

**Section One
Scope of Amendment to the Agreement**

Intent. West Haven intends to complete the Roadway Project. TWWWID intends to complete the Waterline Project. However, the parties intend to expand the Roadway Project and Waterline Project to include work for both parties in 5100 West. The Parties intend by this Amendment to the Agreement to prepare their respective projects, separately for the purposes of bidding and construction. However, the parties intend to work together for the most efficient and cost-effective installation of both parties' infrastructure that is occurring within 5100 West.

**Section Two
Payment**

West Haven and TWWWID will establish and maintain their own budgets for expenses related to this Amendment involving 5100 West. For the Waterline Project, TWWWID shall make payment in full to Contractor and request reimbursement from West Haven.

1. West Haven will pay the actual costs of construction work for the bid items identified as West Haven items in Exhibit B in this Amendment.
2. Within ten (10) days after issuing payment(s) to Contractor, TWWWID shall issue an invoice along with Contractor pay request and lien releases to West Haven for West Haven items.

All other obligations and responsibilities of West Haven and TWWWID remain the same as outlined in the Agreement, unless specifically changed by this Amendment.

All other terms and conditions remain the same as outlined in the Agreement.

DATED this _____ day of _____, 2025

WEST HAVEN CITY

City Manager, WEST HAVEN CITY

ATTEST:

City Recorder

Approved by:

West Haven City Attorney

DATED this ____ day of _____, 2025

TAYLOR WEST WEBER WATER IMPROVEMENT DISTRICT

General Manager

ATTEST:

Approved by:

TWWWID Attorney

DRAFT

EXHIBIT B

5100 West - West Haven Items

Bid Item	Qty	Unit	Unit Cost	Total
Service Lateral – Long	17	EA	\$2,500	\$42,500
Service Lateral – Short	20	EA	\$2,000	\$40,000
Relocate Meter Box	33	EA	\$900	\$29,700
Relocate Fire Hydrant	1	EA	\$4,000	\$4,000
Secondary Connection Relocation	33	EA	\$750	\$24,750
			Total	\$140,950

DRY