WEST HAVEN CITY
COUNCIL AGENDA
November 4, 2026 6:00 P.M.

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

NOTICE IS HEREBY GIVEN THAT ON November 4, 2026, 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. WATCH LIVE AT 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

2. Discussion-Newsletter Survey Findings and Recommendations-Michelle Witte, Social Media Coordinator and Administrative Assistant

3. Update and Discussion-(Proposed The Barn Upgrade Projects)-Proposed 2027 RAMP Grant Projects-Shawn Warnke, City Manager

6:00 REGULAR CITY COUNCIL MEETING

1. MEETING CALLED TO ORDER: **Mayor Vanderwood**

2. OPENING CEREMONIES

A. PLEDGE OF ALLEGIANCE	**Councilmember Morse**
B. PRAYER/MOMENT OF SILENCE	**Councilmember Dixon**

3. PUBLIC PRESENTATION: Resident(s) attending this meeting will be allotted 3 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.

4 UPCOMING EVENTS

Mixed Media Workshop-The Barn	**November 9, 2026**	**6:00 PM**
Open Sew Night-The Barn	**November 16, 2026**	**5:00 PM**
The Barn Open House	**November 17, 2026**	**6:00 PM-8:00 PM**
Senior Lunch Bunch-The Barn-Councilmember Swapp	**November 18, 2026**	**11:30 AM**
Music Circle-The Barn	**November 23, 2026**	**7:00 PM**
Gingerbread House Decorating Party	**November 28, 2026**	**11:00 AM**
Heart of the Holidays	**November 30, 2026**	**6:00 PM**

5. COUNCIL UPDATES

AGENDA ACTION ITEMS

6. ACTION ON CONSENT AGENDA

A. COUNCIL MEETING MINUTES	**MEETING HELD**	**October 21, 2026**
B. STAKER PARSON COMPANIES	**$155,451.14**	**Inv.#214114-6**

C. STAKER PARSON COMPANIES	**$531,244.52**	**Inv.#214114-5**
D. ANDERSEN ASPHALT	**$53,796.25**	**Inv.#8433-2**
E. OLDCASTLE INFRASTRUCTURE	**$341,528.00**	**Inv. #Q-567498-5**

7. **ACTION ON PLANNING COMMISSION MEETING RECOMMENDATION(S)**
A. ACTION ON ORDINANCE 20-2026-AMENDMENT TO THE ZONING MAP FROM C-1 TO C-2-3535 W 2550 S (PARCELS 150880019, 150880037, 150880038, AND 150880050)-PASCAL MEYER
B. ACTION ON ORDINANCE 21-2026-CHANGE TO TITLE LAND USAGE 150.02 LAND USE AUTHORITY, § 157.455-§ 157.480 ACCESSORY DWELLING UNIT (ADU), AND CREATION OF § 151.20 PENALTIES AND FINES FOR NON-COMPLIANCE
C. ACTION ON ORDINANCE 22-2026-AMENDMENT TO THE ZONING MAP FROM M-1 TO R-3-2410 HINCKLEY DRIVE (PARCEL 080060075)-TAYLOR ANDERSON
D. DISCUSSION AND POSSIBLE ACTION-WAIVER OF CURB AND GUTTER IMPROVEMENTS-CLAY RANCHETTES FIRST AMENDMENT-2889 W 3775 S-THOMAS CREAMER

8. **ACTION ON RESOLUTION 43-2026-AUTHORIZING THE CITY MANAGER TO SUBMIT GRANT APPLICATIONS FOR RAMP FUNDING-SHAWN WARNKE, CITY MANAGER**

9. **PRESENTATION-CITY MANAGER QUARTERLY AUDIT REPORT**

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

11. **CLOSED SESSION- THE COUNCIL WILL CONSIDER A MOTION TO ENTER INTO A CLOSED MEETING FOR THE PURPOSE OF A STRATEGY SESSION TO DISCUSS THE PURCHASE, EXCHANGE, OR LEASE OF REAL PROPERTY; TO BE HELD IN ACCORDANCE WITH THE PROVISIONS OF UTAH CODE 52-4-205.**

12. **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@westhavenut.gov 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 on utah.gov/pmn/ and at westhavenut.gov; 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

WEST HAVEN CITY
COUNCIL MEETING MINUTES

October 21, 2026 6:00 P.M.
City Council Chambers
4150 South 3900 West, West Haven, UT 84401

Present:	
Rob Vanderwood	Mayor
Carrie Call	Councilmember
Kim Dixon	Councilmember
Nina Morse	Councilmember
Ryan Saunders	Councilmember
George LaMar	Planning Commission Member
James Jenson	Planning Commission Member
Andrew Reyna	Planning Commission Vice Chairman
Excused:	
Ryan Swapp	Councilmember

5:00 WORK SESSION – IN CITY COUNCIL CHAMBERS

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MEETING TO ORDER: **Mayor Vanderwood**

REPORTS AND DISCUSSION AS FOLLOWS:

1. Discussion- Elected Officials and City Manager
Councilmember Saunders asked if they had addressed the resident who had concerns about traffic on 4000 S.

Shawn Warnke said they passed the information along to the Weber County Sheriff.

Mayor Vanderwood said the Weber County Sheriff discussed giving more warnings and tickets for those speeding on 4000 S.

Shawn Warnke said we are moving forward with the 1800 S box culverts project.

Mayor Vanderwood said that Central Weber Sewer Improvement District has halted their project on 1900 W for the time being.

2. Discussion-RAMP Grants-Sheri Bingham, Special Events and Grant Coordinator
Sheri Bingham said we can apply for another major RAMP grant after we have received funds for a major grant project if we do it in phases like Windsor Park for the same project. She suggested doing a RAMP grant for the West Haven Days concert, the West Haven Days rodeo contractor, or something for the Art's Council.

Mayor Vanderwood suggested adding a pump track on the property under powerlines on 2550 S.

Councilmember Saunders suggested applying for funds for a mural.

Shawn Warnke suggested applying for picnic tables.

Councilmember Dixon said she likes the pocket pavilions at Stonefield Park.

Shawn Warnke suggested adding that to Tuscan Park as well.

Stephen Nelson said the Rio Grande trail system head could use amenities like a bathroom, additional parking, and a bike repair stand.

City Council agreed that it would be best to go for picnic tables, pocket pavilions at Stonefield Park and Tuscan Park, and amenities for the trail head like bathrooms.

3. Discussion-Landscape and Hardscape at City Hall-Shawn Warnke, City Manager
Shawn Warnke gave a presentation on the landscaping and hardscape at City Hall.

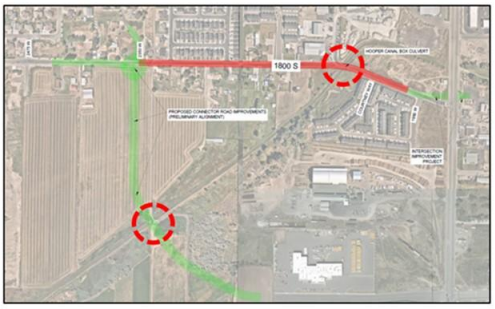
DRAFT

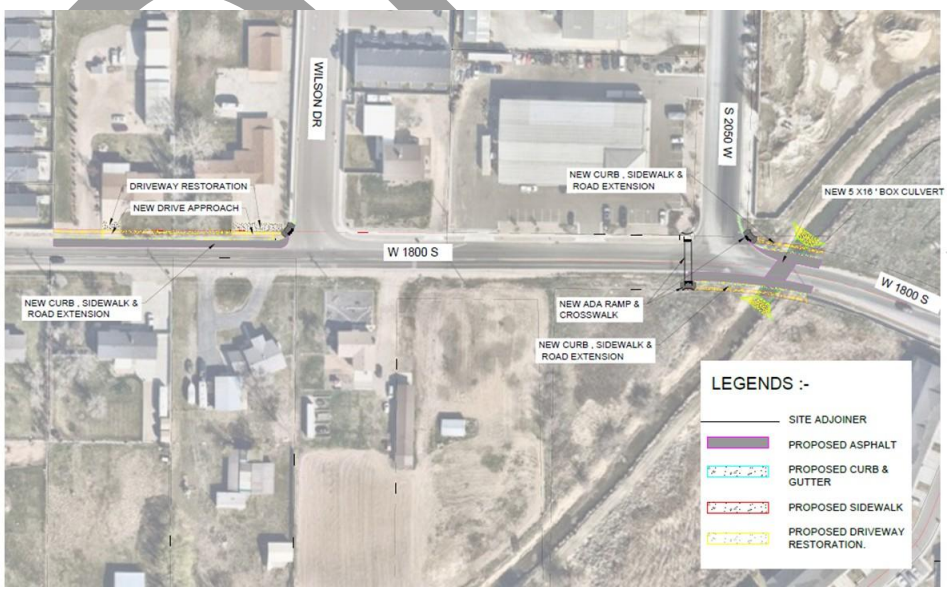
Work Session

City Manager's Updates

City Manager Updates- Order Culverts

- City Staff moving forward with purchasing the Culverts from Old Castle at $341k
- City Council tentatively scheduled to award a bid to a selected contractor on November 18th





2027 RAMP Grant

RAMP 2027 RAMP Grant

- Picnic Tables for Poulter Pond, Prevedel Park, and Staker Park Pavilion & Benches for County Park- $45,000
- Recondition Baseball Fields at Sports Park- $35,000
- Pocket Pavilions- $10,500 per pavilion

Stonefield Park Placemaking Upgrades

1-Year Plan

- $150,000 Asphalt walking path
- $75,000 Pocket Pavilions (2-3 pavilions)
- $5,000 Tree Planting
- $5,000 Park Benches (5 benches)
- $##### TOTAL

2-Year Plan

- $150,000 Updated playground equipment
- $5,000 Central control for irrigation
- $#### Hard-Surface Parking
- $##### TOTAL

RAMP 2027 RAMP Grant
Fair Grove Park Placemaking Upgrades

1-Year Plan
- $60,000 Pocket Pavilions (2 to 3)
- $5,000 Disc Golf Basket (9 holes)
- $5,000 Park Benches (5 benches)
- TOTAL

2-Year Plan
- $5,000 Central control for irrigation - $5K
- $#### Trailhead
- $#### TOTAL

Country Haven Park Placemaking Upgrades

- $##,000- Picnic pavilions
- $###,### Parking
- $###### TOTAL

Sports Park Placemaking Upgrades

1 Year Plan
- $2,000 Central Control for irrigation -
- $5,000 French drain (west end)
- $10,000 Tree plan
- $##### TOTAL

2 Year Plan
- $40,000 Baseball concessions/storage stand[1]
- $10,000 Updated underground power
- $5,000 Park Benches (5 benches)
- $##### TOTAL

3 Year Plan
- $80,000 Crows Nest (football fields)
- $5,000 Sound System
- $30,000 Covered Playground
- $200,000 Field Lighting (football field)
- $##### TOTAL

R. Kenneth Baldwin Country Park Placemaking Upgrades

1 Year Plan
- $250,000 Additional Pickleball Courts -
- $10,000 Tree Planting
- $###### TOTAL

2 Year Plan
- $6,000 New Power Panels
- $100,000 Power Run Through Conduit
- $30,000 Relocation of Announcer Stand (above chutes)
- $125,000 Pocket pavilions (5 pavilions)
- $###### TOTAL

3 Year Plan
- $350,000 Lighted and Fenced Baseball Fields
- $500,000 Wetlands Plan for Improvement
- $400,000 Expanded Arena Parking (South of Arena)
- $###### TOTAL

Tuscan Park Placemaking Upgrades

1 Year Plan
- $125,000 Restroom Facility
- $2,500 Central Irrigation Control
- $5,000 Park Benches (5 benches)
- $#### TOTAL

- 2 Year Plan
- $25,000 Pocket Pavilion
- $#### TOTAL

Prevedel Park Placemaking Upgrades, Phase I

1 Year Plan
- $### Defined chipped trail
- $10,000 Trail Signage
- $2,500 Campsite names and signage
- $10,000 Picnic Tables (8 tables)
- $###### TOTAL

- 2 Year Plan
- $##,000 RV Hookups for Campsite Host
- $###### TOTAL

Landscape & Hardscape City Hall

Landscape & Hardscape at City Hall

PRELIMINARY OPINION OF PROBABLE COST
Date: 9/18/2026

Preliminary Opinion of Probable Costs - West Haven City Hall Landscape				
1. ENTRY UPDATE - swap pavers for concrete, ADA parking compliance, entry landscape				$ 81,758
2. PLAZA & LANDSCAPE REFRESH - fix concrete areas around plaza, add screening element and furnishings, landscape update of lava rock areas				$ 91,713
3. PARKING LOT ISLANDS - conversion of lawn islands, new trees and waterwise planting				$ 74,140
4. STREETSCAPE BASIC - street trees along frontage w/irrigation mods				$ 9,598
5. STREETSCAPE ENHANCED - lawn conversion of front 20' to waterwise landscape				$ 109,566
6. ENTRY PROMENADE - pavement and enhanced plantings				$ 87,313
			TOTAL	$ 454,086

ITEM	QUANT.	UNIT	UNIT PRICE	AMOUNT
1. ENTRY UPDATE AND ACCESSIBILITY				
Mobilization / Construction Layout / SWPPP / Traffic	1	LS	$2,500.00	$2,500.00
Demo Concrete & Pavers	3,800	SF	$3.00	$11,400.00
Concrete Replacement (Decorative)	3,800	SF	$10.50	$39,900.00
ADA Curb Ramps (4)	1	LS	$5,000.00	$5,000.00
Stall Restriping - consolidate ADA stalls	1	LS	$1,500.00	$1,500.00
Concrete Lifting	150	SF	$6.00	$900.00
Landscape Demo	1,200	SF	$0.50	$600.00
Imported Topsoil	15	CY	$75.00	$1,125.00
Undestory Plantings - shrub, grasss, perennial mix	1,200	SF	$5.00	$6,000.00
Trees - 2" caliper	6	EACH	$500.00	$3,000.00
Mulch - Wood Bark - 4" deep	1,200	SF	$0.75	$900.00
Irrigation System Upgrades	1,200	SF	$1.25	$1,500.00
Contingency (10% of total)	1	LS	$7,432.50	$7,432.50
Total				*$81,757.50*

ITEM	QUANT.	UNIT	UNIT PRICE	AMOUNT
2. PLAZA AND LANDSCAPE REFRESH (LAVA ROCK AREAS)				
Mobilization / Construction Layout / SWPPP / Traffic	1	LS	$5,000.00	$5,000.00
Demo Concrete	1,300	SF	$3.00	$3,900.00
Concrete Replacement, Added Sidewalk	1,550	SF	$8.50	$13,175.00
Screening Element	1	LS	$10,000.00	$10,000.00
Plaza Furnishings	1	LS	$15,000.00	$15,000.00
Tree Protection	1	LS	$1,500.00	$1,500.00
Landscape Demo	4,000	SF	$0.50	$2,000.00
Earthwork - fine grading	4,000	SF	$0.20	$800.00
Imported Topsoil	20	CY	$75.00	$1,500.00
Undestory Plantings - shrub, grasss, perennial mix	4,000	SF	$5.00	$20,000.00
Trees - 2" caliper	5	EACH	$500.00	$2,500.00
Mulch - Wood Bark - 4" deep	4,000	SF	$0.75	$3,000.00
Irrigation System Upgrades	4,000	SF	$1.25	$5,000.00
Contingency (10% of total)	1	LS	$8,337.50	$8,337.50
Total				*$91,712.50*

ITEM	QUANT.	UNIT	UNIT PRICE	AMOUNT
3. PARKING LOT ISLANDS				
Mobilization / Construction Layout / SWPPP / Traffic	1	LS	$4,000.00	$4,000.00
Landscape Demo	7,000	SF	$0.50	$3,500.00
Earthwork - fine grading	7,000	SF	$0.20	$1,400.00
Trees - 2" caliper	11	EACH	$500.00	$5,500.00
Understory Plantings - shrub, grasss, perennial mix	7,000	SF	$5.00	$35,000.00
Imported Topsoil	30	CY	$75.00	$2,250.00
Mulch - Wood Bark - 4" deep	7,000	SF	$0.75	$5,250.00
Irrigation System Upgrades	7,000	SF	$1.50	$10,500.00
Contingency (10% of total)	1	LS	$6,740.00	$6,740.00
Total				*$74,140.00*

ITEM	QUANT.	UNIT	UNIT PRICE	AMOUNT
4. STREETSCAPE BASIC (TREES ONLY)				
Street Trees - 2" caliper	13	EACH	$500.00	$6,500.00
Imported Topsoil	3	CY	$75.00	$225.00
Irrigation System Upgrades	1	LS	$2,000.00	$2,000.00
Contingency (10% of total)	1	LS	$872.50	$872.50
Total				*$9,597.50*

ITEM	QUANT.	UNIT	UNIT PRICE	AMOUNT
5. STREETSCAPE - ENHANCED (LAWN CONVERSION - 20' STEET + ENTRY STRIPS)				
Mobilization / Construction Layout / SWPPP / Traffic	1	LS	$5,000.00	$5,000.00
Landscape Demo	11,400	SF	$0.50	$5,700.00
Earthwork - fine grading	11,400	SF	$0.20	$2,280.00
Understory Plantings - shrub, grasss, perennial mix	11,400	SF	$5.00	$57,000.00
Mulch - Wood Bark - 4" deep	11,400	SF	$0.75	$8,550.00
Imported Topsoil	15	CY	$75.00	$1,125.00
Irrigation System Upgrades	11,400	SF	$1.75	$19,950.00
Contingency (10% of total)	1	LS	$9,960.50	$9,960.50
Total				*$109,565.50*

ITEM	QUANT.	UNIT	UNIT PRICE	AMOUNT
6. ENTRY PROMENADE				
Mobilization / Construction Layout / SWPPP / Traffic	1	LS	$4,000.00	$4,000.00
Concrete	4,000	SF	$8.50	$34,000.00
Stairs/Ramps	1	LS	$7,500.00	$7,500.00
Landscape Demo	3,750	SF	$0.50	$1,875.00
Earthwork - fine grading	3,750	SF	$0.20	$750.00
Trees - 2" caliper	4	EACH	$500.00	$2,000.00
Understory Plantings - shrub, grasss, perennial mix	3,750	SF	$5.00	$18,750.00
Mulch - Wood Bark - 4" deep	3,750	SF	$0.75	$2,812.50
Imported Topsoil	15	CY	$75.00	$1,125.00
Irrigation System Upgrades	3,750	SF	$1.75	$6,562.50
Contingency (10% of total)	1	LS	$7,937.50	$7,937.50
6. Entry Promenade Total				*$87,312.50*

PRELIMINARY OPINION OF PROBABLE COST
Date: 9/18/2026

Preliminary Opinion of Probable Costs - West Haven City Hall Landscape	
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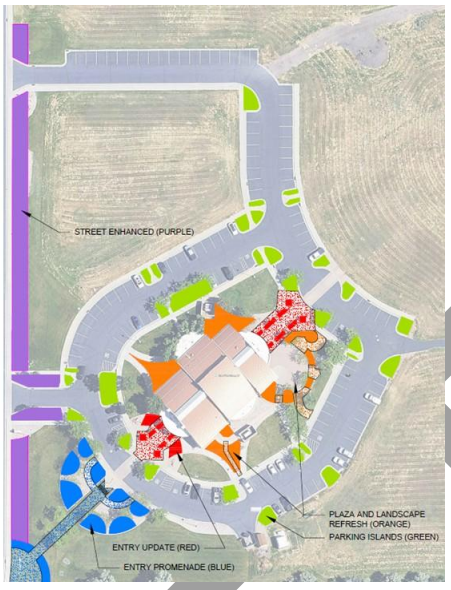
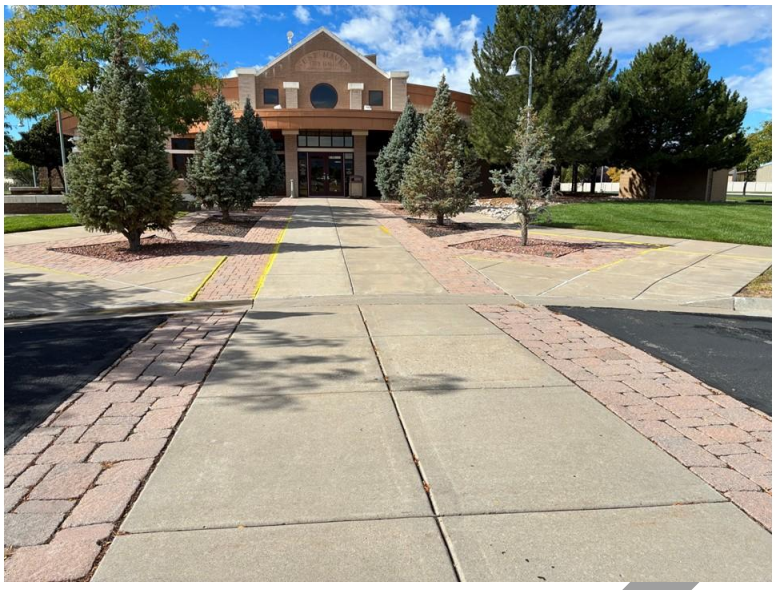
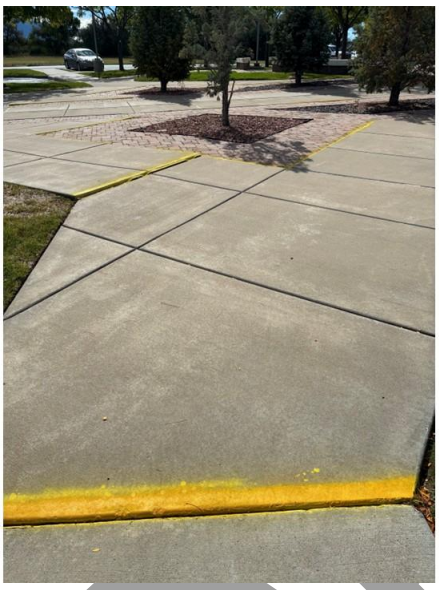
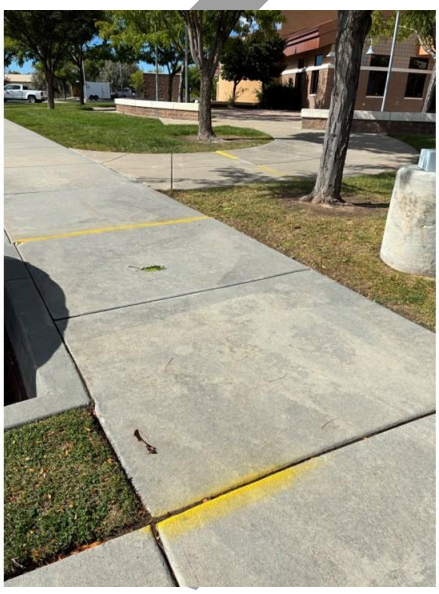






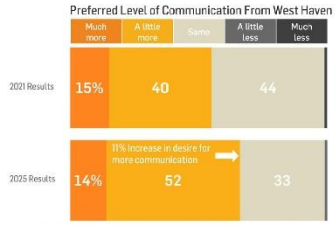


4. Discussion-Newsletter Survey Findings and Recommendations-Michelle Witte, Social Media Coordinator and Administrative Assistant

Michelle Witte gave a presentation on the newsletter survey findings.

Introduction

Residents have stated that they like to receive information about the city and events from the newsletter, but there are improvements that can be made to access as well as content. Below are statements taken from the West Haven 2025 Community Survey, specifically those that offered some guidance on what residents would like to see improved.



Needs Improvement

The Monthly Newsletter is Valued, but Needs Improvement

Many respondents appreciate the newsletter and rely on it as a primary source of city information. They find it useful for learning about events, city planning, and leadership messages. However, frequent suggestions include **expanding its content, making it more detailed and timelier**, including it for those that no longer receive paper utility bills.

Better Access

Residents Struggle to Access Information Through Some Channels

A significant number of residents feel **frustrated by limited access to timely, detailed, and centralized information.** The issues mentioned include the outdated and hard-to-navigate city website, lack of awareness of where to find official updates, inaccessibility due to going paperless.

Diverse Options

Diverse Communication Preferences Across Demographics

There is a clear divide in preferred communication channels. Older adults prefer mailed physical newsletters. Younger or tech-savvy residents prefer email, social media, and online updates. **Multiple respondents asked for multiple channels to be used in parallel so residents can choose what works best for them.**

Budget

At right is the budget for the newsletter that was passed in June 2026 for FY 2026/27, with the advisement from the council to find ways to decrease the overall cost of the newsletter production and delivery each month.

It was also suggested that we conduct a survey of residents to find what delivery methods they prefer to receive the newsletter, to determine areas where costs could be reduced. The results of that survey are on the following slides.

CITY NEWSLETTER

4,955 Paper Bills

2,052 Paperless Bills

2,732 Households in an HOA that do not receive a bill

9,739

Paper Bills Mailing

$4,400.04- 11x17, black ink: $366.67 per month x 12 months (4,955 copies x $0.074)

$2,103.62- Folding and inserting into an envelope: $175.30 per month x 12 months (7,300 copies x $0.018)

$6,503.66

Paperless Bills and Households in HOA

$4,248.19- 11x17, black ink: $354.016 per month x 12 months (4,784 copies x $0.074)

$4,592.64- Fold, insert, sort address list, print address on envelope(includes the cost of envelope): $382.72 per month x 12 months (4,784 copies x $0.08)

$22,963.20- Postage: $1,913.60 per month x 12 months (4,784 copies x $0.40- 3rd class 5 to 7 days)

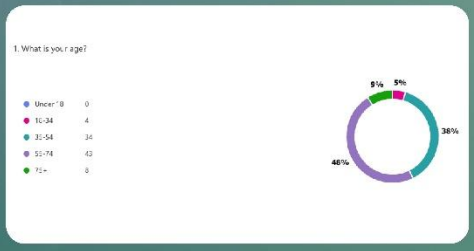
$31,804.03

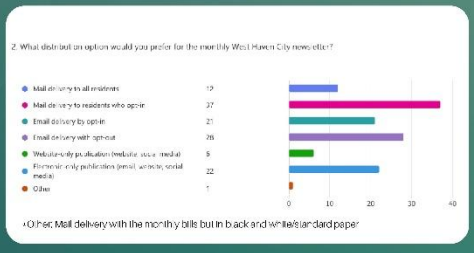
$38,307.69- Grand Total

Survey Results

We posted a survey on social media and in the July 2026 newsletter asking for West Haven residents' feedback on which distribution option they would prefer for the newsletter. We received 89 responses in 30 days (July 1 -30).

More than one option was allowed for Question 2, so many residents made multiple selections.





•Other: Mail delivery with the monthly bills but in back and white/standard paper

Age	What distribution option would you prefer for the monthly West Haven City newsletter?
35-54	Email delivery by opt-in ;
55-74	Email delivery with opt-out;
35-54	Email delivery by opt-in ;
35-54	Email delivery with opt-out;Electronic-only publication (email, website, social media);
18-34	Email delivery by opt-in ;Website-only publication (website, social media);
55-74	Website-only publication (website, social media);Electronic-only publication (email, website, social media);
55-74	Mail delivery to all residents;
55-74	Email delivery by opt-in ;Email delivery with opt-out;
75+	Electronic-only publication (email, website, social media);
55-74	Email delivery with opt-out;
18-34	Email delivery with opt-out;Electronic-only publication (email, website, social media);Mail delivery to residents who opt-in;
35-54	Mail delivery to residents who opt-in;
55-74	Email delivery by opt-in ;
35-54	Mail delivery to residents who opt-in;
55-74	Website-only publication (website, social media);
35-54	Email delivery with opt-out;
55-74	Email delivery with opt-out;Mail delivery to residents who opt-in;
55-74	Email delivery with opt-out;
75+	Email delivery by opt-in ;Mail delivery to residents who opt-in;
18-34	Email delivery with opt-out;
55-74	Email delivery with opt-out;
35-54	Electronic-only publication (email, website, social media);Email delivery with opt-out;
35-54	Mail delivery to residents who opt-in;Email delivery by opt-in ;
55-74	Email delivery with opt-out;Email delivery by opt-in ;
55-74	Mail delivery to residents who opt-in;
35-54	Email delivery with opt-out;Email delivery by opt-in ;Mail delivery to residents who opt-in;
35-54	Electronic-only publication (email, website, social media);
35-54	Electronic-only publication (email, website, social media);
55-74	Electronic-only publication (email, website, social media);
75+	Electronic-only publication (email, website, social media);
55-74	Electronic-only publication (email, website, social media);
35-54	Email delivery by opt-in ;Electronic-only publication (email, website, social media);
35-54	Email delivery with opt-out;
55-74	Email delivery by opt-in ;
35-54	Electronic-only publication (email, website, social media);
55-74	Electronic-only publication (email, website, social media);Mail delivery to residents who opt-in;
35-54	Email delivery with opt-out;
35-54	Email delivery with opt-out;Mail delivery to residents who opt-in;
35-54	Email delivery with opt-out;
35-54	Mail delivery to residents who opt-in;Email delivery with opt-out;
75+	Mail delivery to residents who opt-in;
55-74	Mail delivery to residents who opt-in;
55-74	Email delivery by opt-in ;Email delivery with opt-out;
35-54	Email delivery with opt-out;
35-54	Website-only publication (website, social media);Electronic-only publication (email, website, social media);
35-54	Email delivery with opt-out;
55-74	Mail delivery to all residents;
55-74	Mail delivery to residents who opt-in;
55-74	Mail delivery to all residents;Email delivery by opt-in ;
75+	Electronic-only publication (email, website, social media);

55-74	Website-only publication (website, social media);Electronic-only publication (email, website, social media);
55-74	Mail delivery to all residents;
35-54	Mail delivery to residents who opt-in;Email delivery by opt-in ;
35-54	Mail delivery to residents who opt-in;Email delivery by opt-in ;c
55-74	Mail delivery to residents who opt-in;
55-74	Email delivery by opt-in ;
55-74	Email delivery with opt-out;
55-74	Electronic-only publication (email, website, social media);
55-74	Mail delivery to residents who opt-in;Email delivery by opt-in ;Email delivery with opt-out;Website-only publication (website, social media);Electronic-only publication (email, website, social media);
35-54	Email delivery with opt-out;Mail delivery to residents who opt-in;Electronic-only publication (email, website, social media);
75+	Mail delivery to all residents;
35-54	Mail delivery to residents who opt-in;
35-54	Electronic-only publication (email, website, social media);
55-74	Mail delivery to residents who opt-in;Mail delivery to all residents;
55-74	Email delivery with opt-out;
18-34	Email delivery by opt-in ;Electronic-only publication (email, website, social media);
35-54	Mail delivery to all residents;
35-54	Mail delivery to residents who opt-in;Email delivery with opt-out;
55-74	Email delivery with opt-out;
55-74	Mail delivery to residents who opt-in;
55-74	Mail delivery to residents who opt-in;
55-74	Mail delivery to residents who opt-in;
75+	Mail delivery to residents who opt-in;
55-74	Mail delivery to residents who opt-in;
55-74	Email delivery with opt-out
35-54	Mail delivery to all residents
55-74	Mail delivery to residents who opt-in
55-74	Mail delivery to residents who opt-in
55-74	Mail delivery to all residents;Mail delivery to residents who opt-in
35-54	Mail delivery to residents who opt-in
55-74	Mail delivery to all residents
35-54	Mail delivery to all residents;Mail delivery to residents who opt-in
35-54	Mail delivery to residents who opt-in;Email delivery by opt-in
35-54	Mail delivery to residents who opt-in
35-54	Email delivery by opt-in ;Mail delivery to all residents
35-54	Mail delivery to residents who opt-in
55-74	Electronic-only publication (email, website, social media)
55-74	Email delivery by opt-in ;Mail delivery to residents who opt-in
75+	Mail delivery to residents who opt-in

Recommendations

Based on the resident surveys, it is clear that residents want a diversity of options for receiving the newsletter: a mailed physical copy to those who request it, an emailed version to those who request it, and a digital copy available online and shared on the website and through social media channels.

Mail

- Opt-in for residents who want to receive mailed copy
- Use Canva template to create the pdf that will be printed and mailed to residents
- Printed in black ink on 11 x 17 pastel sheet of paper, folded booklet-style.

Email

- Opt-in for residents who want to receive email ad copy
- Use an email newsletter management program
- Includes templates for ease of use

Digital

- Post a pdf of the physical version on West Haven website as usual
- Post slides of newsletter as images on Facebook and Instagram to increase readership (Meta makes it difficult to leave their platforms, so readership is higher in the apps).

Opt-in

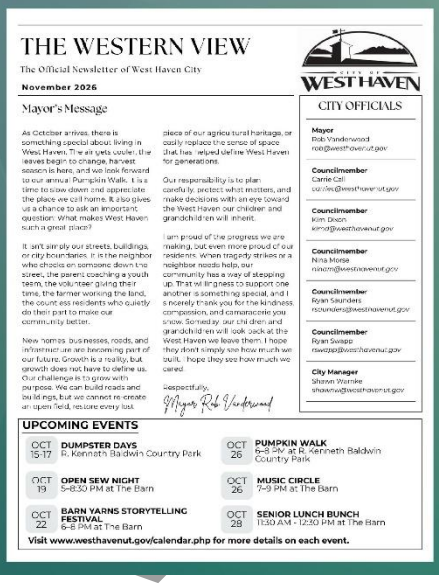
for both emailed and mailed versions of the newsletter

We'll need to create systems to manage mailing & emailing lists

Steps to create those systems and databases:

1. Send an email to all residents who we have email addresses for in the system for sewer bills, providing info on how they can opt-in for the new version of the newsletter.
2. Include a half sheet for the next printed version of the newsletter letting residents know of the change to an opt-in system, with instructions on how to sign up if they want to continue receiving it.
3. Put a notice on the front page of the West Haven City website with links on how to opt-in to both physical and email copies.
4. Post on social media multiple times over the next few months on how residents can receive email and/or mail copies of the newsletter.
5. Add email addresses into an email management system. Those systems include an opt-out in case anyone changes their mind later.
6. Create a database of physical addresses to mail the newsletter and developt a system for maintaining it in case someone moves or no longer wants to receive a physical copy.

Mail Version: Canva Template



THE WESTERN VIEW

The Official Newsletter of West Haven City

November 2026

WEST HAVEN

Mayor's Message

As October arrives, there is something special about living in West Haven. The air gets cooler, the leaves begin to change, harvest season is here, and we look forward to our annual Pumpkin Walk. It is a time to slow down and appreciate the place we call home. It also gives us a chance to ask an important question: What makes West Haven such a great place?

It isn't simply our streets, buildings, or city boundaries. It is the neighbor who checks on someone down the street, the parent coaching a youth team, the volunteer giving their time, the farmer working the land, the countless residents who quietly do their part to make our community better.

New homes, businesses, roads, and infrastructure are becoming part of our future. Growth is a reality, but growth does not have to define us. Our challenge is to grow with purpose. We can build roads and buildings, but we cannot re-create an open field, restore every lost piece of our agricultural heritage, or easily replace the sense of space that has helped define West Haven for generations.

Our responsibility is to plan carefully, protect what matters, and make decisions with an eye toward the West Haven our children and grandchildren will inherit.

I am proud of the progress we are making, but even more proud of our residents. When tragedy strikes or a neighbor needs help, our community has a way of stepping up. That willingness to support one another is something special, and I sincerely thank you for the kindness, compassion, and camaraderie you show. Someday, our children and grandchildren will look back at the West Haven we leave them. I hope they don't simply see how much we built. I hope they see how much we cared.

Respectfully,

Mayor Rob Vanderwood

CITY OFFICIALS

Mayor
Rob Vanderwood
rob@westhavenut.gov

Councilmember
Carrie Call
carrie@westhavenut.gov

Councilmember
Kim Dixon
kimd@westhavenut.gov

Councilmember
Nina Morse
nmorse@westhavenut.gov

Councilmember
Ryan Saunders
rsaunders@westhavenut.gov

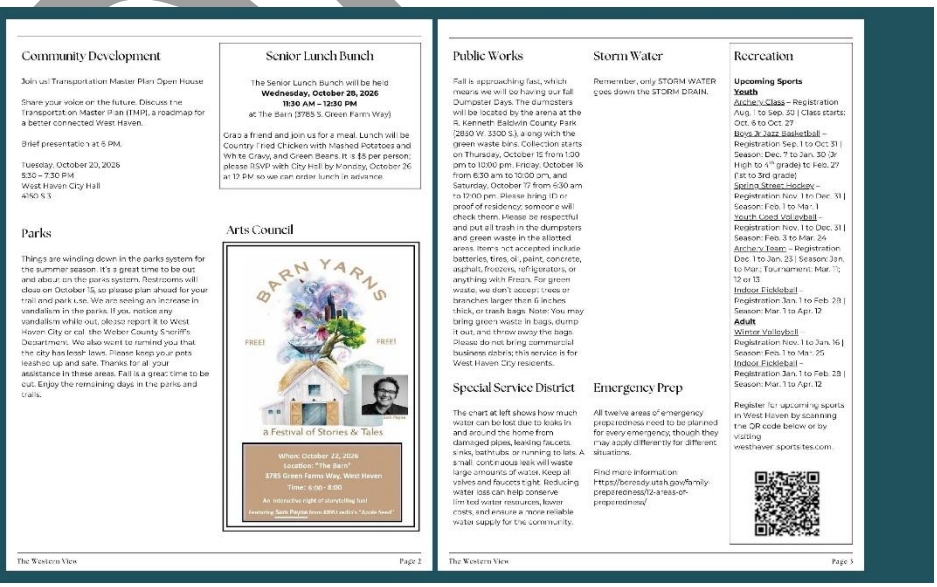
Councilmember
Ryan Swapp
rswapp@westhavenut.gov

City Manager
Shawn Warnke
shawnw@westhavenut.gov

UPCOMING EVENTS

OCT 15-17	**DUMPSTER DAYS** R. Kenneth Baldwin Country Park	OCT 26	**PUMPKIN WALK** 6–8 PM at R. Kenneth Baldwin Country Park
OCT 19	**OPEN SEW NIGHT** 5–8:30 PM at The Barn	OCT 26	**MUSIC CIRCLE** 7–9 PM at The Barn
OCT 22	**BARN YARNS STORYTELLING FESTIVAL** 6–8 PM at The Barn	OCT 28	**SENIOR LUNCH BUNCH** 11:30 AM - 12:30 PM at The Barn

Visit www.westhavenut.gov/calendar.php for more details on each event.



Community Development

Join us! Transportation Master Plan Open House

Share your voice on the future. Discuss the Transportation Master Plan (TMP), a roadmap for a better connected West Haven.

Brief presentation at 6 PM.

Tuesday, October 20, 2026
5:30 – 7:30 PM
West Haven City Hall
4150 S 3

Senior Lunch Bunch

The Senior Lunch Bunch will be held
Wednesday, October 28, 2026
11:30 AM – 12:30 PM
at The Barn (3785 S. Green Farm Way)

Grab a friend and join us for a meal. Lunch will be Country Fried Chicken with Mashed Potatoes and White Gravy, and Green Beans. It is $5 per person; please RSVP with City Hall by Monday, October 26 at 12 PM so we can order lunch in advance.

Parks

Things are winding down in the parks system for the summer season. It's a great time to be out and about on the parks system. Restrooms will close on October 15, so please plan ahead for your trail and park use. We are seeing an increase in vandalism in the parks. If you notice any vandalism while out, please report it to West Haven City or call the Weber County Sheriff's Department. We also want to remind you that the city has leash laws. Please keep your pets leashed up and safe. Thanks for all your assistance in these areas. Fall is a great time to be out. Enjoy the remaining days in the parks and trails.

Arts Council

Public Works

Fall is approaching fast, which means we will be having our fall Dumpster Days. The dumpsters will be located by the arena at the R. Kenneth Baldwin County Park (2830 W. 3300 S.), along with the green waste bins. Collection starts on Thursday, October 15 from 1:00 pm to 10:00 pm, Friday, October 16 from 6:30 am to 10:00 pm, and Saturday, October 17 from 6:30 am to 12:00 pm. Please bring ID or proof of residency; someone will check them. Please be respectful and put all trash in the dumpsters and green waste in the allotted areas. Items not accepted include batteries, tires, oil, paint, concrete, asphalt, freezers, refrigerators, or anything with Freon. For green waste, we don't accept: trees or branches larger than 6 inches thick, or trash bags. Note: You may bring green waste in bags, dump it out, and throw away the bags. Please do not bring commercial business debris; this service is for West Haven City residents.

Storm Water

Remember, only STORM WATER goes down the STORM DRAIN.

Special Service District

The chart at left shows how much water can be lost due to leaks in and around the home from damaged pipes, leaking faucets, sinks, bathtubs, or running to lots. A small, continuous leak will waste large amounts of water. Keep all valves and faucets tight. Reducing water loss can help conserve limited water resources, lower costs, and ensure a more reliable water supply for the community.

Emergency Prep

All twelve areas of emergency preparedness need to be planned for every emergency, though they may apply differently for different situations.

Find more information: https://beready.utah.gov/family-preparedness/12-areas-of-preparedness/

Recreation

Upcoming Sports

Youth

Archery Class – Registration Aug. 1 to Sep. 30 | Class starts: Oct. 6 to Oct. 27

Boys Jr Jazz Basketball – Registration: Sep. 1 to Oct. 31 | Season: Dec. 7 to Jan. 30 (Jr High to 4th grade) to Feb. 27 (1st to 3rd grade)

Spring Street Hockey – Registration: Nov. 1 to Dec. 31 | Season: Feb. 1 to May. 1

Youth Coed Volleyball – Registration: Nov. 1 to Dec. 31 | Season: Feb. 3 to Mar. 24

Archery Tag – Registration: Dec. 1 to Jan. 23 | Season: Jan. to Mar.; Tournament: Mar. 11; 12 or 13

Indoor Pickleball – Registration: Jan. 1 to Feb. 28 | Season: Mar. 1 to Apr. 12

Adult

Winter Volleyball – Registration: Nov. 1 to Jan. 16 | Season: Feb. 1 to Mar. 25

Indoor Pickleball – Registration: Jan. 1 to Feb. 28 | Season: Mar. 1 to Apr. 12

Register for upcoming sports in West Haven by scanning the QR code below or by visiting westhaven.sportstes.com.

Email Version: Revize

The company that hosts West Haven City's website, Revize, offers a paid option to create and send an email newsletter. The platform is similar to other email newsletters like MailChimp, but, is specifically geared for local government agencies. It would send emails, track open rate and metrics, and maintain email contact list.

Pros

- Revize already hosts West Haven's website
- Easy option to sign up for email newsletter
- Clean, modern look
- Easy to create (drag & drop)
- Great for scrolling in email or on a device

Cons

- Can't convert to a pdf or mailed as a physical copy
- We would still need to create a separate newsletter to mail
- Intended for scrolling, not static viewing
- Cost: $1,900 set up fee (includes up to 2,000 sends per month)
  - Additional $600/year for 5,000 sends per month

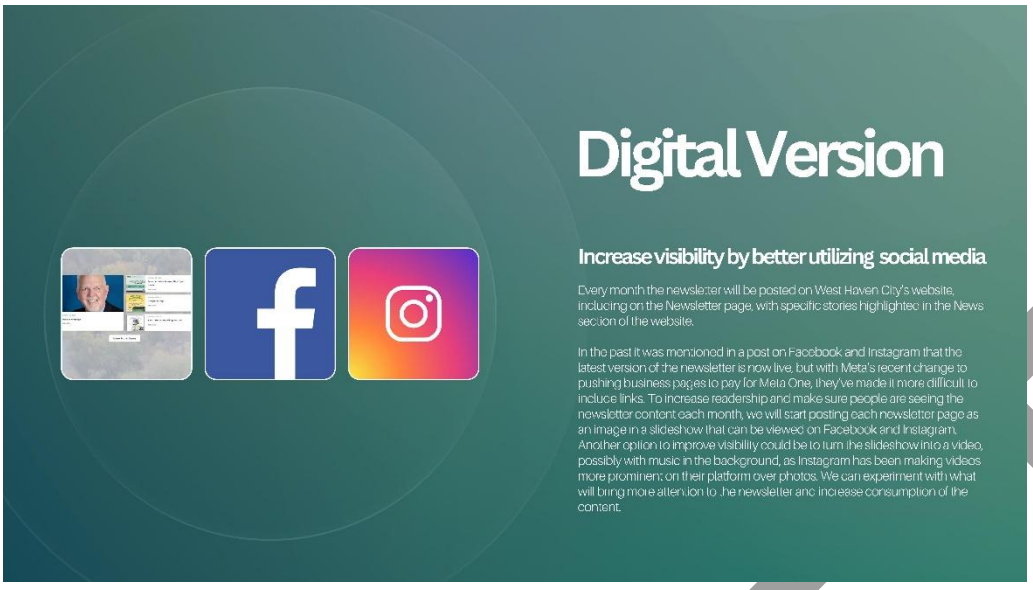
Other Email Options

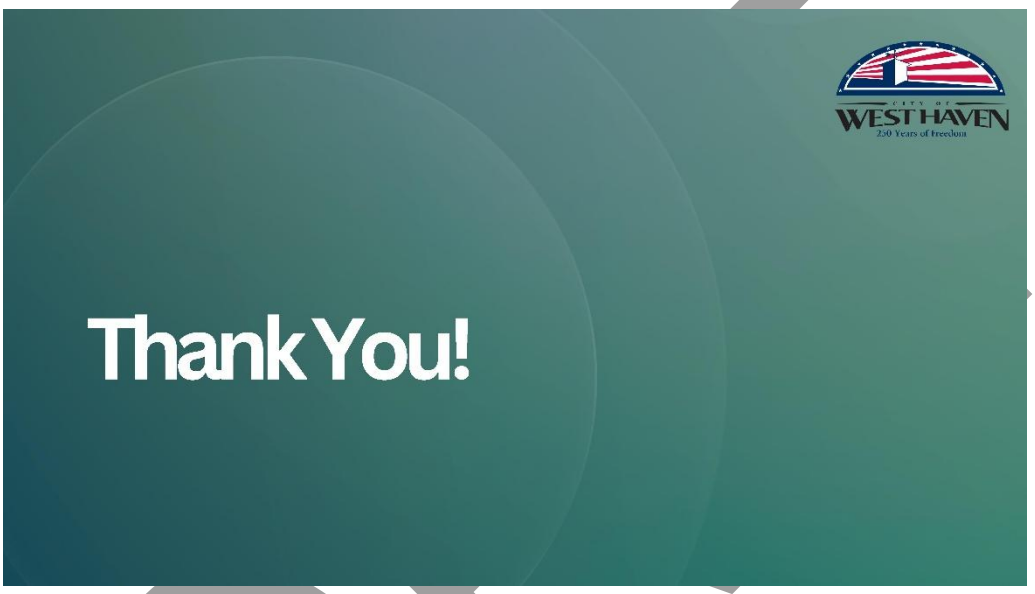
There are quite a few email management programs available, though the cost for each service and what is included varies.

MAILCHIMP
$13.5/mo Standard Plan

BEEHIIV
$13.5/mo Pro Plan

BREVO
$16/month Standard Plan





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 Call**
B. PRAYER/MOMENT OF SILENCE	**Councilmember Saunders**

3. **PUBLIC PRESENTATION:** Resident(s) attending this meeting will be allotted 3 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.
No one came up at this time.

4. **UPCOMING EVENTS**

Barn Yarns Storytelling-The Barn	**October 22, 2026**	**6:00 PM**
Pumpkin Walk-R. Kenneth Baldwin Country Park	**October 26, 2026**	**6:00 PM**
Music Circle-The Barn	**October 26, 2026**	**7:00 PM**
Senior Lunch Bunch-The Barn	**October 28, 2026**	**11:30 AM**
Mixed Media Workshop-The Barn	**November 9, 2026**	**6:00 PM**
Open Sew Night-The Barn	**November 16, 2026**	**5:00 PM**

The Barn Open House	**November 17, 2026**	**6:00 PM-8:00 PM**
Music Circle-The Barn	**November 23, 2026**	**7:00 PM**

5. **COUNCIL UPDATES**

Councilmember Dixon said the Pumpkin Walk will be October 26, 2026. She said staff have delivered pumpkins to the schools so they can be decorated and encouraged the public to come out to the event.

Mayor Vanderwood said dumpster days was a success.

6. **PRESENTATION-AWARD FOR COMMUNITY SERVICES ON THE PEDESTRIAN ACCIDENT ON 2550 S**

Mayor Vanderwood and City Council presented Yonis Osman with a certificate and thanked him for his service in our community.

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

7. **ACTION ON CONSENT AGENDA**

A. COUNCIL MEETING MINUTES **MEETING HELD** **October 7, 2026**

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

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

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

A. ACTION ON ORDINANCE 19-2026-AMENDMENT TO THE ZONING MAP FROM A-2 TO C-2-3507 W 4000 S (PARCEL 080360040)-ERIC ROSE

Stephen Nelson said staff recommends approval of this item without the concept plan attached.

Councilmember Dixon asked if the Utah Department of Transportation will give them access on 4000 S.

Eric Rose said he isn't sure but thinks they will be favorably inclined to grant access.

Shawn Warnke asked if there will be sidewalks.

Stephen Nelson said that sidewalks will be required during the site plan application process. He said the state has approved a stream alteration permit for this project.

Councilmember Morse made a motion to adopt ordinance 19-2026. **Councilmember Saunders** seconded the motion.

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

9. **ACTION ON RESOLUTION 41-2026-CONSULTING AND PROFESSIONAL SERVICES AGREEMENT WITH GARDNER ENGINEERING FOR SERVICES AS CONSULTING ENGINEERS FOR THE CITY -SHAWN WARNKE, CITY MANAGER & EDWARD MIGNONE, CITY ENGINEER**

Councilmember Dixon made a motion to adopt resolution 41-2026. **Councilmember Saunders** seconded the motion.

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

10. **ACTION ON RESOLUTION 42-2026-INTERLOCAL AGREEMENT BETWEEN WEBER COUNTY AND THE CITY OF WEST HAVEN FOR COUNTY CLERK'S SERVICE FOR MUNICIPAL ELECTIONS IN 2027 AND 2029-EMILY GREEN, CITY RECORDER**

Ricky Hatch gave a presentation on the service Weber County Elections provides.

DRAFT

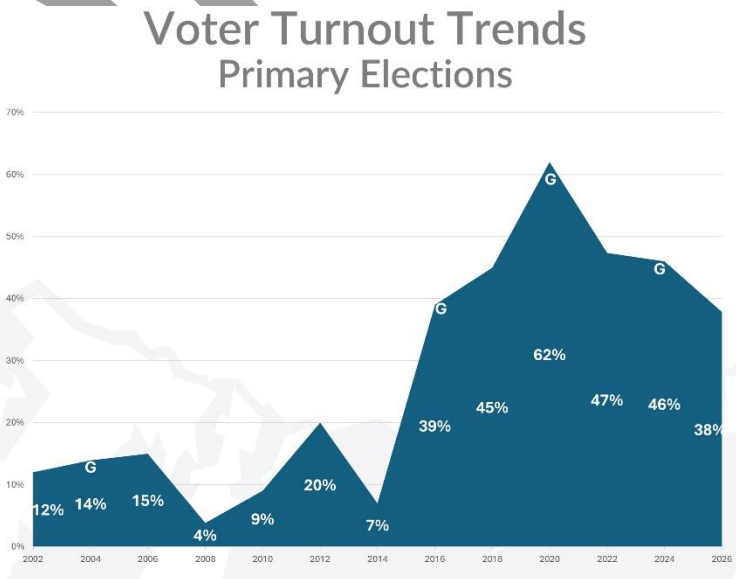
WEBER ELECTIONS

Citizen Involvement

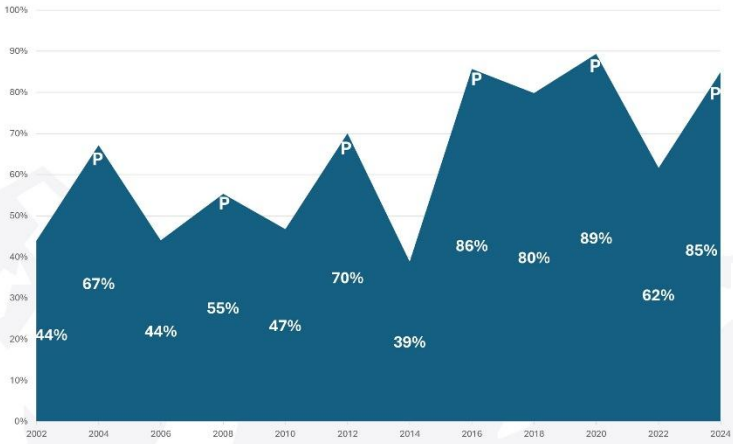
Between 1984-2011, voter turnout dropped 54%

In the 2008 primary, one vote counted for 51 other people who could not vote or who chose not to vote

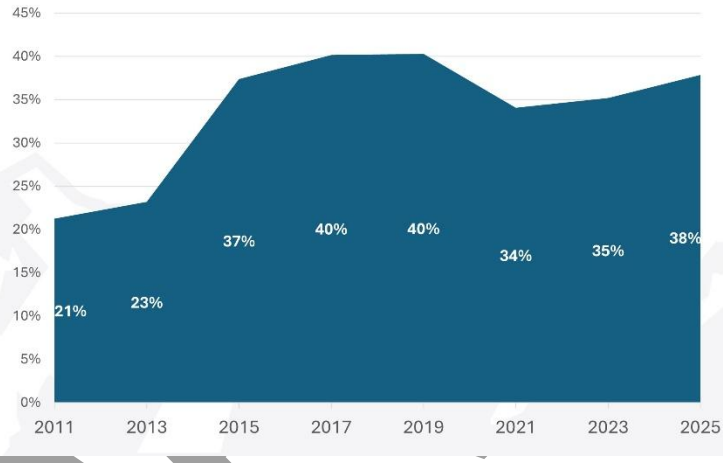
The good news: in 2024, one vote counted for 2 other people



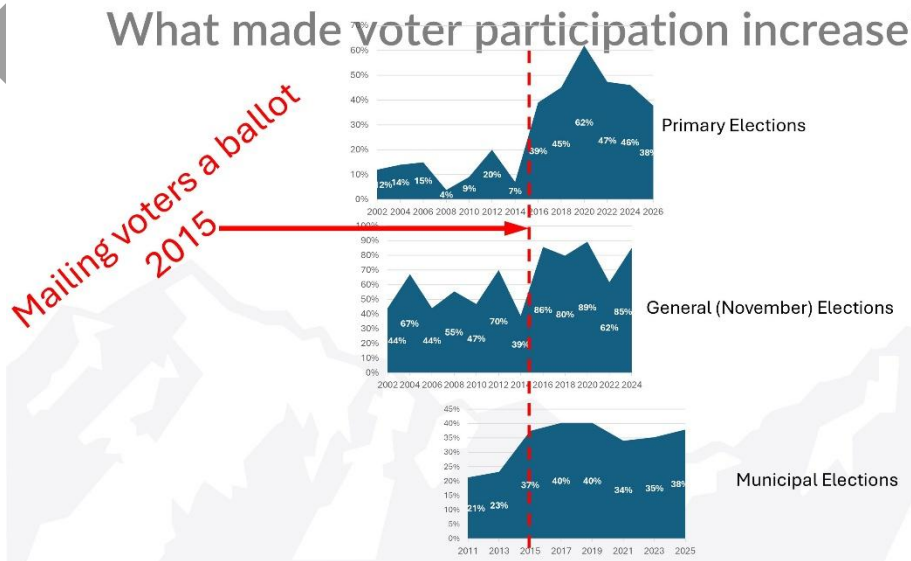
Voter Turnout Trends
General Elections



Voter Turnout Trends
Municipal Elections



What made voter participation increase?



Election Integrity

- Voter Registration
- Ballot Verification and Chain of Custody
- Scanning, Tabulation, and Equipment Security
- Voter Responsibility

AUDITED

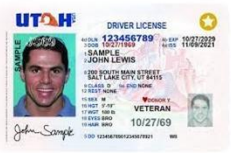
Voter Records

Voter Database - Separation of duties

Clerks enter and manage data

Lt. Gov.'s office oversees and audits

Voter Verification



REQUIRED

- UT Drivers License/State ID # **OR** SSN #
  - **Verified** with the DLD and/or SSA
  - Unverifiable registrations are rejected

Records - Maintenance

- **Check for Duplicate Registration**
  - Within UT & in 24 other states
- **Check for Deceased Voters**
  - Notices from State, SSA, obituaries
- **Automatic Updates from DLD**
- **National Change of Address**
- **Vote by Mail**

AUDITED

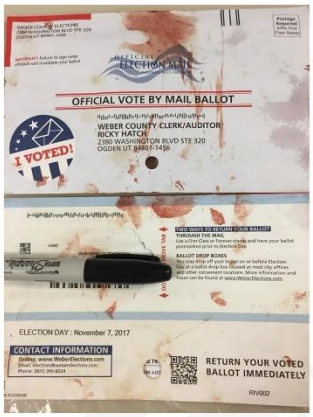
Ballot Undeliverable Rate	
2013	2026
20.0%	2.5%

UNITED STATES POSTAL SERVICE

Ballot Envelope – Security

- Remains **SEALED** during the entire verification process
- No personal or party information
- **Each ballot is assigned a UNIQUE CONTROL NUMBER**
  - Auto generated
  - Specific to the voter, the election, & the ballot

Lost
Soiled
Moved
Not received



Ballot Envelope – Security

Replacement Ballots

- Original control number must be **DEACTIVATED**
- New control number generated
  - Won't generate if original is not deactivated

Envelope Sorter

BARCODE SCAN

Valid control number

Picture taken of voter's signature

Signature Verification

SIGNATURE REVIEW

- Every envelope signature compared to up to 5 signatures on file
- Challenged go through **2nd and 3rd review** by Elections Staff

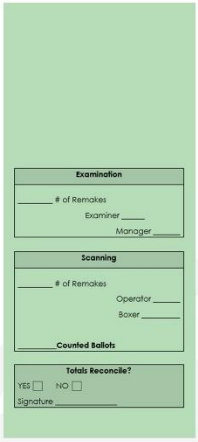
AUDITED

Signatures - Challenged

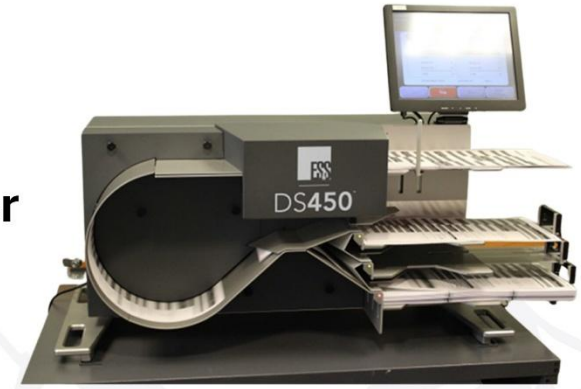
- **Voter is notified** (mail, text and email)
- Provided with a cure letter and instructions
  - Must sign and provide SSN/DL # & signature
- If cure letter is returned & verified, **ballot is counted**
  - **1.5% of envelopes are challenged. 55%** of these are returned

Ballot Processing – Chain of Custody

- Ballots grouped in batches w/audit card
- Workers initial card when processing
- Reconciliations throughout process
  - If discrepancy: stop process & rectify



Ballot Scanner ES&S DS450



Security Measures

- **Certified** by **EAC** (United States Election Assistance Commission)
- **Never** networked or **connected** to the internet
  - No modem, Wi-Fi or Bluetooth capabilities
- All software updates are done manually
- **Security seals** – logged
- **Hash audits** before and after use in public view
- Any activity by vendor must be scheduled, supervised, & logged

AUDITED

Audits

Standard element in election administration

Always performed in FULL VIEW of public:

- Before
- During
- After

Voter Responsibility

- **Update address**
  vote.utah.gov
  dld.utah.gov
- **Track your ballot status**
  trackmyballot.utah.gov
  USPS Informed Delivery Service
- **Notify Election Office**
  Receive a ballot for someone that no longer lives at your address?

New Laws

	Voter's Choice	ID # vs. Signature
Before 2029	All active voters will be mailed a ballot (no change)	Voter **MAY** include last 4 of DL or State ID (if they don't have these, may use SSN)
	Voters may begin declaring choice (DL, in-person, online)	If no number provided, clerk verifies signature
2029 & beyond	If voter hasn't chosen, must vote in person	Voter **MUST** include last 4 of DL or State ID
	Must re-choose at least once every 8 years (DL renewal)	If no number provided, voter must include copy of ID
	If voter misses 2 consecutive even-year general elections, ballot will not be mailed	Clerk must verify BOTH signature and last 4

RELIABLE INFORMATION

weberelections.gov

vote.utah.gov

@weberelections

CONTACT

(801) 399-8034

elections@weberelections.gov

weberelections.gov

vote.utah.gov

Councilmember Saunders made a motion to adopt resolution 42-2026. **Councilmember Morse** seconded the motion.

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

11. <u>DISCUSSION-</u>AT THE MAYOR AND CITY COUNCIL'S ELECTION CONTINUATION OF ANY AGENDA ITEM FROM THE 5:00 WORK SESSION

There were no items discussed at this time.

12. <u>CLOSED SESSION-</u> THE COUNCIL WILL CONSIDER A MOTION TO ENTER INTO A CLOSED MEETING FOR THE PURPOSE OF A STRATEGY SESSION TO DISCUSS THE PURCHASE, EXCHANGE, OR LEASE OF REAL PROPERTY; TO BE HELD IN ACCORDANCE WITH THE PROVISIONS OF UTAH CODE 52-4-205.

Councilmember Morse made a motion to enter into the closed session. **Councilmember Saunders** seconded the motion.

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

Mayor Vanderwood said the session was used to discuss the purchase, exchange, or lease of real property.

Councilmember Dixon made a motion to leave the closed session. **Councilmember Saunders** seconded the motion.

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

13. <u>ADJOURNMENT</u>

Councilmember Morse made a motion to adjourn at 8:06 PM. **Councilmember Dixon** seconded the motion.

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

Emily Green

City Recorder

Date Approved:

DRAFT

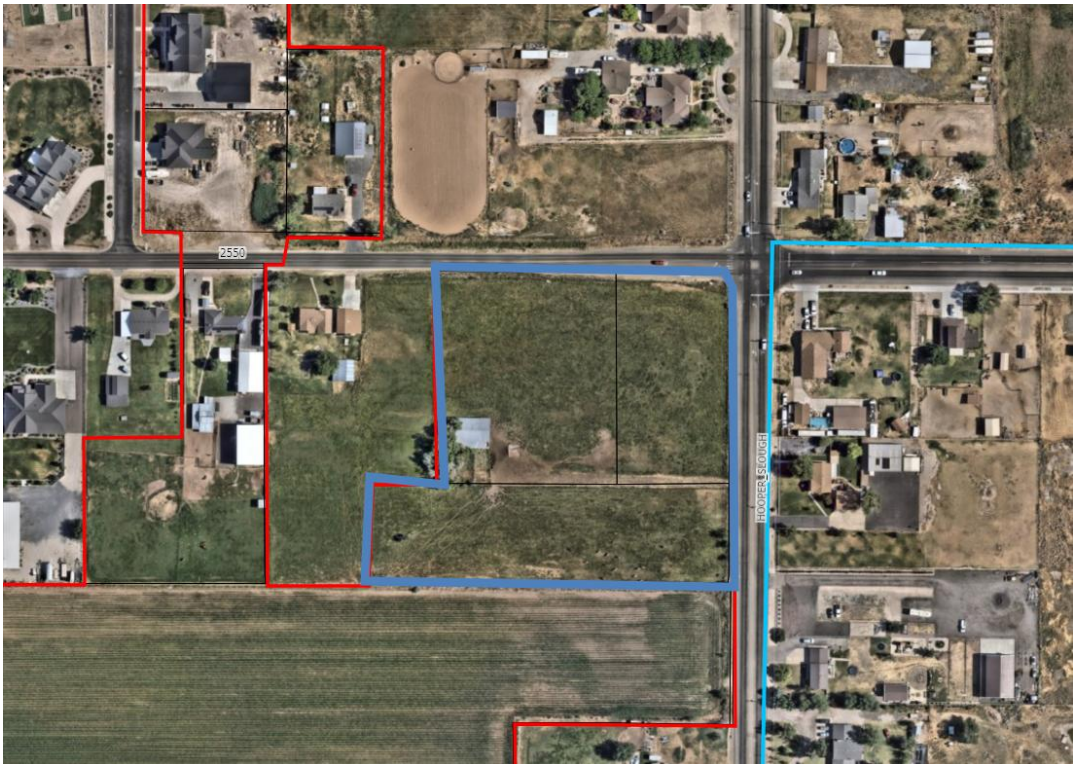
Planning Commission
Staff Review Memo
October 28, 2026

Stephen Nelson, Community Development Director

PETITION TO AMEND THE ZONING MAP

Request:	Approval of an amendment to the zoning map
Property Location:	Parcels 150880019, 150880037, 150880038, and 150880050 at approximately 3535 W 2550 S West Haven
Property Zone:	C-1
Property Size:	5.042 Acres
Applicant:	Pascal Myers, Applicant and Kevin Porter (OGDEN CLINIC PROFESSIONAL CORPORATION), Owner
Governing Document(s):	WHZC §157.705 through §157.715 and the West Haven General Plan
Decision Type:	Legislative
Staff Recommendation:	Discuss the Proposed Application and Planning Commission Recommendation

Image 1: Site Aerial



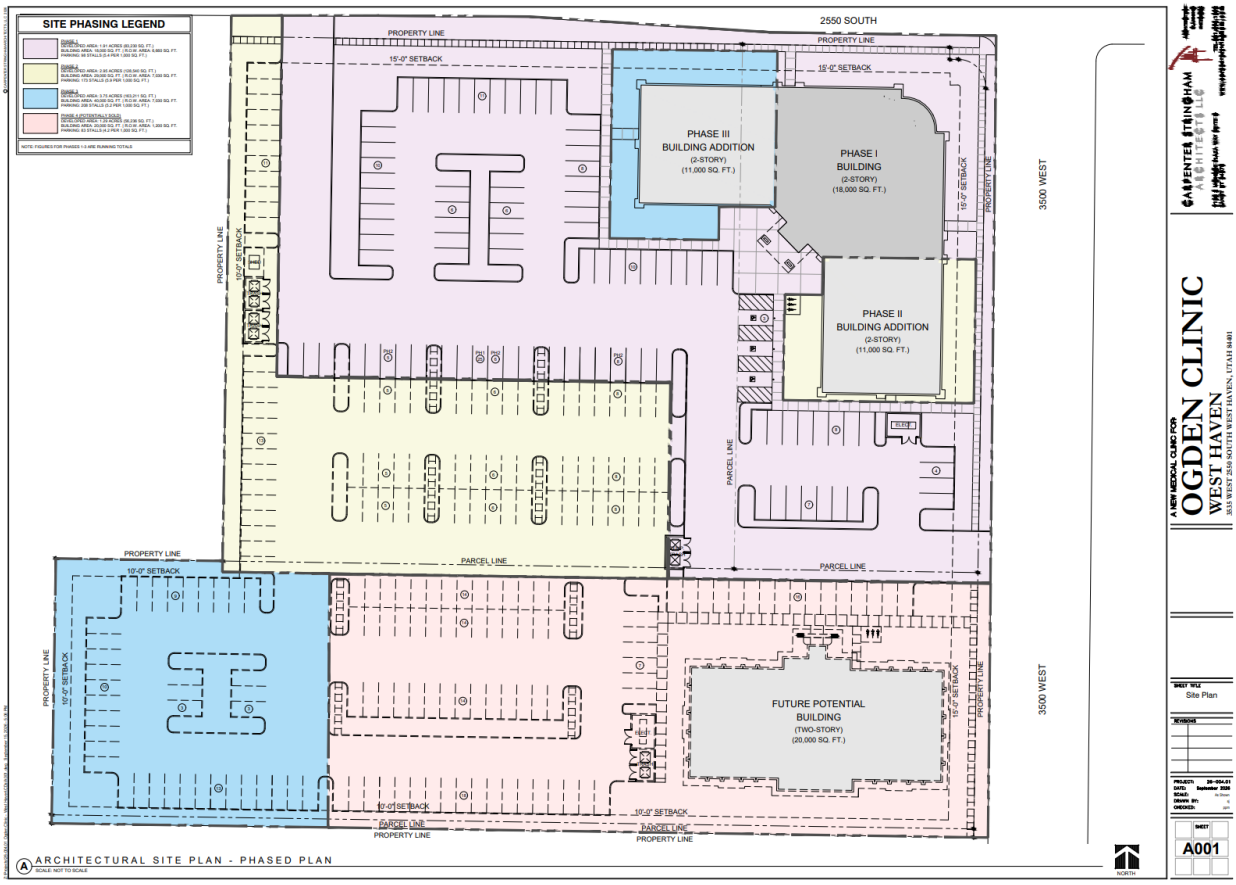
I. BACKGROUND

The applicant is seeking approval for a rezone application from C-1 to C-2. The stated purpose in the application is as follows:

> *The proposed project consists of approximately 60,000 square feet of professional medical clinic space on an undeveloped 5.042 site in phases as shown on the provided concept site plan.*

The applicant also provided the required concept plan, shown in Image 2 and attached to this packet. A medical clinic is allowed within both C-1 and C-2 Zones. One of the applicant's motivations, as expressed to City staff, is to allow construction of a two-story medical clinic. Currently, C-1 limits commercial height to 25 ft when adjacent to residential use, while C-2 allows 35 ft within 150 ft of residential and no restriction beyond that.

Image 2: Development Concept Plan



The existing zoning conditions of the subject property are as depicted in Image 3 below and expressed in Table 1 below. See Image 4 for the envisioned future zoning of the subject property and the contiguous properties.

Table 1: Zoning Designations of Contiguous Property

Direction	Zone	Current Use
North	Unincorporated County (A-1)	Single Family and Agriculture
East	Unincorporated County (A-1)	Single Family and Agriculture
South	A-1	Undeveloped and Agriculture
West	A-2 and Unincorporated County (A-1)	Single Family Home

Image 3: Current Zoning Conditions – WHC Zoning Map, Vicinity of subject property

II. STAFF REVIEW

Staff's review of the subject petition to amend the zoning map, as it pertains to the requirements of the West Haven Zoning Code, is as follows:

Note that in this section, the verbatim language of the West Haven City Zoning Code is in grey italics. Staff do not provide findings for each consideration below, but only for those considerations that were found to be immediately relevant to the subject petition.

Zoning Difference

The C-1 Zone is a neighborhood commercial zoning, designed to provide limited commercial services within neighborhood areas. This zone has more restrictions on building height, setbacks, and uses than other commercial zones. The stated purpose of the C-1 Zone is as follows:

§ 157.290 PURPOSE AND INTENT. (A)

(1) For the C-1 Zone: Neighborhood Commercial Zone is intended to provide commercial services to an area of limited size for basic trade and personal services which occur regularly or frequently. The major market area for this Zoning District is the adjacent residential areas. This type of zoning district should be located at the intersection of arterial or collector streets. It services both pedestrian and vehicular traffic.

C-2 Zone is a community commercial zone and is designed to provide a range of commercial uses greater than that of C-1. It has fewer restrictions on uses, setbacks, and building heights. The stated purpose of the C-2 Zone is as follows:

§ 157.290 PURPOSE AND INTENT. (A)

(2) For the C-2 Zone: Community Commercial Zone is to provide a range of commercial uses greater than that of the C-1, but at a lower intensity than the C-3 Regional Commercial Zone. The basic market for this Zoning District is vehicular-oriented. This type of zoning district is best located at the intersection of arterial streets.

The full zoning standard for C-1 and C-2 can be found in West Haven City Code § 157.290-§ 157.296.

§157.707 Petition Procedure

The West Haven City Zoning Code provides the following four procedural elements (A through D below) for the Planning Commission and City Council to consider when reviewing a petition to amend the Zoning Map.

(A) The city procedure for processing rezoning petitions for multiple-family (over eight) dwellings, mixed use, recreational resort, commercial, and industrial developments requires a petitioner to submit, as part of the rezoning petition, a concept development plan and to specify the general land uses and the general site and building arrangements which will occupy the property and the general time frame and phasing of development if rezoning is granted.

Finding: The applicant provided a development concept that specifies the general land use and general building arrangements. The concept plan generally complies with uses and shows a mixture of buildings, parking, and landscape areas.

The attached concept plan is purely conceptual, and the City does not approve a site plan as part of a rezone petition. Staff has not vetted the concept for full technical compliance with zoning development standards, the International Fire Code, Engineering standards, or utility capacities. Based on an initial review, staff anticipates the site plan may need changes if the zone change is approved and the applicant proceeds with a site plan application.

Image 4: General Plan Map, Vicinity of subject property

(B) Planning committees and neighboring property owners will be notified not only of the rezoning petition, but also of the general details of what is proposed and how and when it will be located on the property. The notice of public hearing before the City Council shall also contain the same development information.

Findings: The City has mailed out the proper notices as required with the provided concept plan.

(C) The Planning Commission and the City Council will consider whether the petition should be approved or disapproved based upon the merits and compatibility of the proposed project with the master plan and surrounding land uses, and its impact on the surrounding area.

Finding: The General Plan map shows this area as C-1 use, which matches the current zoning designation, and not the requested zone change. The applicant seeks to build a medical clinic, which is permitted in both C-1 and C-2 zones, as shown below.

§ 157.294 USES.

Use	*C-1*	*C-2*	*C-3*
Clinics, medical or dental	*P*	*P*	*P*

Staff understands that the applicant wants to build a two-story medical clinic with no inpatient beds. Under the C-1 zone, the maximum building height would likely be 25ft. A change to C-2

would allow the maximum height of any structure within 150 ft of a residential use to 35 ft. This 10-foot increase would allow the applicant to build a two-story structure. Within West Haven City, A-1, A-2, and other residential zones also have a maximum building height of 35 ft.

§ 157.291 SITE DEVELOPMENT STANDARDS.

Site Development	***C-1***	***C-2***	***C-3***
Building height			
Maximum	35 ft.; 25 ft. when adjacent to residential	35 ft. when adjacent to residential, no restriction if 150 ft. from residential	None
Minimum	1 story	1 story	1 story

(D) The Planning Commission and City Council will consider also whether the proposed development, and in turn the petitioned for rezoning, is needed to provide a service or convenience brought about by changing conditions, and which therefor promotes the public welfare. They may require changes in the concept plan in order to achieve compatibility and may impose any conditions to lessen, or eliminate, adverse impacts.

Finding: The petition and its associated development concept may promote public welfare and could be appropriate and compatible with surrounding land uses. Medical services are generally considered a needed community resource, providing better or additional access to health care services. However, these services must be balanced with community impacts. The rezone could increase building size by allowing a second floor.

In addition, the rezone could allow other C-2 uses, including hospitals or more intensive commercial uses. The zone change, unless done through a conditional zone change or development agreement, would allow the property to develop under C-2 standards.

§157.708-709 Concept Development Plan

§ 157.708 CONCEPT DEVELOPMENT PLAN.

The plan to be submitted with a rezoning petition shall indicate general land use types, approximate locations, and arrangements of buildings, structures, and facilities and general open space, parking, access, and traffic patterns, and shall be regarded as a concept plan only, with more specific development plans to be reviewed by the city at a later date as part of its site plan design review, conditional use approval, and building permit issuance process. The information shown on the concept plan may vary in detail depending on the scale of project. Small scale projects shall be more detailed than large scale projects, which may be described in broad general terms in plan and/or narrative form.

(Prior Code, § 52.08) (Ord. 2-92, passed - -1992)

§ 157.709 CONCEPT DEVELOPMENT PLAN ATTACHED TO REZONING.

At the time of rezoning approval by the City Council, the concept development plan is also approved and becomes attached to the rezoning and the rezoned land. The petitioner/owner, and any assigns or successors in interest, becomes committed to develop only in accordance with the proposals outlined in the plan, and any materially-different concept, use, building arrangement, and the like will not be approved, nor will building permits be issued, by the city until and unless such plan is amended by the City Council after recommendations of the Planning Commission and after public hearing, as per the procedure followed for original approval. If the city denies such changes or amendments, and/or the concept plan is abandoned, the city may institute steps to revert the zoning to its former or other appropriate zone as herein outlined.

Findings: The applicant has submitted a concept plan as required by this ordinance. The concept plan shows the basic layout. As noted above, the concept plan generally complies with West Haven standards, but a full site plan review has not occurred, and changes may be anticipated. Approval of the rezone should also include approval of the Concept Plan.

§157.715 City Zoning Alternative Actions

The zoning code also provides the City Council with discretion within the following parameters defined below. Note again that staff do not provide commentary on each factor of consideration in the code below; findings are provided only for those considerations found to be immediately relevant to the proposal.

(A) In all rezoning petition considerations, the City Council, after considering the recommendations of the Planning Commission and after holding the required public hearing(s), may take any of the following final alternative actions:

(1) (a) Where a concept development plan is required as provided for in this subchapter, the City Council may approve rezoning and concurrently approve a concept plan for the development of the petitioned for property, in whole or in part, with or without changes or conditions, and adopt an ordinance rezoning the property, or the city may, by motion, grant conditional zoning approval, with the rezoning to become effective by passage of an ordinance at a future date when more detailed development plans and/or other information have been approved by the city;

(b) The action of division (A)(1) above represents a zoning commitment by the city with fulfillment based upon a petitioner's future, more complete proposals for development;

(c) Conditional zoning approval shall be valid for a period of one year or such other time period as set by the City Council. Upon the expiration of such period of time, the City Council, after due consideration of additional material submitted, shall either grant an extension of time or rescind its conditional approval and deny the rezoning petition;

(2) The City Council may grant or deny a rezoning petition outright in whole or in part. They may require the petitioner to execute a development agreement with the city where they deem it appropriate and necessary; and

(3) The City Council may rezone, or agree to rezone, the subject land to any other zone or zones deemed more appropriate when considering the master plan, citizen's comments, and other factors, and which may allow some, or all, of the petitioner's requested uses.

Findings: The applicant has provided a concept plan, which the City may consider a zoning approval with conditions or require a development agreement. This may be an option if the City wants to consider the zone change but limit C-2 zoning's potential impact. This could take two paths.

Conditional Zoning. The code allows, "the city may, by motion, grant conditional zoning approval, with the rezoning to become effective by passage of an ordinance at a future date when more detailed development plans and/or other information have been approved by the city" which "represents a zoning commitment by the City with fulfillment based upon a petitioner's future, more complete proposals for development". This conditional zoning is valid for a period of one year, unless otherwise determined by the City Council. This would require the applicant to submit a more detailed site plan to satisfy the zone-change condition, which the City Council would need to review and approve.

Development Agreement. The City could require the developer to enter into a development agreement with the City that sets out the terms of approval. This would limit uses on the property according to terms agreed upon by the City and the applicant.

Approval Outright. If the City determines that the rezone is "in the best interests of the general public," it may approve the zoning amendment without conditions, even if the request does not comply with the General Plan map (See Section B below).

The Planning Commission could recommend one of these paths, with specific conditions.

(B) The City Council, upon its own initiative and after receiving the recommendation of the Planning Commission, may zone or rezone land:

(1) Where it is determined to be in the best interests of the general public;

(2) As a result of amendments to the county master plan, in order to achieve consistency; or

(3) Where changed conditions, public attitudes, or lifestyles so indicate a need.

III. PLANNING COMMISSION RECOMMENDATIONS

The Planning Commission posted the required notice and held a public hearing on October 28, 2026, during which the property owner provided one comment. The Planning Commission discussed the merits of the application, including the concerns about the possible impact of the C-2 zone and deviation from the General Plan, and the benefits of the proposed use to the community.

After discussion, the Planning Commission felt that the best route to move forward would be to deny the rezone and encourage the City to enter into a master development agreement with

the applicant to address their concerns about building height. The Planning Commission recommended that the City Council deny the rezone but enter discussions with the applicant to create a master development agreement that allows the property owner's requested increase in building height (5-1). (Staff was unable to capture the verbatim motion at the meeting for this report)

IV. POSSIBLE MOTION

A**pproval:** Motion to approve Ordinance No. XX-2026; an Ordinance of the City of West Haven, Utah, Rezoning Certain Property Within the City From C-1 to C-2, Amending the Zoning Map of the City; and Approving the Provided Concept Plan; and Providing for an Effective Date, finding that it is in the public interest and welfare and is compatible with surrounding land uses**.**

[List any other recommendations or findings]

Approval with conditions: Motion to grant conditional approval of Ordinance No. XX-2026; an Ordinance of the City of West Haven, Utah, Rezoning Certain Property Within the City From C-1 to C-2, Amending the Zoning Map of the City; and Approving the Provided Concept Plan; and Providing for an Effective Date; The City Recorder is instructed not to publish this Ordinance until the Director of Community Development and the City Attorney have each certified in writing that a preliminary site plan has been applied for and approved to develop the property subject to this Ordinance in compliance with the plans and conditions reviewed by the City Council as part of its adoption of this Ordinance on November 4, 2026. If the required written certifications have not been obtained on or before November 4, 2027, the City Recorder shall not publish this Ordinance, and the Ordinance shall become null, void, and of no legal or binding effect, in accordance with §157.715 when the following conditions of approval are applied:

Possible Conditions

- The applicant provides a full preliminary site plan application, including site map and architectural renderings.
- The use shall be confined to a medical clinic
- [List Any Other Conditions]

Recommend denial: Motion to deny Ordinance No. XX-2026; an Ordinance of the City of West Haven, Utah, Rezoning Certain Property Within the City From C-1 to C-2, Amending the Zoning Map of the City; and Approving the Provided Concept Plan; and Providing for an Effective Date

[List considerations for denial or findings, including doesn't comply with the General Plan Map, impact to the surrounding property, etc.]

Table Application for Further Consideration: Motion to table Ordinance No. XX-2026; an Ordinance of the City of West Haven, Utah, Rezoning Certain Property Within the City From C-1 to C-2, Amending the Zoning Map of the City; and Approving the Provided Concept Plan; and Providing for an Effective Date

[List reasons for tabling the item]

West Haven Licensing and Permitting

Printed: 10/22/2026

3535 West 2550 South

10/02/2026 - 10/01/2027

Zoning Map Amendment

General

Permit/License #
0213370

Reference Number
81e10450-bd10-11f1-a774-cd552a93a5d9

Application Status
Under Review

Status
Active

Application Review Status

Pre-Review	Complete	Date Submitted
This application has been accepted for further review.		09/30/2026
Planning Commission	Not Reviewed	
City Council	Not Reviewed	
Final-Review	Not Reviewed	

Fees

Commercial Zone Amendment Fee 3	$200.42
Subtotal	**$200.42**
Processing Fee	**$7.01**
Total	**$207.43**
Amount Paid	**$207.43**
Total Due	**$0.00**

Payments

10/02/2026	Online	$200.42
Total Paid		**$207.43**

Application Form Data

(Empty fields are not included)

Planning Commission Date
10/28/2026

First Name
Pascal

Last Name
Meyer

Phone
[redacted]

Email
[redacted]

Address
9133 South Monroe Plaza Way

City
SANDY

State
UT

Zip Code
84070-4613

Is the applicant different from the property owner?
Yes

First Name
Kevin

Last Name
Porter

Owner Phone
[redacted]

Owner Email
[redacted]

Address
1378 E 6000 S

City
South Ogden

State
UT

Zip Code
84405

Upload Owner Authorization Form
Ogden Clinic West Haven - Owner - Agent Affidavit (signed).pdf

Property Address

3535 West 2550 South

Parcel Number(s)

150880019, 150880037, 150880038, 150880050

Total No. of Acres

5.042

Current Zoning (select all that apply)

C-1

Proposed Zoning (select all that apply)

C-2

Describe Project and Requested Use

The proposed project consists of approximately 60,000 square feet of professional medical clinic space on an undeveloped 5.042 site in phases as shown on the provided concept site plan.

Concept Plan: Reguired for all multi-family, mixed use, commercial, and industrial zone change applications

Ogden Clinic West Haven - Proposed Site Plan (9-30-26).pdf

Signature

I agree that the facts stated in this application are true, and upon changes I will provide notification as needed.

Please be aware of scammers requesting payments outside of the system. All payments for this application will either be made within your applicant portal, or in the West Haven Offices. Please check in with staff if you receive any other requests for money transfers.

Electronically Signed

Pascal P. Meyer - 09/30/2026 2:50 pm

ORDINANCE NO. 20-2026

AN ORDINANCE OF THE CITY OF WEST HAVEN, UTAH, REZONING CERTAIN PROPERTY WITHIN THE CITY FROM C-1 TO C-2, AMENDING THE ZONING MAP OF THE CITY; AND APPROVING THE PROVIDED CONCEPT PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.

Section 1 - Recitals:

WHEREAS, 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 UCA § 10-3-707, the governing body of the City may revise, codify, and compile from time to time and to publish in book, pamphlet, or loose leaf form all ordinances of the municipality of a general and permanent character and to make such changes, alterations, modifications, additions, and substitutions as it may deem best; and,

WHEREAS, the City Council finds that the Planning Commission has caused to be prepared and has recommended to the City Council a proposed zoning ordinance and general plan; and,

WHEREAS, the City Council finds that the full text of the zoning ordinance and its associated and related maps, representing the Planning Commission's recommendations for zoning all or any part of the area within the municipality, have been subjected to the required public hearing before its adoption; and,

WHEREAS, the City Council may lawfully adopt the zoning ordinance as proposed and with all later amendments thereto; and,

WHEREAS, the City Council finds that Utah Code ("UC") §10-20-505 provides that the legislative body may amend the number, shape, boundaries, or area of any zoning district; any regulation of or within the zoning district; or any other provision of the zoning ordinance; and,

WHEREAS, the City Council may make no amendment to the City's zoning ordinance or zoning maps unless the amendment was proposed by the Planning Commission or is first submitted to the Planning Commission for its recommended approval or disapproval; and,

WHEREAS, upon petition to the West Haven City, the Planning Commission held a public hearing on October 28, 2026, and made a recommendation of denial; and

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WHEREAS, the City Council determines it to be in the best interest of the City to change the existing zone of particular properties from C-1 to C-2 under the Ordinances of the City; and

WHEREAS, the City Council finds that C-2 is appropriate when considering the General Plan, citizens' comments, the surrounding development and land uses, and other factors (*§157.715 (A)(3));* and

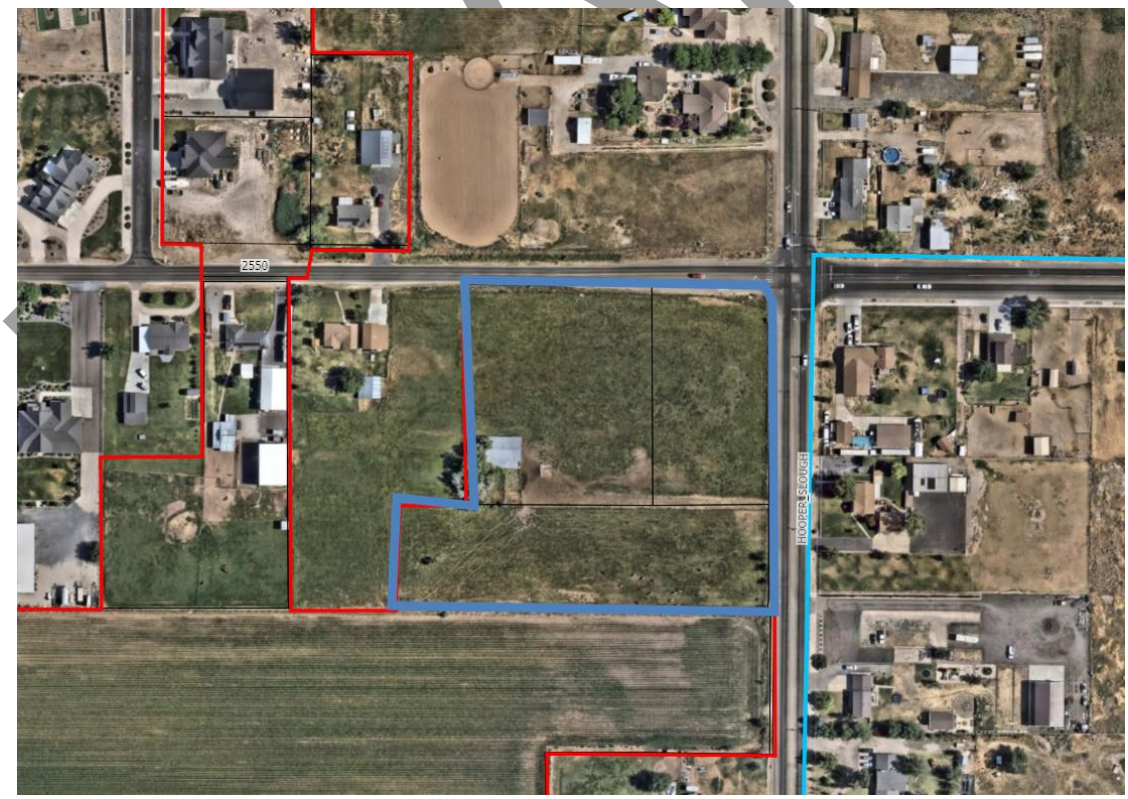
WHEREAS, the City Council finds that the public convenience and necessity, public safety, health, and welfare are at issue and require action by the City as noted above;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF WEST HAVEN, UTAH, that the City Zoning Ordinance is changed and amended as follows:

Zoning Changes:

1. These described lands and premises within the boundaries of the City are re-zoned from **C-1 to C-2,** and the Zoning Map is amended as such.

Map of requested rezone area and parcels



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Owners: OGDEN CLINIC PROFESSIONAL CORPORATION
Parcel #150880019

Total Acreage Approx: 2.29 Acres

LEGAL DESCRIPTION: A PART OF THE NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 6NORTH, RANGE 2 WEST, SALT LAKE BASE & MERIDIAN, U.S. SURVEY:BEGINNING AT A POINT WEST ALONG THE SECTION LINE ANDCENTERLINE OF 2550 SOUTH STREET 183.00 FEET FROM THE NORTHEASTCORNER OF SAID NORTHEAST QUARTER SECTION 33; AND RUNNINGTHENCE SOUTH 340.00 FEET; THENCE WEST 300.00 FEET; THENCENORTH 340.00 TO SECTION LINE; THENCE EAST 300.00 FEET TO THEPOINT OF BEGINNING. EXCEPTING THE NORTH 33.00 FEET THEREOF LYING IN THE ROAD. CONTAINING 2.34 ACRES. LESS & EXCEPTING:PARCEL OF LAND IN FEE, BEING PART OF ANENTIRE TRACT OF LAND, SITUATE IN THE NORTHEAST QUARTER OFSECTION 33, TOWNSHIP 6 NORTH, RANGE 2 WEST, SALT LAKE BASE ANDMERIDIAN, INCIDENT TO THE CONSTRUCTION OF 2550 SOUTH STREET,WEBER COUNTY, STATE OF UTAH ALSO KNOWN AS PROJECT NO.LG_WC_2550S_WFRC-51. THE BOUNDARIES OF SAID PARCEL OF LAND AREDESCRIBED AS FOLLOWS: BEGINNING AT THE INTERSECTION OF ANEASTERLY LINE OF THE GRANTOR'S PROPERTY AND THE SOUTHERLYRIGHT OF WAY LINE OF 2550 SOUTH STREET, SAID POINT BEING 62.05FEET NORTH 89D07'42" WEST ALONG THE NORTH LINE OF SAIDSECTION, AND 33.00 FEET SOUTH FROM THE NORTHEAST CORNER OFSAID SECTION 33; AND RUNNING THENCE SOUTH 00D52'12" WEST 7.00FEET ALONG SAID EASTERLY LINE TO A POINT 40 FEETPERPENDICULARLY DISTANT SOUTHERLY OF THE NORTH LINE OF SAIDSECTION 33; THENCE NORTH 89D07'42" WEST PARALLEL TO SAID NORTHLINE 421.49 FEET TO THE WESTERLY LINE OF THE GRANTOR'SPROPERTY; THENCE NORTH 00D55'31" EAST 7.00 FEET ALONG SAIDWESTERLY LINE TO THE SOUTHERLY RIGHT OF WAY LINE OF 2550 SOUTHSTREET BEING 33.00 FEET PERPENDICULARLY DISTANT SOUTHERLY OFTHE NORTH LINE OF SAID SECTION; THENCE SOUTH 89D07'42" EAST421.49 FEET PARALLEL TO SAID NORTH LINE TO THE POINT OFBEGINNING. TOGETHER WITH ANY PORTION OF THE GRANTOR'S PROPERTY LYINGWITHIN 2550 SOUTH STREET, WITHIN 33 FEET OF THE NORTH LINE OFSAID SECTION. THE ABOVE DESCRIBED PARCEL OF LAND CONTAINS2,952 SQUARE FEET OR 0.068 ACRES. (E# 3315435) [NOTE: BECAUSE THE DESCRIPTION OF RECORD DID NOT CONTAINAN AREA FOR THIS PARCEL THE AREA FOR THIS PARCEL WASCALCULATED BY THE RECORDERS OFFICE FOR TAX PURPOSES.]

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Owners: OGDEN CLINIC PROFESSIONAL CORPORATION
Parcel #150880038

Total Acreage Approx: 1.35 Acres

LEGAL DESCRIPTION: PART OF THE NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 6 NORTH,RANGE 2 WEST, SALT LAKE BASE & MERIDIAN, U.S. SURVEY:BEGINNING AT THE NORTHEAST CORNER OF SAID QUARTER SECTION,RUNNING THENCE WEST 183 FEET, THENCE SOUTH 340 FEET, THENCEEAST 183 FEET, THENCE NORTH 340 FEET TO POINT OF BEGINNING.CONTAINING 1.42 ACRES MORE OR LESS. EXCEPTING THEREFROM PORTIONS WITHIN THE BOUNDARIES OF THECOUNTY ROAD ON THE EAST AND NORTH. ALSO EXCEPTING: A PARCEL OF LAND IN FEE FOR THE WIDENINGOF EXISTING WEBER COUNTY 3500 WEST STREET BEING PART OF ANANTIRE TRACT SITUATE IN THE NORTHEAST 1/4 NORTHEAST 1/4 OFSECTION 33, TOWNSHIP 6 NORTH, RANGE 2 WEST SALT LAKE BASE &MERIDIAN, THE BOUNDARIES OF SAID PARCELS OF LAND ARE DESCRIBEDAS FOLLOWS: BEGINNING AT THE INTERSECTION OF THE EXISTINGWESTERLY RIGHT OF WAY LINE OF SAID 3500 WEST STREET AND THEEXISTING SOUTHERLY RIGHT OF WAY LINE OF 2550 SOUTH STREET,WHICH POINT IS 33.00 FEET SOUTH ALONG THE SECTION LINE AND33.00 FEET WEST FROM THE NORTHEAST CORNER OF SAID SECTION 33AND RUNNING THENCE SOUTH 457.00 FEET ALONG SAID EXISTINGWESTERLY RIGHT OF WAY LINE TO THE SOUTHERLY BOUNDARY LINE OFSAID ENTIRE TRACT THENCE WEST 7.00 FEET ALONG SAID SOUTHERLYBOUNDARY LINE TO A POINT 40.00 FEET PERPENDIUCLARLY DISTANTWESTERLY FROM THE RIGHT OF WAY CONTROL OF SAID 3500 WESTSTREET, OPPOSITE APPROXIMATE ENGINEERS STATION 84+72.88 THENCENORTH 433.45 FEET PARALLEL WITH SAID RIGHT OF WAY CONTROL LINETO THE POINT OF TANGENCY OF A CURVE TO THE LEFT WITH A RADIUSOF 16.50 FEET, THENCE NORTHEWESTERLY ALONG THE ARC OF SAIDCURVE 25.93 FEET, CHORD BEARS NORTH 45D01'28" WEST 23.34 FEETTHENCE SOUTH 89D57'25" WEST 5.00 FEET, THENCE NORTH 00D02'56"WEST 7.05 FEET TO SAID EXISTING SOUTHERLY RIGHT OF WAY LINETHENCE EAST 28.52 FEET ALONG SAID EXISTING SOUTHERLY RIGHT OFWAY LINE TO THE POINT OF BEGINNING. THE ABOVE DESCRIBED PARCELCONTAINS 3410 SQUARE FEET IN AREA OR 0.078 ACRE. (NOTE: ROTATEABOVE BEARINGS 0D55'08" CLOCKWISE TO EQUAL PROJECT BEARINGS)(E# 2742065) LESS & EXCEPTING: PARCEL OF LAND IN FEE, BEING

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PART OF ANENTIRE TRACT OF LAND, SITUATE IN THE NORTHEAST QUARTER OFSECTION 33, TOWNSHIP 6 NORTH, RANGE 2 WEST, SALT LAKE BASE ANDMERIDIAN, INCIDENT TO THE CONSTRUCTION OF 2550 SOUTH STREET,WEBER COUNTY, STATE OF UTAH ALSO KNOWN AS PROJECT NO.LG_WC_2550S_WFRC-51. THE BOUNDARIES OF SAID PARCEL OF LAND AREDESCRIBED AS FOLLOWS: BEGINNING AT THE INTERSECTION OF ANEASTERLY LINE OF THE GRANTOR'S PROPERTY AND THE SOUTHERLYRIGHT OF WAY LINE OF 2550 SOUTH STREET, SAID POINT BEING 62.05FEET NORTH 89D07'42" WEST ALONG THE NORTH LINE OF SAIDSECTION, AND 33.00 FEET SOUTH FROM THE NORTHEAST CORNER OFSAID SECTION 33; AND RUNNING THENCE SOUTH 00D52'12" WEST 7.00FEET ALONG SAID EASTERLY LINE TO A POINT 40 FEETPERPENDICULARLY DISTANT SOUTHERLY OF THE NORTH LINE OF SAIDSECTION 33; THENCE NORTH 89D07'42" WEST PARALLEL TO SAID NORTHLINE 421.49 FEET TO THE WESTERLY LINE OF THE GRANTOR'SPROPERTY; THENCE NORTH 00D55'31" EAST 7.00 FEET ALONG SAIDWESTERLY LINE TO THE SOUTHERLY RIGHT OF WAY LINE OF 2550 SOUTHSTREET BEING 33.00 FEET PERPENDICULARLY DISTANT SOUTHERLY OFTHE NORTH LINE OF SAID SECTION; THENCE SOUTH 89D07'42" EAST421.49 FEET PARALLEL TO SAID NORTH LINE TO THE POINT OFBEGINNING. TOGETHER WITH ANY PORTION OF THE GRANTOR'S PROPERTY LYINGWITHIN 2550 SOUTH STREET, WITHIN 33 FEET OF THE NORTH LINE OFSAID SECTION. THE ABOVE DESCRIBED PARCEL OF LAND CONTAINS2,952 SQUARE FEET OR 0.068 ACRES. (E# 3315435) [NOTE: BECAUSE THE DESCRIPTION OF RECORD DID NOT CONTAINAN AREA FOR THIS PARCEL THE AREA FOR THIS PARCEL WASCALCULATED BY THE RECORDERS OFFICE FOR TAX PURPOSES.]

Owners: OGDEN CLINIC PROFESSIONAL CORPORATION
Parcel #150880037

Total Acreage Approx: 1.98 Acres

LEGAL DESCRIPTION: PART OF THE NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 6 NORTH,RANGE 2 WEST, SALT LAKE MERIDIAN, U.S. SURVEY: BEGINNING AT APOINT SOUTH ALONG THE SECTION LINE 340 FEET FROM THE NORTHEASTCORNER OF SAID SECTION 33 AND RUNNING THENCE SOUTH ALONG SAIDLINE 150 FEET; THENCE WEST 580.80 FEET; THENCE NORTH 150.00FEET; THENCE EAST 580.80 FEET TO THE POINT OF BEGINNING. EXCEPTING THE EAST 33 FEET THEREOF LYING IN THE ROAD.CONTAINING

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2.0 ACRES. ALSO EXCEPTING: A PARCEL OF LAND IN FEE FOR THE WIDENINGOF EXISTING WEBER COUNTY 3500 WEST STREET BEING PART OF ANENTIRE TRACT SITUATE IN THE NORTHEAST 1/4 NORTHEAST 1/4 OFSECTION 33, TOWNSHIP 6 NORTH, RANGE 2 WEST SALT LAKE BASE &MERIDIAN, THE BOUNDARIES OF SAID PARCELS OF LAND ARE DESCRIBEDAS FOLLOWS: BEGINNING AT THE INTERSECTION OF THE EXISTINGWESTERLY RIGHT OF WAY LINE OF SAID 3500 WEST STREET AND THEEXISTING SOUTHERLY RIGHT OF WAY LINE OF 2550 SOUTH STREET,WHICH POINT IS 33.00 FEET SOUTH ALONG THE SECTION LINE AND33.00 FEET WEST FROM THE NORTHEAST CORNER OF SAID SECTION 33AND RUNNING THENCE SOUTH 457.00 FEET ALONG SAID EXISTINGWESTERLY RIGHT OF WAY LINE TO THE SOUTHERLY BOUNDARY LINE OFSAID ENTIRE TRACT THENCE WEST 7.00 FEET ALONG SAID SOUTHERLYBOUNDARY LINE TO A POINT 40.00 FEET PERPENDIUCLARLY DISTANTWESTERLY FROM THE RIGHT OF WAY CONTROL OF SAID 3500 WESTSTREET, OPPOSITE APPROXIMATE ENGINEERS STATION 84+72.88 THENCENORTH 433.45 FEET PARALLEL WITH SAID RIGHT OF WAY CONTROL LINETO THE POINT OF TANGENCY OF A CURVE TO THE LEFT WITH A RADIUSOF 16.50 FEET, THENCE NORTHWESTERLY ALONG THE ARC OF SAIDCURVE 25.93 FEET, CHORD BEARS NORTH 45D01'28" WEST 23.34 FEETTHENCE SOUTH 89D57'25" WEST 5.00 FEET, THENCE NORTH 00D02'56"WEST 7.05 FEET TO SAID EXISTING SOUTHERLY RIGHT OF WAY LINETHENCE EAST 28.52 FEET ALONG SAID EXISTING SOUTHERLY RIGHT OFWAY LINE TO THE POINT OF BEGINNING. THE ABOVE DESCRIBED PARCELCONTAINS 3410 SQUARE FEET IN AREA OR 0.078 ACRE. (NOTE: ROTATEABOVE BEARINGS 0D55'08" CLOCKWISE TO EQUAL PROJECT BEARINGS)(E# 2742065) [NOTE: BECAUSE THE DESCRIPTION OF RECORD DID NOT CONTAINAN AREA FOR THIS PARCEL THE AREA FOR THIS PARCEL WASCALCULATED BY THE RECORDERS OFFICE FOR TAX PURPOSES.]

Owners: OGDEN CLINIC PROFESSIONAL CORPORATION
Parcel #150880050

Total Acreage Approx: 0.07 Acres

LEGAL DESCRIPTION: PART OF NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 6 NORTH,RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY:BEGINNING AT A POINT SOUTH ALONG THE SECTION LINE 490 FEETFROM THE NORTHEAST CORNER OF SAID SECTION 33, SAID POINT BEINGTHE SOUTHEAST CORNER OF PARCEL 15-088-0037; AND RUNNING THENCESOUTH 5 FEET TO THE NORTHEAST CORNER OF PARCEL 15-088-

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0036;THENCE ALONG THE NORTHERLY LINE OF SAID PARCEL 15-088-0035,THENCE WEST 580.85 FEET; THENCE NORTH 5 FEET TO THE SOUTHWESTCORNER OF PARCEL 15-088-0037; THENCE EAST 580.80 FEET THE THEPOINT OF BEGINNING. LESS AND EXCEPTING: THEREFROM THAT PORTION WITHIN 3500WEST STREET. E# 3056598 [NOTE: BECAUSE THE DESCRIPTION OF RECORD DID NOT CONTAINAN AREA FOR THIS PARCEL THE AREA FOR THIS PARCEL WASCALCULATED BY THE RECORDERS OFFICE FOR TAX PURPOSES.]

2. The proposed concept plan has been adopted as part of this rezone petition in accordance with **§ 157.709.** Before any development occurs, the property owner must submit a complete site plan that complies with West Haven standards. Development of the site shall materially follow the proposals outlined in the adopted plan.

Section 2 - Repealer of Conflicting Enactments:

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

Section 3 - Prior Ordinances and Resolutions:

The body and substance of all prior Ordinances and Resolutions, with their specific provisions, where otherwise not in conflict with this Ordinance, are reaffirmed and readopted.

Section 4 - Savings Clause:

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

Section 5 - Date of Effect

BE IT FURTHER ORDAINED this Ordinance will become effective on the day fourth day of November 2026 and after publication or posting as required by law.

DATED 4th day of November 2026.

WEST HAVEN, a municipal corporation

DRAFT

by: _____
Mayor Rob Vanderwood

Attested and recorded

_____
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 _____

DRAFT

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. 20-2026, entitled **"AN ORDINANCE OF THE CITY OF WEST HAVEN, UTAH REZONING CERTAIN PROPERTY WITHIN THE CITY FROM C-1 TO C-2, AMENDING THE ZONING MAP OF THE CITY; AND PROVIDING FOR AN EFFECTIVE DATE."** adopted and passed by the City Council of West Haven, Utah, at a regular meeting thereof on November 4, 2026 which appears of record in my office, with the date of posting or publication being November 4, 2026.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this 4th day of **November** 2026.

_____
Emily Green
City Recorder

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ATTACHMENT A
CONCEPT PLAN

DRAFT

© CARPENTER STRINGHAM ARCHITECTS, LLC 2026

SITE PHASING LEGEND

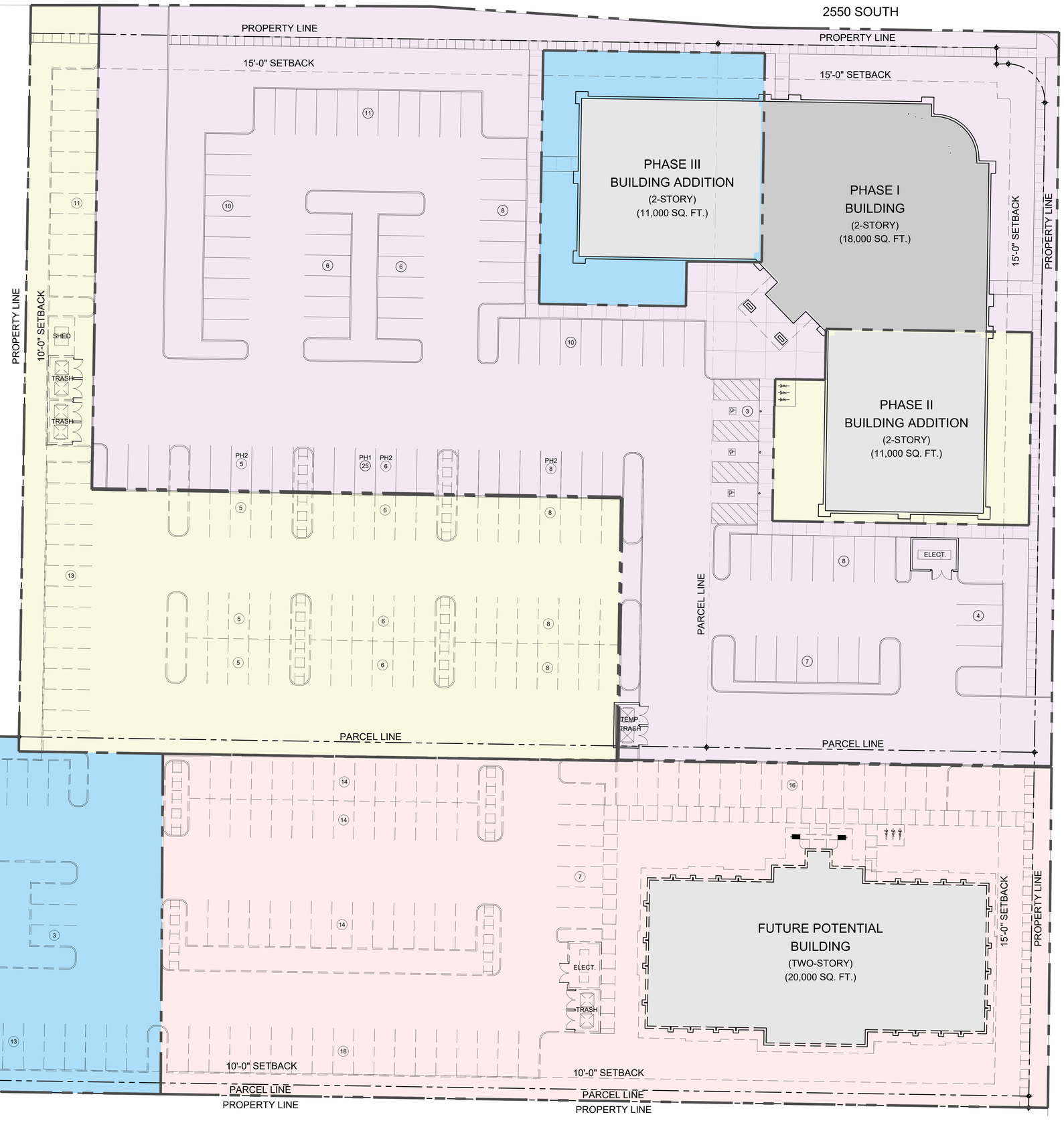
PHASE 1
DEVELOPED AREA: 1.91 ACRES (83,230 SQ. FT.)
BUILDING AREA: 18,000 SQ. FT. | R.O.W. AREA: 6,660 SQ. FT.
PARKING: 98 STALLS (5.4 PER 1,000 SQ. FT.)

PHASE 2
DEVELOPED AREA: 2.95 ACRES (128,540 SQ. FT.)
BUILDING AREA: 29,000 SQ. FT. | R.O.W. AREA: 7,030 SQ. FT.
PARKING: 173 STALLS (5.9 PER 1,000 SQ. FT.)

PHASE 3
DEVELOPED AREA: 3.75 ACRES (163,211 SQ. FT.)
BUILDING AREA: 40,000 SQ. FT. | R.O.W. AREA: 7,030 SQ. FT.
PARKING: 208 STALLS (5.2 PER 1,000 SQ. FT.)

PHASE 4 (POTENTIALLY SOLD)
DEVELOPED AREA: 1.29 ACRES (56,236 SQ. FT.)
BUILDING AREA: 20,000 SQ. FT. | R.O.W. AREA: 1,200 SQ. FT.
PARKING: 83 STALLS (4.2 PER 1,000 SQ. FT.)

NOTE: FIGURES FOR PHASES 1-3 ARE RUNNING TOTALS



A ARCHITECTURAL SITE PLAN - PHASED PLAN

SCALE: NOT TO SCALE

NORTH

CARPENTER STRINGHAM ARCHITECTS LLC
ARCHITECTURE PLANNING INTERIORS
9133 S MONROE PLAZA WAY SUITE D
SANDY UT 84070
TEL: 801.890.1092
www.carpenterstringham.com

A NEW MEDICAL CLINIC FOR:

OGDEN CLINIC
WEST HAVEN
3535 WEST 2550 SOUTH WEST HAVEN, UTAH 84401

SHEET TITLE
Site Plan

REVISIONS

PROJECT:	26-004.01
DATE:	September 2026
SCALE:	As Shown
DRAWN BY:	sj
CHECKED:	ppm

SHEET
A001

Z:\Projects\26-004.01 Ogden Clinic - West Haven\CD\sA001.dwg, September 15, 2026 - 5:06 PM

City Council
Staff Review Memo

November 4, 2026

Stephen Nelson, Community Development Director

ADU STANDARDS UPDATE

Proposal:	Discussion ADU Standards
Ordinance Section:	§ 157.455-§ 157-480, § 150.02, and § 151.20
Applicant:	The West Haven City Planning Commission, Development Review Committee and City Attorney
Decision Type:	Legislative
Staff Recommendation:	Discussion

I. BACKGROUND

West Haven City has a code section that allows for detached, attached, and internal accessory dwelling units (ADUs) to be constructed and occupied. West Haven has created this ordinance for a few reasons, as stated within the ADU ordinance:

> **§ 157.456 PURPOSE AND INTENT:**
> (A) The purpose and intent of this subchapter is to recognize the residential character of the city and to provide for supplementary living accommodations in the community, as well as provide for supplementary income opportunities of property owners.
> (B) These provisions are intended to provide for affordable housing with reasonable limitations to minimize the impact on neighboring properties and neighborhoods, and to promote the health, safety, and welfare of the property owners and residents of accessory dwelling units.

In recent years, the Utah Code has been updated to encourage, and then require, municipalities to allow ADUs to support larger housing goals and create additional housing options within each community. Other organizations, including Habitat for Humanity and AARP, have embraced and advocated for allowing ADUs. In many cases, ADUs help family members and loved ones obtain housing in a limited market. The city has embraced ADUs and has included them in the original Moderate Income Housing Plan, and in the latest version (Resolution No. 13-2024), selected the strategy to "eliminate impact fees for any accessory dwelling unit." This strategy has been implemented within City code and can be found in various sections of West Haven's Impact Fee Ordinance (§ 33.020-§ 33.035).

West Haven staff, based on a Planning Commission recommendation and an update to state code, proposes a few changes to the ADU Ordinance and supporting code sections. State law recently changed, requiring qualifying cities to allow both internal and detached ADUs and setting standards West Haven must follow. You can read the state code at the links below.

10-21-303 Internal Accessory Dwelling Units
10-21-304 Detached Accessory Dwelling Units

West Haven code is largely compliant but needs a couple of updates to be fully compliant with state law, including:

- Update to the City's parking requirements for ADUs. This change is from bedrooms to square footage.
- Provide a process for conversions of existing buildings to detached ADUs

The Planning Commission has also requested that the City remove the CUP process for obtaining an ADU permit for detached ADUs larger than 1,200 sq. ft. or with reduced setbacks. This requirement has created a loophole in the ordinance that allows increasingly larger buildings. Staff has removed that section from the draft ordinance. As the Planning Commission and staff have worked through the ordinance together, we have identified several other recommended updates. The following section summarizes those changes.

II. OTHER NEW UPDATES

The following is a summary of the changes within the proposed ordinance.

- **§ 157.465 PURPOSE AND INTENT.** Added Moderate-income housing language into the draft.
- **§ 157.46 APPEARANCE.** Added clarification on how a detached ADU must be compatible with a primary dwelling, including that a unit must meet three of five criteria.
- **§ 157.463 SIZE.** Changed the maximum size from 1,200 sq. ft. to 1,400 sq. ft. Clarified that any addition to a single-family home for an ADU shall comply with underlying zoning standards. See state code **10-21-303(1)(b).**
- **§ 157.467 PARKING.** Provided a description of what tandem parking is. Clarified that two spaces are required when the detached ADU is 650 sq. ft. or larger, and a single parking space is required for all other ADUs. See state code **10-21-303(3)(C)(i)** and **10-21-304(3)(b-c)**
- **§ 157.469 BUILDING CODE.** Added a section stating that buildings shall comply with the West Haven Nonconforming Building and Use Code
- **§ 157.472 NOT INTENDED FOR SALE.** Changed the language as recommended by the Planning Commission and City Attorney.
- **§ 157.473 ACCESSORY DWELLING UNIT PERMIT and § 150.02 LAND USE AUTHORITY.** Clarified that the Community Development Director would be the land use authority for ADU permits.

- **§ 157.474 FAILURE TO COMPLETE AND OBTAIN A LAND USE PERMIT.** Added a section requiring any new ADU construction to obtain a building permit.
- **§ 157.477 MANUFACTURED HOUSE, MOBILE HOME, AND MOTOR HOMES.** Added a sentence allowing per-sectionalized and prefabricated units for detached ADUs if they are placed on a permanent foundation, meet building code, and comply with the standards within that chapter.
- **§ 157.479 USE REGULATIONS.** Removed this section completely since it repeated standards found within this and other sections.
- **§ 151.20 PENALTIES AND FINES FOR NON-COMPLIANCE.** Proposed draft language regarding consequences for construction without a building permit. This section would be placed in the same section of City code that has adopted the building code.

III. PLANNING COMMISSION RECOMMENDED ACTION

The Planning Commission held several workshops and sessions discussing the proposed changes to the ADU ordinance. After discussion and debate, the body developed the proposal for City Council. The Planning Commission held the required public hearing on October 28, 2026, and received no comments. At that meeting, the Planning Commission recommended approval (5-1).

Staff, including the City Attorney, also reviewed the proposal and found that it meets the standards set out in state code, supports goals in West Haven's current Moderate Income Housing Plan, and recommends approval.

IV. POSSIBLE MOTION

Recommend approval: Motion to recommend to the City Council the approval of the proposed changes to the following sections of code § 157.455- § 157-480, § 151.20, and § 150.02, find that the changes comply with recent changes in state legislation, and that these changes help support the creation of moderate-income housing and additional housing units within the City, and provide clarification of city standards for the construction and creation of accessory dwelling units.

[List any other recommendations or findings]

Recommend approval with conditions: Motion to recommend to the City Council the approval of the proposed changes to the following sections of code § 157.455- § 157-480, § 151.20, and § 150.02, find that the changes comply with recent changes in state legislation, and that these changes help support the creation of moderate-income housing and additional housing units within the City, and provide clarification of city standards for the construction and creation of accessory dwelling units, when the following conditions of approval are applied:

[List any conditions, recommendations, or findings]

Recommend denial: Motion to recommend to the City Council denial of the proposed changes to the following sections of code § 157.455- § 157-480, § 151.20, and § 150.02.

[List considerations for denial or findings]

Table Application for Further Consideration: Motion to table the proposed changes to the following sections of code § 157.455- § 157-480, § 151.20, and § 150.02.

[List reasons for tabling the item]

ORDINANCE NO. 21-2026

AN ORDINANCE OF WEST HAVEN CITY AMENDING TITLE XV LAND USAGE § 150.02 LAND USE AUTHORITY, § 157.455-§ 157-480 ACCESSORY DWELLING UNIT (ADU), AND CREATION OF § 151.20 PENALTIES AND FINES FOR NONCOMPLIANCE, AND THE RENUMBERING OF THE SECTIONS AS SUCH

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 a Moderate Income Housing Plan with additional amendments, in which Accessory Dwelling Units have been included within the strategies of the City to support housing needs; and

WHEREAS, the City Council finds that certain changes to the West Haven City Code found in 150.02 Land Use Authority, § 157.455-§ 157-480 Accessory Dwelling Unit (ADU), and creation of § 151.20 Penalties and Fines for Noncompliance should be made; and

WHEREAS, the City seeks to simplify and clarify ADU standards to ensure even and fair enforcement and to enhance better understanding among its residents; and

WHEREAS, Utah recently made changes to state statutes governing both internal and detached accessory dwelling units, and the City is seeking to ensure full compliance with state code; and

WHEREAS, the Planning Commission has held several public workshops discussing the merits of the changes within the proposed ordinance and then held a public hearing and made a positive recommendation of the proposed changes on October 28, 2026; and

WHEREAS, the City Council finds that the public convenience and necessity, public safety, health, and welfare is at issue in this matter and require 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:

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a. Title XV Land Use 150.02 Land Use Authority, § 157.455-§ 157-480 Accessory Dwelling Unit (ADU), and Creation of § 151.20 Penalties and Fines for Noncompliance, and the renumbering of the sections as such, as shown in red, as seen on EXHIBT "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 4th day of November 2026

WEST HAVEN CITY

_____
Rob Vanderwood
Mayor

ATTEST:

_____
Emily Green, City Recorder

DRAFT

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 _____

DRAFT

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. 21-2026,** entitled **"AN ORDINANCE OF WEST HAVEN CITY AMENDING TITLE XV LAND USAGE 150.02 LAND USE AUTHORITY, § 157.455-§ 157-480 ACCESSORY DWELLING UNIT (ADU), AND CREATION OF § 151.20 PENALTIES AND FINES FOR NONCOMPLIANCE, AND THE RENUMBERING OF THE SECTIONS AS SUCH",** adopted and passed by the City Council of West Haven, Utah, at a regular meeting thereof on Novemeber 4, 2026 which appears of record in my office, with the date of posting or publication being Novemeber 4, 2026.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this 4th day of Novemeber 2026.

_____
Emily Green
City Recorder

(city seal)

DRAFT

EXHIBIT A

Attached to Ordinance 21-2026

AMENDING TITLE XV LAND USAGE 150.02 LAND USE AUTHORITY, § 157.455-§ 157-480 ACCESSORY DWELLING UNIT (ADU), AND CREATION OF § 151.20 PENALTIES AND FINES FOR NONCOMPLIANCE, AND THE RENUMBERING OF THE SECTIONS AS SUCH-CHANGES ARE IN RED.

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§ 150.02 LAND USE AUTHORITY.

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
	Master development agreements
	Annexation
Planning Commission	Preliminary subdivision plans
	Final subdivision plans
	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
	Accessory Dwelling Unit Permits

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.	

§ 151.20 PENALTIES AND FINES FOR NON-COMPLIANCE

A) Authority and Violations.

1. It shall be unlawful for any person, firm, or corporation to commence, construct, alter, repair, move, or demolish any structure without first obtaining a required building permit from the City as required by the building code. The Building Official, or their authorized designee, is empowered to issue written stop-work orders, notices of violation, and assess civil administrative penalties for any work commenced without a permit.

2. It shall be unlawful for any person, firm, or corporation to continue to construct, alter, repair, move, or demolish any structure without passing inspection(s) as required by the building code. The Building Official, or their authorized designee, is empowered to issue written stop-work orders, notices of violation, and assess civil administrative penalties for any work commenced in violation as outlined above, or without an active permit
3. It shall be unlawful for any person, firm, or corporation to commence, construct, alter, repair, move in violation of the setback requirements as outlined by the building code. The Building Official, or their authorized designee, is empowered to issue written stop-work orders, notices of violation, and assess civil administrative penalties for any work commenced in violation of the code.

(B) Penalties. Any property owner, contractor, or agent who performs work without a required building permit, or who fails to comply with a notice of violation within the timeframe specified therein, shall be guilty of a Class B misdemeanor. Each day that a violation continues after due notice has been served shall constitute a separate offense.

(C) Recordation of Notice of Noncompliance. If an owner fails to obtain the required permit or remediate the violation within thirty (30) days following written notice, the City Manager or Building Official may cause a Notice of Noncompliance to be recorded with the County Recorder against the property. The City shall record a release of the notice upon full compliance and payment of all applicable fees and penalties.

ACCESSORY DWELLING UNIT (ADU)

§ 157.455 DEFINITION.

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

ACCESSORY DWELLING UNIT (ADU). A subordinate dwelling, which has its own eating, sleeping, and sanitation facilities which is:

(1) Within or attached to a single-family residential building; or

(2) Within a detached accessory structure associated with a single-family dwelling.

(Prior Code, § 33.02) (Ord. 11-2020, passed 5-6-2020)

§ 157.456 PURPOSE AND INTENT.

(A) The purpose and intent of this subchapter is to recognize the residential character of the city and to provide for moderate-income housing and supplementary living accommodations in the community, as well as provide for supplementary income opportunities of property owners.

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(B) These provisions are intended to provide for moderate-income ~~affordable~~ housing and additional housing options with reasonable limitations to minimize the impact on neighboring properties and neighborhoods, and to promote the health, safety, and welfare of the property owners and residents of accessory dwelling units.

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(Prior Code, § 33.04) (Ord. 11-2020, passed 5-6-2020)

§ 157.457 OWNER OCCUPIED.

(A) No accessory dwelling unit shall be created, established, or occupied in a single-family dwelling unless the owner of the property occupies either a portion of the main dwelling or a detached accessory unit on the same single-family lot. For the purpose of this section, the term ***OWNER OCCUPIED*** shall be defined as full-time residency within the home by the bona fide property owner(s) for more than 275 days in every calendar year.

(B) Owner occupancy for a dwelling with an accessory dwelling unit shall not be required when:

(1) The owner cannot live in the dwelling because of a bona fide temporary absence of three years or less for a temporary job assignment, sabbatical, or voluntary service;

(2) The owner was living in the dwelling immediately prior to leaving for the temporary job assignment, sabbatical, or voluntary service; and

(3) The owner intends to make the dwelling his or her primary place of residence upon returning from the temporary job assignment, sabbatical, or voluntary service.

(Prior Code, § 33.06) (Ord. 11-2020, passed 5-6-2020)

§ 157.458 DWELLING UNIT OCCUPANCY.

The occupants of an accessory dwelling unit shall be limited by one of the following family categories:

(A) One person living alone;

(B) Two or more persons all related by blood, by marriage, by adoption, by legal guardianship, or foster children;

(C) Up to four unrelated persons living as a single housekeeping unit;

(D) Any of the above categories plus a temporary guest. A ***TEMPORARY GUEST*** is defined as a person who stays with a family for a period of less than 14 days within any rolling one-year period and does not utilize the dwelling as a legal address for any purpose; and

(E) For purposes of the definition of family, the term ***RELATED*** shall mean a spouse, parent, child, stepchild, grandparent, grandchild, brother, sister, uncle, aunt, nephew, niece, first cousins, great-grandparent, and great-grandchild. The term ***RELATED*** does not include other, more distant relationships.

(Prior Code, § 33.08) (Ord. 11-2020, passed 5-6-2020)

§ 157.459 ZONES.

An accessory dwelling unit which meets subchapter requirements may be allowed in a single-family dwelling unit or in a detached accessory structure within any zone upon a single-family lot. No accessory dwelling unit may be allowed in any multiple-family dwelling or multiple-family lot, or on any lot that cannot satisfy the parking, setback, or lot coverage requirements.

(Prior Code, § 33.10) (Ord. 11-2020, passed 5-6-2020)

§ 157.460 NUMBER OF ACCESSORY DWELLING UNITS.

A maximum of one accessory dwelling unit shall be allowed in each owner-occupied single-family dwelling, or in a detached accessory structure associated with a single-family dwelling.

(Prior Code, § 33.12) (Ord. 11-2020, passed 5-6-2020)

§ 157.461 LOCATION AND TYPE.

(A) Accessory dwelling units may be allowed within or attached to the main residential dwelling (basement or addition), over the garage (attached or detached), or in a detached accessory structure (cottage home, or guest house).

(B) Accessory dwelling units as an addition to a primary dwelling shall meet all minimum setback standards required for the primary dwelling.

(C) Behind the primary dwelling, an accessory dwelling unit within an accessory structure must meet the minimum of side yard required by the zone for the primary dwelling and a rear yard setback of 20 feet, unless no windows, doors, or other openings are adjacent to the property line, in which case the allowed setback shall be 15 feet.

(D) Adjacent to the primary dwelling, an accessory dwelling unit within the side yard of the primary dwelling is required to meet the same front, side, and rear yard setback as the primary dwelling.

(E) Second-story accessory dwelling units, an accessory dwelling unit located in an accessory structure, may only be located on a second story if the structure meets the same minimum standards in the zone for height, as well as front, side, and rear setback, as the primary dwelling.

(Prior Code, § 33.14) (Ord. 11-2020, passed 5-6-2020)

§ 157.462 APPEARANCE.

(A) Single-family residences with interior accessory dwelling units shall retain the appearance of a single-family home.

(B) ~~An accessory dwelling unit in an accessory structure shall be designed so that, to the degree reasonably feasible, the appearance of the building is compatible with the architectural components of the primary dwelling unit~~ Detached ADUs shall be architecturally compatible with the primary single-family dwelling. Compatibility shall be demonstrated by matching the primary structure in at least three (3) of the following five (5) elements:

a. Exterior siding material,
b. Primary roof pitch and style,
c. Roofing material,
d. Architectural trim width and style around windows and doors, and
e. Overall exterior color palette ~~(for example, exterior materials, color, and roof pitch).~~

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(Prior Code, § 33.16) (Ord. 11-2020, passed 5-6-2020)

§ 157.463 SIZE.

(A) ~~(A)~~ Internal and Attached Accessory Dwelling Units

1. *Basement dwelling units.* Shall be permitted to occupy the entirety of the basement of the primary home regardless of area or bedroom count; and
2. *Any addition to a single-family home for an ADU shall comply with the underlying zoning setbacks, height, and lot coverage requirements.*

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(B) *Accessory dwelling units (detached structures).* The gross living area (GLA) ~~size~~ of an accessory dwelling unit shall be at least 300 square feet and shall not exceed 1,~~42~~00 square feet, and be limited to no more than three bedrooms. The GLA shall not apply to attached garage area dedicated for parking.

(Prior Code, § 33.18) (Ord. 11-2020, passed 5-6-2020)

§ 157.464 LOT COVERAGE.

(A) The combined building coverage for the detached accessory dwelling units, main dwelling, and additional accessory buildings may not be larger than the maximum coverage allowed in the zone for the lot and rear yards.

(B) The coverage may not exceed 35% of the total lot size.

(Prior Code, § 33.20) (Ord. 11-2020, passed 5-6-2020)

§ 157.465 BUILDING ENTRANCES.

A new single-family structure approved with an accessory dwelling unit attached to, or detached from, the main dwelling unit shall have a separate, accessible entrance or

stairway. An accessory dwelling unit approved in an existing structure may use existing entrances on any side of the structure that faces a street, or a side or rear entrance. Dwellings with two front doors side-by-side may not be used to provide separate entrances for each unit, with the exception of dwellings where the second door provides direct access to the dwelling basement. The purpose of this requirement is to preserve the single-family residential appearance of the building.

(Prior Code, § 33.22) (Ord. 11-2020, passed 5-6-2020)

§ 157.466 ADDRESS.

The principal dwelling unit and the accessory dwelling unit shall have the same address number, but shall refer to the accessory dwelling unit as "Unit B." Addresses must be located in a visible location on the street frontage side of the home.

(Prior Code, § 33.24) (Ord. 11-2020, passed 5-6-2020)

§ 157.467 PARKING.

(A) ~~(A)~~ Additional parking shall be required as follows

1. One additional parking stall shall be provided for internal, attached, or detached ADUs smaller than 650 square feet.
2. Two additional parking stalls shall be provided for detached ADU's 650 square feet or larger.
3. Accessory dwelling parking space shall not be in tandem with required parking for the primary dwelling. Tandem parking is a parking arrangement where two or more vehicles park end-to-end (front-to-back) in a single-lane space, lining up one behind the other rather than side-by-side. ~~A single-family dwelling with an accessory dwelling unit shall provide at least one additional off-street parking space for the accessory unit above the minimum spaces required for a single-family dwelling. Accessory dwelling unit parking may not be in tandem with required parking of the main dwelling. One additional off-street parking space shall be required for accessory dwelling units with two or more bedrooms. ADUs located within one-fourth mile of a bus rapid transit route shall be permitted to reduce the parking requirement by one space for the main dwelling unit~~.

~~(B)~~

4. No parking spaces may be located within the front or side yard setbacks adjacent to a street, except ~~for~~ within an approved driveway.

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~~(C)~~ ~~5.~~ The minimum width of parking areas and driveways shall be paved with concrete or asphalt.

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(Prior Code, § 33.26) (Ord. 11-2020, passed 5-6-2020)

§ 157.468 SEPARATE LIVING AREAS.

An accessory dwelling unit must provide living areas for eating, sleeping, and sanitation facilities separate from the principal dwelling unit.

(Prior Code, § 33.28) (Ord. 11-2020, passed 5-6-2020)

§ 157.469 BUILDING CODE.

(A) All construction and remodeling shall comply with building codes and ordinance requirements in effect at the time of construction or remodeling, in accordance with Utah State Code § 10-9a-511.5, "Changes to Dwellings–Egress Windows."

(B) ~~(B)~~ A certificate of occupancy must be obtained for an ADU before it can be occupied.

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(C) Conversion of existing accessory structures.

1. An existing detached accessory building that was legally established by this Title may be converted or expanded for the purpose of a detached ADU provided the detached accessory building can demonstrate it was legally established and can accommodate the minimum qualifying requirements and regulations of this Chapter and building code.
2. Prior to any work, the property owner shall file for an ADU permit to ensure compliance with West Haven ADU standards. Once the ADU permit is approved, the applicant shall file for a building permit and comply with all building codes to ensure the structure is safe for future occupancy.
3. Buildings shall comply with the West Haven Nonconforming Building and Uses Code §157.815-§157.826

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(Prior Code, § 33.30) (Ord. 11-2020, passed 5-6-2020; Ord. 23-2024, passed 7-3-2024)

§ 157.470 UTILITY METERS.

A single-family dwelling with an accessory dwelling unit may have separate meters for each water, gas, and electricity utility service. Each utility meter shall be in the property owner's name, and the property owner shall be responsible for payment of all utilities. The owner is responsible for contacting their water, electric and gas provider for any possible additional water development, utility meter, and/or connection fee.

(Prior Code, § 33.32) (Ord. 11-2020, passed 5-6-2020; Ord. 23-2024, passed 7-3-2024)

§ 157.471 INTERIOR ACCESS.

An interior access between the main living area and an attached accessory dwelling unit must be maintained, unless sufficient means of egress have been determined during an inspection by the Fire Department.

(Prior Code, § 33.34) (Ord. 11-2020, passed 5-6-2020)

§ 157.472 NOT INTENDED FOR SALE.

The accessory dwelling unit shall not be severable from the primary dwelling and shall not be sold independently or detached by deed. ~~intended for sale or detached by deed, and shall only be rented.~~

(Prior Code, § 33.36) (Ord. 11-2020, passed 5-6-2020)

§ 157.473 ACCESSORY DWELLING UNIT PERMIT.

(A) ~~(A)~~ Any person owning an existing accessory dwelling unit that has not previously been permitted by the city, or any person constructing, or causing the construction of, a residence that has an accessory dwelling unit, or any person remodeling, or causing the remodeling of, a residence for an accessory dwelling unit, shall obtain an Accessory Dwelling Unit ~~land use~~ permit for the accessory dwelling unit from the city. This shall be in addition to any required building permit for the work to be performed.

a. The Community Development Director, or their designee, shall act as the Land Use Authority for Accessory Dwelling Unit permits.

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(B) In order to meet the requirements of the land use permit, the applicant shall:

(1) Submit a completed application form including a site plan that shows property lines and dimensions, the location of existing buildings and building entrances, proposed buildings or additions, dimensions from buildings or additions to property lines, the location of parking stalls, and utility meters;

(2) Include detailed floor plans with labels on rooms indicating uses or proposed uses;

(3) Pay building permit fees, if applicable, for the construction of a new dwelling, or the remodeling of an existing dwelling, in accordance with the established fees and charges;

(4) Make all corrections identified as necessary to comply with building code requirements, as identified by the Chief Building Official, or his or her designee, and provide photos of the life safety items required by building code, including carbon monoxide detectors, smoke detectors, and earthquake strapping on water heaters;

(5) Demonstrate and affirm that their property is otherwise in compliance with all other provisions of the zoning ordinance;

(6) The city has no obligation or responsibility to research and enforce an applicant's property's existing private covenants, conditions, or restrictions prohibiting an ADU;

(7) It is the exclusive responsibility of a property owner to research and have full knowledge and understanding of those private covenants, conditions, or restrictions that run with, and are attached to, their property; and

(8) By submitting an application to the city for an ADU, the applicant is certifying that they have full knowledge and understanding of those private covenants, conditions, or restrictions that run with their property and have a full understanding of whether those items prohibit an ADU.

(Prior Code, § 33.38) (Ord. 11-2020, passed 5-6-2020)

~~**§ 157.474 EXCEPTIONS TO STANDARDS.**~~

~~(A) The Planning Commission may issue a conditional use permit for ADUs which modify the requirements for an ADU with respect to maximum size, minimum parking, or setback.~~

~~(B) In approving a conditional use permit, the Planning Commission may require additional conditions to mitigate the impact of the ADU on surrounding properties. Specifically, the Planning Commission may require:~~

~~(1) For ADUs that exceed the maximum size of 1,200 square feet: increased setbacks, privacy fencing, limitation on windows and doors adjacent to abutting property lines, and additional parking;~~

~~(2) For ADUs with reduced or no additional parking: restrictions on occupancy to tenants without vehicles; and~~

~~(3) For ADUs with reduced setbacks: privacy fencing and limitation on windows and doors adjacent to abutting property lines.~~

~~(Prior Code, § 33.40) (Ord. 11-2020, passed 5-6-2020)~~

§ 157.4745 FAILURE TO COMPLETE AND OBTAIN A LAND USE PERMIT.

(A) If the property owner does not obtain a land use permit as outlined above, the accessory dwelling unit shall not be considered legal nor approved.

(B) Failure to obtain a land use permit for an existing accessory dwelling unit within one year of the passing of this section may result in a citation for a code violation as governed by the process for enforcement in the city.

(D) Construction or improvements of any structure to create an accessory dwelling unit shall comply with West Haven and building code. Failure to obtain a required building permit may result in fines, penalties, and recording of certificates of non-compliance as defined in this title.

(Prior Code, § 33.42) (Ord. 11-2020, passed 5-6-2020)

§ 157.4756 HOME OCCUPATION BUSINESSES.

(A) Home occupation businesses in an accessory dwelling unit shall be restricted to a home office use which creates no customer traffic.

(B) No home occupation business shall be established within an accessory dwelling unit without the express written permission of the property owner.

(Prior Code, § 33.44) (Ord. 11-2020, passed 5-6-2020)

§ 157.4767 RESERVED.

§ 157.4778 MANUFACTURED HOUSE, MOBILE HOME, AND MOTOR HOMESMES.

A Mmanufactured housemes, mobile homes, motor homes, also known as mobile homes and recreational vehicles, or trailers, are not allowed as an ADU. Pre-sectionalized, modular, or prefabricated detached ADUs placed on permanent foundations are permitted if they comply with West Haven City Code § 151.15 Various International Building, Development, and Management Codes.

, and standards in this chapter.

(Prior Code, § 33.48) (Ord. 11-2020, passed 5-6-2020)

§ 157.479 USE REGULATIONS.

No building, structure, or land shall be used, and no building or structure shall be hereafter erected, structurally altered, enlarged, or maintained in a Single-Family Residential District or Multiple Residential District, except as provided in this table.

Zone	A-1, A-2, R-1	Open Space	R-2	R-2.5	R-4	Mixed Use

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~~Zone~~	~~A-1, A-2, R-1~~	~~Open Space~~	~~R-2~~	~~R-2.5~~	~~R-4~~	~~Mixed Use~~
~~Coverage Regulations~~						
~~The maximum coverage percent for any lot in the districts regulated by this subchapter~~	~~35%~~	~~35%~~	~~35%~~	~~35%~~	~~35%~~	~~35%~~
~~The maximum coverage percent for any rear yard by accessory buildings~~	~~25%~~	~~25%~~	~~25%~~	~~25%~~	~~25%~~	~~25%~~
~~Residential~~						
~~Four-family dwelling~~	~~-~~	~~-~~	~~-~~	~~-~~	~~-~~	~~-~~
~~Group of dwellings (including two home, and the like) when approved as a planned unit development~~	~~-~~	~~-~~	~~-~~	~~-~~	~~-~~	~~-~~
~~Multiple-family dwelling~~	~~-~~	~~-~~	~~-~~	~~-~~	~~-~~	~~-~~
~~Single-family dwelling~~	~~P~~	~~P~~	~~P~~	~~P~~	~~P~~	~~P~~
~~Three-family dwelling~~	~~-~~	~~-~~	~~-~~	~~-~~	~~-~~	~~-~~
~~Two-family dwelling~~	~~-~~	~~-~~	~~-~~	~~-~~	~~-~~	~~-~~

~~(Prior Code, § 33.50) (Ord. 11-2020, passed 5-6-2020)~~

§ 157.47~~80~~ AREA OF ACCESSORY BUILDINGS.

No accessory building or group of accessory buildings in any Residential District shall cover more than 25% of the rear yard.

(Prior Code, § 33.52) (Ord. 11-2020, passed 5-6-2020)

City Council
Staff Review Memo

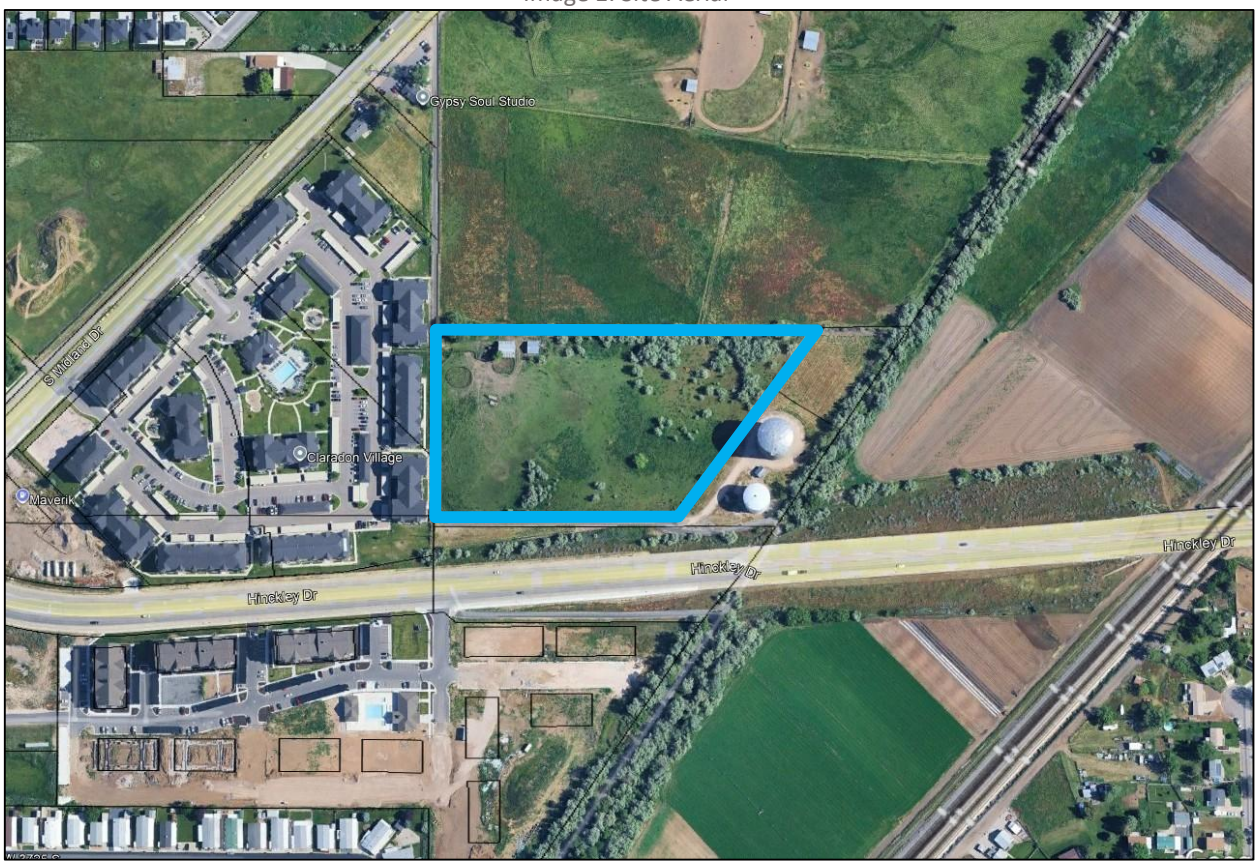
November 4, 2026

Stephen Nelson, Community Development Director

PETITION TO AMEND THE ZONING MAP

Request:	Approval of an amendment to the zoning map
Property Location:	Parcel 080060075 at approximately 2410 Hinckley Drive
Property Zone:	M-1, Light Manufacturing
Property Size:	7 Acres
Applicant:	Hayley Pratt, Castlewood Development
Governing Document(s):	WHZC §157.705 through §157.715 and the West Haven General Plan
Decision Type:	Legislative
Staff Recommendation:	Denial

Image 1: Site Aerial



I. BACKGROUND

The applicant requests that the City approve of an amendment to the West Haven City Zoning Map, changing the zoning designation of parcel 080060075 from M-1, Light Manufacturing, to R-3 Residential. The said parcel (the subject property) currently lacks an address but is located at approximately 2410 Hinckley Drive.

The Planning Commission considered a zone change request for this property earlier this year. The request seeks the same zone but with a slight modification to the concept plan. The Planning Commission discussed the previous petition at a special meeting held on April 28, 2026. At that meeting, the Commission recommended approval of the petition by a split vote of 4/2. The following conditions of approval were recommended by the Commission:

- The site plan will be brought into conformance with all applicable development standards, and each member of the City's Development Review Committee approves of the site plan, civil engineering drawings, and supplementary construction drawings prior to final site plan approval.
- An official notice of UDOT approval of the plan set and the proposed accesses is provided with an application for preliminary subdivision or preliminary site plan review.
- An official notice of Taylor West Weber Water District's approval of the plan set is provided with an application for preliminary subdivision or preliminary site plan review.
- The trail system that crosses the site is maintained as depicted in the attached concept plan or in a way that results in the same continuity of the system.
- That as part of any site development of the property, the property owner construct a sidewalk along the frontage of Hinkley to the West of the project to connect to the sidewalk on Midland. The sidewalk shall be built to UDOT Standards.

The City Council held several meetings with the applicant and discussed concerns regarding the petition. The petition was later denied by the City Council on August 5, 2026, with the following motion

Councilmember Call made a motion to deny ordinance 10-2026 on the grounds that we are currently reviewing the general plan map and would like to see that in the future as well as the issues with health, safety, and welfare concerns. Three in favor, two opposed.

One of the City Council's largest health and safety concerns was access to the property. This was discussed at length during work sessions with the applicant and when the item was under consideration. Generally, the applicant showed that, with a single access point, they could potentially comply with fire code; however, several Council members felt the applicant should provide an additional access point.

The applicant provided an updated site plan with an additional emergency access to Hinkley Drive; however, staff has not seen anything from UDOT indicating support or of likely approval for the second access point. The concept plan is very similar to the previous one, with the townhome development concept depicted in Image 2 below. The development concept

consists of 16 buildings totaling 72 residential units.

The Planning Commission heard this item and held the required Public Hearing on October 14, 2026. At that meeting, the Planning Commission discussed the application's merits. The Planning Commission tabled the application to allow the applicant more time to provide supporting information. As of this report, the applicant has provided a few photos of a crash gate and renderings of some of their townhome products (found at the end of this report). The applicant did not provide any additional documents supporting temporary access. The Planning Commission reviewed this update at the October 28, 2026 meeting and recommended denying the application.

Image 2: Updated Development Concept Plan

Table 1: Zoning Designations of Contiguous Property

Direction	Zone	Current Use
North	M-1	Agriculture and Single-Family Residential
East	M-1	Taylor-West Weber Water Improvement District Operations
South (across Hinckley)	R-3	Multiple-Family Residential

Image 3: Current Zoning Conditions – WHC Zoning Map, Vicinity of subject property

The existing zoning conditions of the subject property are as depicted in Image 3 above and expressed in Table 1 above. See Image 4 for the envisioned future zoning of the subject property and the contiguous properties.

II. STAFF REVIEW

Staff's review of the subject petition to amend the zoning map, as it pertains to the requirements of the West Haven Zoning Code, is as follows:

Note that in this section, the verbatim language of the West Haven City Zoning Code is in grey italics. Staff does not provide findings for each consideration below, but only for those considerations that were found to be immediately relevant to the subject petition.

§157.707 Petition Procedure

The West Haven City Zoning Code provides the following four procedural elements (A through

D below) for the Planning Commission and City Council to consider when reviewing a petition to amend the Zoning Map.

(A) The city procedure for processing rezoning petitions for multiple-family (over eight) dwellings, mixed use, recreational resort, commercial, and industrial developments requires a petitioner to submit, as part of the rezoning petition, a concept development plan and to specify the general land uses and the general site and building arrangements which will occupy the property and the general time frame and phasing of development if rezoning is granted.

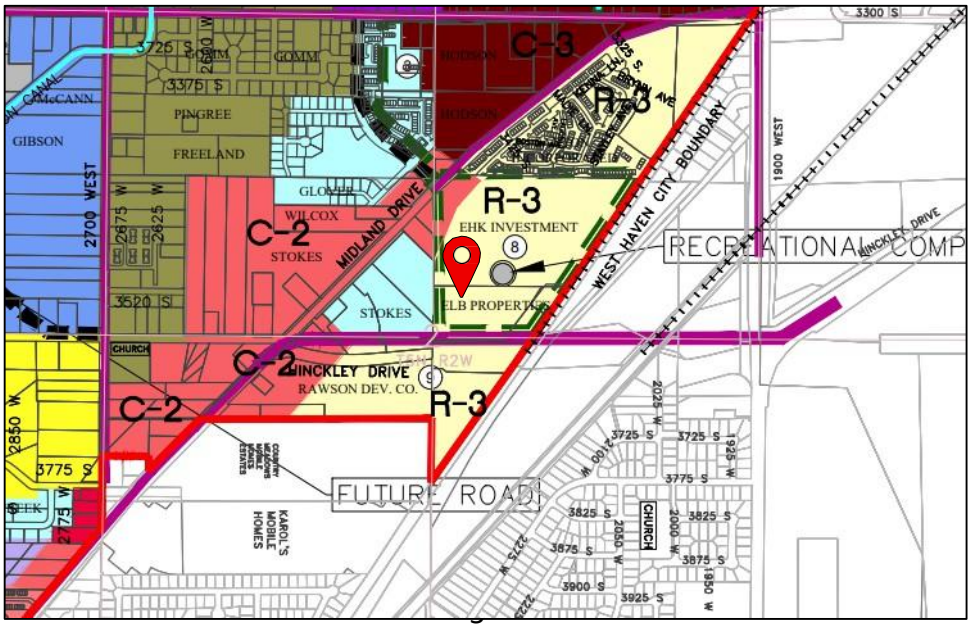
Finding: A development concept has been provided that specifies the general land-use and general building arrangements. The said concept generally conforms to the use and density regulations of the sought zone. There are likely changes that would be required if the zone change is approved and the applicant files a site plan application based on the provided concept.

It is important to note that the attached concept plan is purely conceptual, and a site plan is not approved as part of a rezone petition. The concept has not been vetted for full technical compliance with zoning development standards, the International Fire Code, Engineering standards, and utility capacities.

(B) Planning committees and neighboring property owners will be notified not only of the rezoning petition, but also of the general details of what is proposed and how and when it will be located on the property. The notice of public hearing before the City Council shall also contain the same development information.

(C) The Planning Commission and the City Council will consider whether the petition should be approved or disapproved based upon the merits and compatibility of the proposed project with the master plan and surrounding land uses, and its impact on the surrounding area.

Image 4: General Plan Map, Vicinity of subject property



Finding: The petition and its associated concept plan are compatible with the General Plan and the surrounding land uses. The General Plan identifies the subject property's future land use as R-3, with 12 units per acre, and the proposal's density is within the zone's specified maximum.

Additionally, the General Plan identifies the mid-block area north of the subject property as a future location of a “recreational component”. The proposed rerouting of the trail system along the north boundary of the subject property would engage the future recreational component and would be highly compatible with that future land use.

Multiple-family residential developments exist to the west and south of the subject property, and the General Plan identifies R-3 (12 units per acre) as the future land use for the property to the north.

However, the City is currently evaluating the General Plan map for this area. These considerations include amending its designation and density recommendation. One reason the City denied the previous zone change petition for this property was that the General Plan was under consideration, which remains the case.

In addition, because of the General Plan change, staff has also proposed changing the R-3 zoning by splitting it into four distinct zoning districts, and eliminating the R-3 label altogether. Staff is also proposing a new suite of zoning standards for our multi-family zones as part of this ordinance update. The Planning Commission has held several workshops on these changes, and the ordinances are expected to be ready for public hearing and consideration in the coming months. Because of these changes, it may be appropriate to deny the petition until the zoning standards are updated

> *(D) The Planning Commission and City Council will consider also whether the proposed development, and in turn the petitioned for rezoning, is needed to provide a service or convenience brought about by changing conditions, and which therefor promotes the public welfare. They may require changes in the concept plan in order to achieve compatibility and may impose any conditions to lessen, or eliminate, adverse impacts.*

Finding: Staff finds that the petition and its associated development concept provide an additional housing option in the area, with direct bicycle and pedestrian access to the Roy Front Runner Station via the trail. However, based on the City's previous discussion of the zoning for this property, there are real concerns about emergency and redundant access to this property. The site has a single primary access. The applicant is proposing an emergency access, as shown on the site plan. However, the City has not received anything from UDOT that it would consider this access point. In previous discussions, UDOT has not denied the ability for this second access but has expressed concerns. These considerations are based on the general proposed land use of the concept without regard to the technical aspects (most of which are not yet specified) of the concept plan.

Regarding the proposed land use, staff does not anticipate any adverse impacts that would not be addressed by the City’s codified development standards during the site plan review. For

instance, per the City's development standards, the road dimensions would need to be modified, guest parking will need to be accounted for, the proposed site access locations will need to be verified, the application may be required to provide a public street and access to the north property, and other technical aspects of the development may significantly change the site design. Staff will conduct a thorough review of the development proposal and its serviceability in conjunction with the site plan review if the zone change is approved and the applicant submits a site plan approval, and any infrastructure improvements required for adequate service would be the applicant's responsibility.

Staff also recommends that any development of the property include installing a sidewalk from the development to Midland to ensure safe pedestrian access to the intersection and commercial facilities in the area. The applicant is also planning to relocate the trail to wrap around the outside of the property, which would move the trail crossing away from the intersection. However, the development directly to the west currently stubs into the trail along their boundary; a pedestrian connection would need to be maintained.

Related to the above findings, staff would recommend the following conditions of approval:

- The site plan will be brought into conformance with all applicable development standards, and each member of the City's Development Review Committee approves of the site plan, civil engineering drawings, and supplementary construction drawings prior to final site plan approval.
- An official notice of UDOT approval of the plan set and that both proposed access points are provided with an application for preliminary subdivision or preliminary site plan review.
- An official notice of Taylor West Weber Water District's approval of the plan set is provided with an application for preliminary subdivision or preliminary site plan review.
- The trail system that crosses the site is maintained as depicted in the attached concept plan or in a way that results in the same continuity of the system.
- That as part of any site development of the property, the property owner constructs a sidewalk along the frontage of Hinkley to the West of the project to connect to the sidewalk on Midland. The sidewalk shall be built to UDOT Standards.
- A pedestrian connection would need to be maintained from the development to the west to the trail.

§157.715 City Zoning Alternative Actions

The zoning code also gives the City Council discretion within the parameters defined below. Note again that staff does not provide commentary on each factor of consideration in the code below.

> *(A) In all rezoning petition considerations, the City Council, after considering the recommendations of the Planning Commission and after holding the required public hearing(s), may take any of the following final alternative actions:*
>
> *(1) (a) Where a concept development plan is required as provided for in this*

subchapter, the City Council may approve rezoning and concurrently approve a concept plan for the development of the petitioned for property, in whole or in part, with or without changes or conditions, and adopt an ordinance rezoning the property, or the city may, by motion, grant conditional zoning approval, with the rezoning to become effective by passage of an ordinance at a future date when more detailed development plans and/or other information have been approved by the city;

(b) The action of division (A)(1) above represents a zoning commitment by the city with fulfillment based upon a petitioner's future, more complete proposals for development;

(c) Conditional zoning approval shall be valid for a period of one year or such other time period as set by the City Council. Upon the expiration of such period of time, the City Council, after due consideration of additional material submitted, shall either grant an extension of time or rescind its conditional approval and deny the rezoning petition;

Findings: The applicant has provided a concept plan, which the City may consider a zoning approval with conditions or require a development agreement. This may be an option if the City wants to consider the zone change but limit C-2 zoning's potential impact. This could take two paths.

Conditional Zoning. The code allows, "the city may, by motion, grant conditional zoning approval, with the rezoning to become effective by passage of an ordinance at a future date when more detailed development plans and/or other information have been approved by the city" which "represents a zoning commitment by the City with fulfillment based upon a petitioner's future, more complete proposals for development". This conditional zoning is valid for a period of one year, unless otherwise determined by the City Council. This would require the applicant to provide a more detailed site plan to satisfy the zone change condition, which the City Council would need to review and approve.

Development Agreement. The City could require the developer to enter into a development agreement with the City that sets out the terms of approval. This would limit the uses on the property by agreement according to the terms agreed upon by the City and the applicant.

Approval Outright. If the City determines that the rezone is "in the best interests of the general public," it may approve the zoning amendment without conditions, even if the request does not comply with the General Plan map (See Section B below).

The City Council could select one of these paths, with specific conditions. If the City is inclined to approve the request, it may be best to approve a conditional zoning or table the application with a condition that the applicant and the City enter into a future development agreement with the listed conditions within the report.

(2) The City Council may grant or deny a rezoning petition outright in whole or in part. They may require the petitioner to execute a development agreement with the city where they deem it appropriate and necessary; and

(3) The City Council may rezone, or agree to rezone, the subject land to any other zone or zones deemed more appropriate when considering the master plan, citizen's comments, and other factors, and which may allow some, or all, of the petitioner's requested uses.

(B) The City Council, upon its own initiative and after receiving the recommendation of the Planning Commission, may zone or rezone land:

(1) Where it is determined to be in the best interests of the general public;

(2) As a result of amendments to the county master plan, in order to achieve consistency; or

(3) Where changed conditions, public attitudes, or lifestyles so indicate a need.

III. STAFF RECOMMENDED ACTION

Staff recommends that the City Council discuss whether the proposal is in the best interests of the general public by considering the current general plan and the current update process, the proposed updates to the R-3 zones, access, any public comments received, and the merits of the concept plan.

Staff does not believe the applicant has adequately addressed the City Council's previous concerns, and the Council's primary concerns remain unresolved, including secondary access and a final update to the General Plan. Since the original rezone request for this property earlier this year, staff and the Planning Commission have started updating the R-3 zoning (with the first workshop on July 22, 2026), which, if approved as currently presented, would materially impact the current request.

Although staff believes the proposed use in the petition is more compatible with the current zoning, staff recommends denying the application until the property owner adequately addresses the secondary access, the new General Plan is approved, and the R-3 Zone update is finalized. If the City is inclined to approve the zone change, staff recommend approving conditional zoning, with the conditions of approval listed in the attached suggested motion, and entering into a development agreement.

IV. PLANNING COMMISSION RECOMMENDED ACTION

The City provided the required notice and held the required public hearing on October 14, 2026. No comment were received. The Planning Commission requested some additional information about the secondary access and further confirmation from UDOT about the access, as mention in the background section of this report. The application was tabled at that meeting. That applicant provided some additional photos. At the October 28, 2026, meeting, the Planning Commission disused the application further and made the following recommendation:

Motion to deny the petition to amend the Zoning Map, to change the zoning designation of the property at approximately 2410 Hinckley Drive from M-1 to R-3, finding that it is not in the public interest considering the limited access to the property, that the City is currently engaged in a process of updating its General Plan, and considering that the City has started working on material updates to the R-3 zoning standards.

All were in favor.

V. POSSIBLE MOTION

Deny: Motion to deny Ordinance No. XX-2026, an Ordinance of the City of West Haven, Utah, Rezoning Certain Property Within the City from M-1 to R-3, Amending the Zoning Map of the City, and approving the provided concept plan, and providing for an effective date. Finding the proposed Rezone

- Is not in the public interest considering the limited access to the property,
- That the City is currently engaged in a process of updating its General Plan which may have impact on the designation of this property, and
- Considering that the City has started working on material updates to the R-3 zoning standards.

[List Other Findings or Consideration]

Table: Motion to table Ordinance No. XX-2026, an Ordinance of the City of West Haven, Utah, Rezoning Certain Property Within the City from M-1 to R-3, Amending the Zoning Map of the City, and approving the provided concept plan, and providing for an effective date until a Master Development Agreement can be provided for City Council review and approval that addresses the following conditions:

- The site plan will be brought into conformance with all applicable development standards, and each member of the City's Development Review Committee approves of the site plan, civil engineering drawings, and supplementary construction drawings prior to final site plan approval.
- An official notice of UDOT approval of the plan set and that both proposed access points are provided with an application for preliminary subdivision or preliminary site plan review.
- An official notice of Taylor West Weber Water District's approval of the plan set is provided with an application for preliminary subdivision or preliminary plan review.
- The trail system that crosses the site is maintained as depicted in the attached concept plan or in a way that results in the same continuity of the system.
- That as part of any site development of the property, the property owner constructs a sidewalk along the frontage of Hinkley to the West of the project to connect to the sidewalk on Midland. The sidewalk shall be built to UDOT Standards.
- A pedestrian connection would need to be maintained from the development to the west to the trail.
- [Provide conditions or reasons for tabling the item]

Approve with conditions: Motion to grant conditional approval of No. XX-2026, an Ordinance of the City of West Haven, Utah, Rezoning Certain Property Within the City from M-1 to R-3, Amending the Zoning Map of the City, and approving the provided concept plan, and providing for an effective date, following amendment to its final paragraph: This Ordinance shall become effective upon publication as required by law. The City Recorder is instructed not to publish this Ordinance until the applicant and the City has entered into a development that contains a site plan and terms and conditions to develop the property subject to this Ordinance in compliance with the plans and conditions reviewed by the City Council as part of its adoption of this Ordinance on November 4, 2026. If the required written certifications have not been obtained on or before November 4, 2027, the City Recorder shall not publish this Ordinance, and the Ordinance shall become null, void, and of no legal or binding effect, in accordance with §157.715 when the following conditions of approval are applied:

- The site plan will be brought into conformance with all applicable development standards, and each member of the City's Development Review Committee approves of the site plan, civil engineering drawings, and supplementary construction drawings prior to final site plan approval.
- An official notice of UDOT approval of the plan set and that both proposed access points are provided with an application for preliminary subdivision or preliminary site plan review.
- An official notice of Taylor West Weber Water District's approval of the plan set is provided with an application for preliminary subdivision or preliminary plan review.
- The trail system that crosses the site is maintained as depicted in the attached concept plan or in a way that results in the same continuity of the system.
- That as part of any site development of the property, the property owner constructs a sidewalk along the frontage of Hinkley to the West of the project to connect to the sidewalk on Midland. The sidewalk shall be built to UDOT Standards.
- A pedestrian connection would need to be maintained from the development to the west to the trail.
- Enter into a future development agreement that addresses these conditions prior to the zoning taking effect.
- [List other conditions under consideration]

  [The City Council should consider if they would recommend that the zone change should receive conditional approval or have a development agreement obligating the property owner to these conditions]

Approve outright: *Motion to approve* Ordinance No. XX-2026, an Ordinance of the City of West Haven, Utah, Rezoning Certain Property Within the City from M-1 to R-3, Amending the Zoning

Map of the City, and approving the provided concept plan, and providing for an effective date. Finding that:

- The application is compliant with the General Plan
- [List other findings as discussed]

Pictures Submitted by the Applicant

Parking

West Haven Licensing and Permitting

2410 Hinckley Drive

09/28/2026 - 09/27/2027

Zoning Map Amendment

General

Application Status
Under Review

Printed: 10/22/2026

Permit/License #
6586854

Reference Number
77e378c0-b383-11f1-aede-ab83976f8dc8

Status
Active

Application Review Status

Pre-Review	Complete
Planning Commission	Not Reviewed
City Council	Not Reviewed
Final-Review	Not Reviewed

Date Submitted
09/18/2026

Fees

Commercial Zone Amendment Fee 3	$220.50
Subtotal	**$220.50**
Processing Fee	**$7.72**
Total	**$228.22**
Amount Paid	**$228.22**
Total Due	**$0.00**

Payments

09/28/2026	Online	$220.50
Total Paid		**$228.22**

Application Form Data

(Empty fields are not included)

First Name
Taylor

Last Name
Anderson

Phone
[redacted]

Email
[redacted]

Address
610 North 800 West

City
Centerville

State
UT

Zip Code
84014

Is the applicant different from the property owner?
Yes

First Name
Josh

Last Name
Cragun

Owner Phone
[redacted]

Owner Email
[redacted]

Address
4883 W Old Hwy Rd Suite #A

City
Mtn Green

State
UT

Zip Code
84050

Upload Owner Authorization Form
- E.L.B. Properties, LC Affidavit.jpeg
- Nancy_Peterson_0917105415.pdf
- 20260917_112511.jpg

Property Address
2410 Hinckley Drive

Parcel Number(s)
080060075

Total No. of Acres

7.05

Current Zoning (select all that apply)

M-1

Proposed Zoning (select all that apply)

R-3

Describe Project and Requested Use

Cole West rquests that the City Council consider this proposed rezone from M-1 to R3 to allow a townhome development. This proposal is consistent with the General Plan and supported by existing infrastructure. We have received positive feedback from UDOT officials that a secondary emergency access is viable. Although not approved yet, positive conversations have been had.

Concept Plan: Reguired for all multi-family, mixed use, commercial, and industrial zone change applications

Conceptual Site Plan 9.pdf

Signature

I agree that the facts stated in this application are true, and upon changes I will provide notification as needed.

Please be aware of scammers requesting payments outside of the system. All payments for this application will either be made within your applicant portal, or in the West Haven Offices. Please check in with staff if you receive any other requests for money transfers.

Electronically Signed

Taylor Anderson - 09/18/2026 11:07 am

ORDINANCE NO. 22-2026

AN ORDINANCE OF THE CITY OF WEST HAVEN, UTAH REZONING CERTAIN PROPERTY WITHIN THE CITY FROM M-1 TO R-3, AMENDING THE ZONING MAP OF THE CITY; AND APPROVAL OF THE PROVIDED CONCEPT PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.

Section 1 - Recitals:

WHEREAS, 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 UCA § 10-3-707, the governing body of the City may revise, codify and compile from time to time and to publish in book, pamphlet, or loose leaf form all ordinances of the municipality of a general and permanent character and to make such changes, alterations, modifications, additions, and substitutions as it may deem best; and,

WHEREAS, the City Council finds that the Planning Commission has caused to be prepared and has recommended to the City Council a proposed zoning ordinance and general plan; and

WHEREAS, the City Council finds that the full text of the zoning ordinance and its associated and related maps, representing the Planning Commission's recommendations for zoning all or any part of the area within the municipality, have been subjected to the required public hearing before its adoption; and

WHEREAS, the City Council may lawfully adopt the zoning ordinance as proposed and with all later amendments thereto; and

WHEREAS, the City Council finds that Utah Code ("UC") §10-20-505 provides that the legislative body may amend the number, shape, boundaries, or area of any zoning district; any regulation of or within the zoning district; or any other provision of the zoning ordinance; and,

WHEREAS, the City Council may make no amendment to the City's zoning ordinance or zoning maps unless the amendment was proposed by the Planning Commission or is first submitted to the Planning Commission for its recommended approval or disapproval; and

WHEREAS, upon petition to the West Haven City, a public notice was given, and the Planning Commission held a public hearing on October 14, 2026, and made a recommendation of denial to the City Council on October 28, 2026; and

DRAFT

WHEREAS, the City Council finds that R-3 is appropriate when considering the General Plan, citizens' comments, the surrounding development and land uses, and other factors (*§157.715 (A)(3));* and

WHEREAS, the City Council finds that the public convenience and necessity, public safety, health, and welfare are at issue and require action by the City as noted above;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF WEST HAVEN, UTAH, that the City Zoning Ordinance is changed and amended as follows:

Zoning Changes:

1. These described lands and premises within the boundaries of the City are re-zoned from **M-1 to R-3,** and the Zoning Map is amended to indicate:

Owners: ELB PROPERTIES LC
Parcel #: 080060075

Total Acreage Approx: 7.05 acres

LEGAL DESCRIPTION

PART OF THE SOUTH HALF NORTHEAST QUARTER OF SECTION 2,TOWNSHIP 5 NORTH, RANGE 2 WEST, STALT LAKE BASE AND MERIDIAN,U. S. SURVEY: BEGINNING AT THE SOUTHWEST CORNER OF SAIDNORTHEAST QUARTER AND RUNNING NORTH 450.00 FEET ALONG THEQUARTER SECTION LINE, THENCE EAST 1060 FEET MORE OR LESS TOTHE WEST LINE OF THE RIO GRANDE WESTERN RAILWAY RIGHT OF WAYTHENCE SOUTHWESTERLY ALONG SAID WEST LINE TO A POINT 85 FEETNORTHEASTERLY FROM THE QUARTER SECTION LINE, THENCENORTHWESTERLY 100 FEET THENCE SOUTHWESTERLY 160 FEET, TO THEQUARTER SECTION LINE, THENCE WEST 680 FEET MORE OR LESS ALONGSAID QUARTER SECTION LINE TO THE POINT OF BEGINNING. SUBJECT TO A ROAD RIGHT-OF-WAY ACROSS THE WEST 16.5 FEETTHEREOF. CONTAINING 9.12 ACRES, M/L. EXCEPT: PART OF THE SOUTH HALF OF THE NORTHEAST QUARTEROF SECTION 2, TOWNSHIP 5 NORTH, RANGE 2 WEST, SALT LAKEMERIDIAN, BEGINNING AT THE SOUTHWEST CORNER OF SAID NORTHEASTQUARTER AND RUNNING THENCE NORTH 00D36'14" EAST 20.00 FEET,THENCE SOUTH 89D56'44" EAST 574.04 FEET, THENCE NORTH35D41'55" EAST 329.71 FEET, THENCE SOUTH 54D02'56" EAST 165.16FEET TO THE WESTERN RIGHT OF WAY OF THE RIO GRANDE WESTERNRAILWAY, THENCE ALONG SAID RIGHT OF WAY LINE SOUTH 34D21'30"WEST 150.06 FEET, THENCE LEAVING SAID RIGHT OF WAY NORTH54D02'56" WEST 98.67 FEET, THENCE SOUTH 35D41'55" WEST 153.81FEET, THENCE NORTH 89D56'44" WEST 646.03 FEET TO THE POINT OFBEGINNING. (E# 2543791) LESS AND EXCEPTING: PART OF THE NORTHEAST QUARTER OFSECTION 2, TOWNSHIP 5 NORTH, RANGE 2 WEST,

DRAFT

OF THE SALT LAKEBASE & MERIDIAN, BEGINNING AT THE INTERSECTION OF THE GRANTORSNORTH PROPERTY LINE AND THE WESTERLY RIGHT OF WAY LINE OF RIOGRANDE WESTERN RAILWAY BEING LOCATED NORTH 00D36'14" EAST450.00 FEET ALONG THE WEST LINE OF SAID NORTHEAST QUARTER ANDSOUTH 89D56'46" EAST 1072.49 FEET FROM THE SOUTHWEST CORNER OFSAID NORTHEAST QUARTER RUNNING THENCE ALONG SAID RIGHT OF WAYLINE SOUTH 34D21'30" WEST 313.43 FEET THENCE NORTH 54D02'56"WEST 165.16 FEET, THENCE NORTH 35D41'55" EAST 199.44 FEET, THENCE SOUTH 89D56'46" EAST 194.21 FEET TO THE POINT OFBEGINNING.

2. The proposed concept plan has been adopted as part of this rezone petition in accordance with **§ 157.709.** Before any development occurs, the property owner must submit a complete site plan that complies with West Haven standards. Development of the site shall materially follow the proposals outlined in the adopted plan.

Section 2 - Repealer of Conflicting Enactments:

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

Section 3 - Prior Ordinances and Resolutions:

The body and substance of all prior Ordinances and Resolutions, with their specific provisions, where otherwise not in conflict with this Ordinance, are reaffirmed and readopted.

Section 4 - Savings Clause:

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

Section 5 - Date of Effect

BE IT FURTHER ORDAINED this Ordinance will become effective on the 4th day of November 2026 and after publication or posting as required by law.

DATED 4th day of November 2026.

DRAFT

WEST HAVEN, a municipal corporation

by: _____
Mayor Rob Vanderwood

Attested and recorded

_____
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 _____

DRAFT

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. 22-2026, entitled **"AN ORDINANCE OF THE CITY OF WEST HAVEN, UTAH REZONING CERTAIN PROPERTY WITHIN THE CITY FROM M-1 TO R-3, AMENDING THE ZONING MAP OF THE CITY; AND PROVIDING FOR AN EFFECTIVE DATE"** adopted and passed by the City Council of West Haven, Utah, at a regular meeting thereof on November 4, 2026 which appears of record in my office, with the date of posting or publication being November 4, 2026.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this 4th day of November 2026.

_____
Emily Green
City Recorder

DRAFT

ATTACHMENT A
Concept Plan

DRAFT

C:\Users\vtich\EDM Partners Dropbox\Projects\CW Urban Misc\WestHaven\Conceptual Site Plan 9.dwg

EDM Partners
2815 E 3300 S, Salt Lake City, UT 84109
(801) 305-4670 www.edmpartners.com

NORTH

SCALE: 1" = 40'

0 20 40 80 120

DEVELOPER:
COLE WEST

NOTES:

STATISTICS:

TOTAL AREA	7.17 ACRES
LOTS	72
DENSITY	10.0 DU/AC

DISCLAIMER:
ARTIST RENDERING ONLY. PLAN MAY BE ALTERED, OR CHANGED AT ANY TIME. IT IS FURNISHED MERELY AS A CONVENIENCE TO AID YOU IN LOCATING THE LAND INDICATED HEREON WITH REFERENCES TO STREETS AND OTHER LAND. NO LIABILITY IS ASSUMED BY REASON OF ANY RELIANCE HEREON.

INFORMATION SHOWN ON THIS PLAN IS CREATED FROM GIS DATA PROVIDED BY UTAH AGRC. IT IS NOT CREATED FROM LAND SURVEY INFORMATION AND IS USED TO IDENTIFY THE GENERAL LOCATION OF THE FEATURES SHOWN.

West Haven Hinkley

Conceptual Site Plan

PROJECT:
DRAWN BY: NMM
REVIEWED BY: PMD
REVISIONS:

No.	DATE	REMARKS

DATE: August 24, 2026

SHEET NUMBER: C-1

City Council
Staff Review Memo

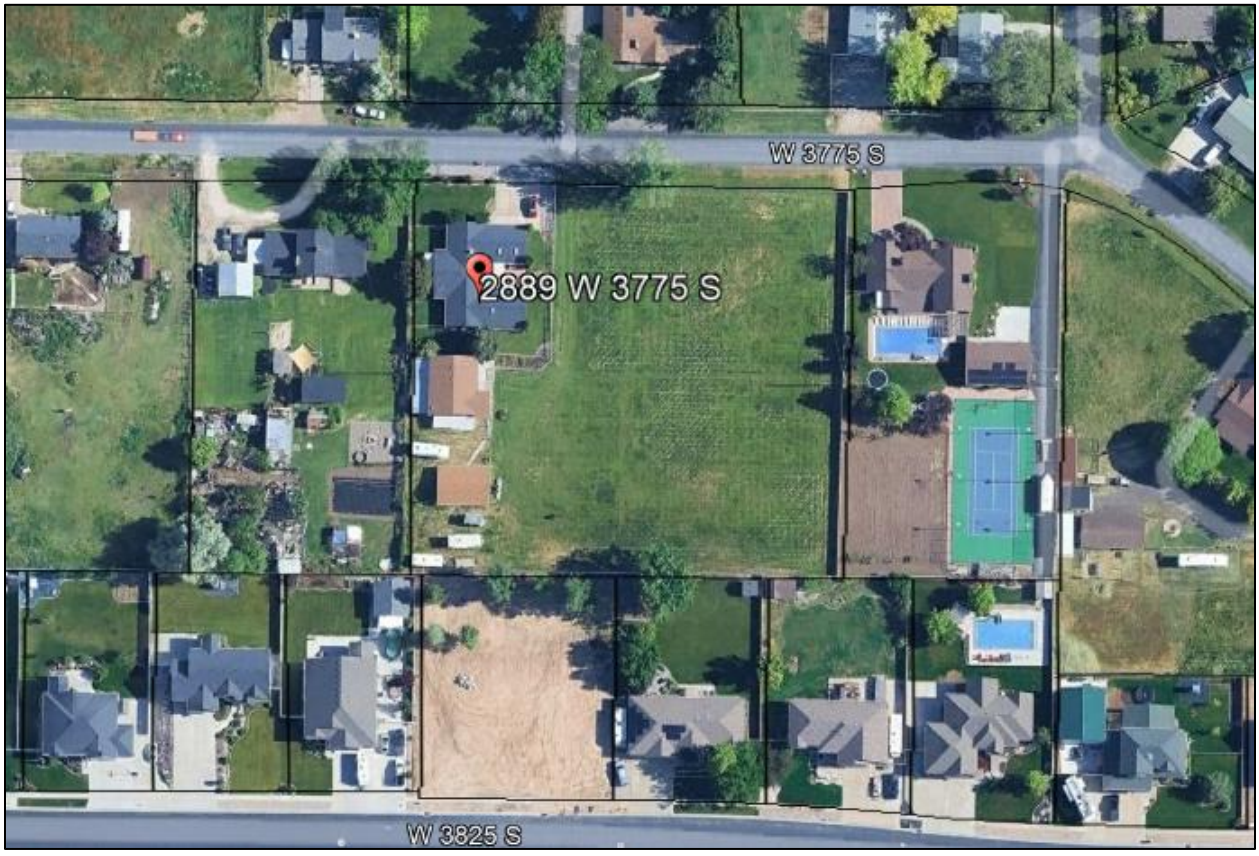
November 4, 2026

Damian Rodriguez, Planner

IMPROVEMENT WAIVER REVIEW

Request:	Waiver of curb and gutter improvements
Property Location:	Lot 7, 2889 West 3775 South
Property Zone:	A-1 Agricultural
Property Size:	2 acres
Applicant:	Thomas Creamer
Governing Document(s):	WHZC §156.050 and §156.041
Decision Type:	Administrative
Staff Recommendation:	Approve

Image 1: Site Aerial



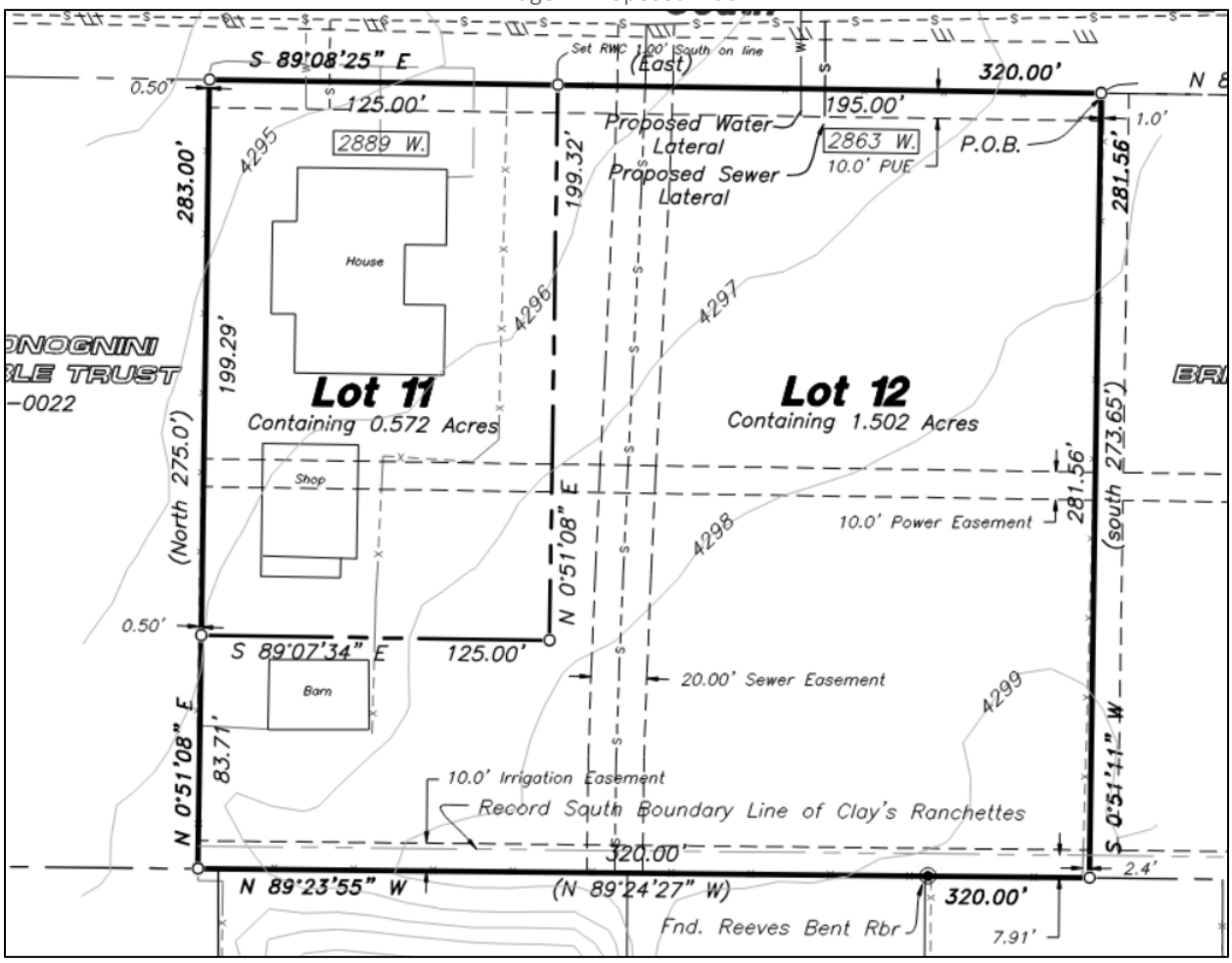
I. BACKGROUND

The applicant has proposed dividing Lot 7 of the Clay's Ranchettes Subdivision into two lots, Lots 11 and 12, as shown on the proposed plat, Image 2 below. Staff found the plat compliant with all applicable zoning and subdivision ordinance standards, except that the proposal lacks the required public improvements of sidewalk, curb, and gutter.

The Planning Commission reviewed the plat at its October 28 meeting, where it passed a motion to approve the amended plat with conditions. Additionally, the Commission waived the sidewalk improvement requirement, which is within that body's authority. By code, the City Council may waive the curb and gutter requirement only after a recommendation from the Planning Commission and City Engineer.

At their meeting on the 28th, the Planning Commission has provided a recommendation of approval of the requested waiver of curb and gutter improvements

Image 2: Proposed Plat



II. STAFF REVIEW

Staff's review of the proposal, as it pertains to the requirements of the West Haven Subdivision and Zoning Codes, is as follows:

§156.050 SUBDIVISION PLAT AMENDMENT

Through the Subdivision review process, staff found the proposal complies with all applicable standards and regulations of the zoning and subdivision ordinances, except for the lack of public right-of-way improvements. Staff found that the code-required conditions for a waiver of those improvements exist, and the Planning Commission agreed.

Subsection 156.091(E) of the Subdivision Ordinance allows for the City Council to waive requirements for curb and gutter on local roads, upon recommendation from the Planning Commission and City Engineer, when the following is true:

a. The road is in a primarily agricultural or rural area;
b. Runoff from a curb and gutter collection system could not easily be disposed of; or
c. The road is in an estate-type nature where the average lot width is 150' or more, and the average lot is 40,000 square feet or more.

Staff's review of the proposal, as it pertains to the prerequisite conditions, is as follows:

The road is in a primarily agricultural or rural area;

Finding: The block of West 3775 S in which the subject property is located is zoned entirely A-1 Agricultural, and the development of all properties is consistent with the land-use and development standards of that zone. The environment is primarily agricultural or rural.

Runoff from a curb and gutter collection system could not easily be disposed of;
or
The road is in an estate-type nature where the average lot width is 150' or more, and the average lot is 40,000 square feet or more.

Finding: Public improvements to handle stormwater runoff are not present at the site. Runoff from the curb and gutter, if required, would drain east or west down the road toward neighboring properties and would not easily be disposed of.

Regarding the disposal of runoff, the Public Works director provided the following feedback:

There haven't been any issues over at that site. Putting a curb in would create an issue.

The City Engineer has provided the following commentary in support of the waiver:

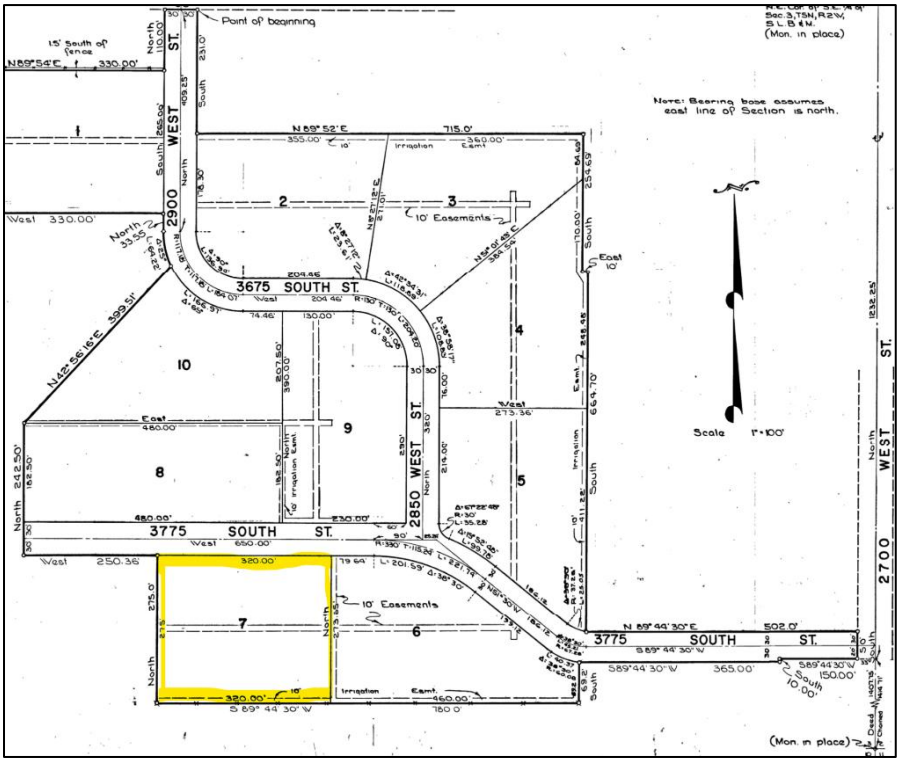
Based upon my review of the current conditions along the frontage of the property; the lack of other existing curb/gutter/sidewalk facilities within that

subdivision; the lack of noted or reported street drainage issues; and a realistic view that it is unlikely that adjacent parcels will be redeveloped in the future, I believe that the Applicant's request for a waiver from those requirements is supported and justified.

Additionally, the Clay's Ranchettes Lots are of an estate-type nature where the average lot width exceeds 150' and the average lot exceeds 40,000 square feet in size. See the recorded plat in Image 3 on Page 4. Both (b) and (c) prerequisite conditions are present.

Image 3: Street View (Google Earth), immediately west of the property, looking Eastward 7/2026

Image 3: Clay's Ranchettes Dedication Plat



III. RECOMMENDED ACTIONS

Based on the findings in Section II of this report, staff and the Planning Commission recommend **approving** the requested waiver of curb and gutter improvements adjacent to the proposed subdivision at 2889 West 3775 South.

IV. POSSIBLE MOTION ON CURB & GUTTER IMPROVEMENTS WAIVER

Approve: Motion to approve the requested waiver of curb and gutter improvements adjacent to the proposed subdivision, finding that the request is warranted and compliant with the waiver criteria of the subdivision ordinance.

Deny: Motion to deny the requested waiver of curb and gutter improvements adjacent to the proposed subdivision, finding that the request is not compliant with the waiver criteria of the subdivision ordinance.

West Haven Licensing and Permitting

Clay's Ranchettes First Amendment

07/30/2026 - 01/29/2028

Subdivision

General

Application Status

Under Review

Printed: 10/08/2026

Permit/License #

2622479

Reference Number

262fb100-8c2e-11f1-9fd5-416f5f0a74bd

Status

Active

Application Review Status

Pre-Review	Complete
Planning & Zoning	Complete
Engineering	Not Reviewed
Building	Complete
Fire	Complete
Public Works	Reviewing
Planning Commission	Not Reviewed
West Haven Special Service District	Not Reviewed
Final-Review	Not Reviewed

Date Submitted

07/30/2026

Fees

Amended Plat Fee	$200.00
Subtotal	**$200.00**
Processing Fee	**$7.00**
Total	**$207.00**
Amount Paid	**$207.00**
Total Due	**$0.00**

Payments

07/30/2026	Online	$200.00
Total Paid		**$207.00**

Application Form Data

(Empty fields are not included)

Application Type

Amended Plat

First Name
Thomas

Last Name
Creamer

Contact Email
[redacted]

Contact Phone
[redacted]

Mailing Addres
2889 West 3775 South

City
West Haven

State
UT

Zip Code
84401

Is the applicant the property owner?
Yes

Owner Name
THOMAS H & LORRIE L CREAMER REVOCABLE LIVING TRUST

Owner Email
[redacted]

Owner Phone
[redacted]

Address
2889 West 3775 South

City
West Haven

State
UT

Zip Code
84401

Subdivision Name

Clay's Ranchettes First Amendment

Project Address

2889 West 3775 South

Parcel Number(s)

080330020

Property Zone (select all that apply)

A-1

Total Number of Lots or Units

1

Surveyor/Engineer Name

Greg Hansen

Signature

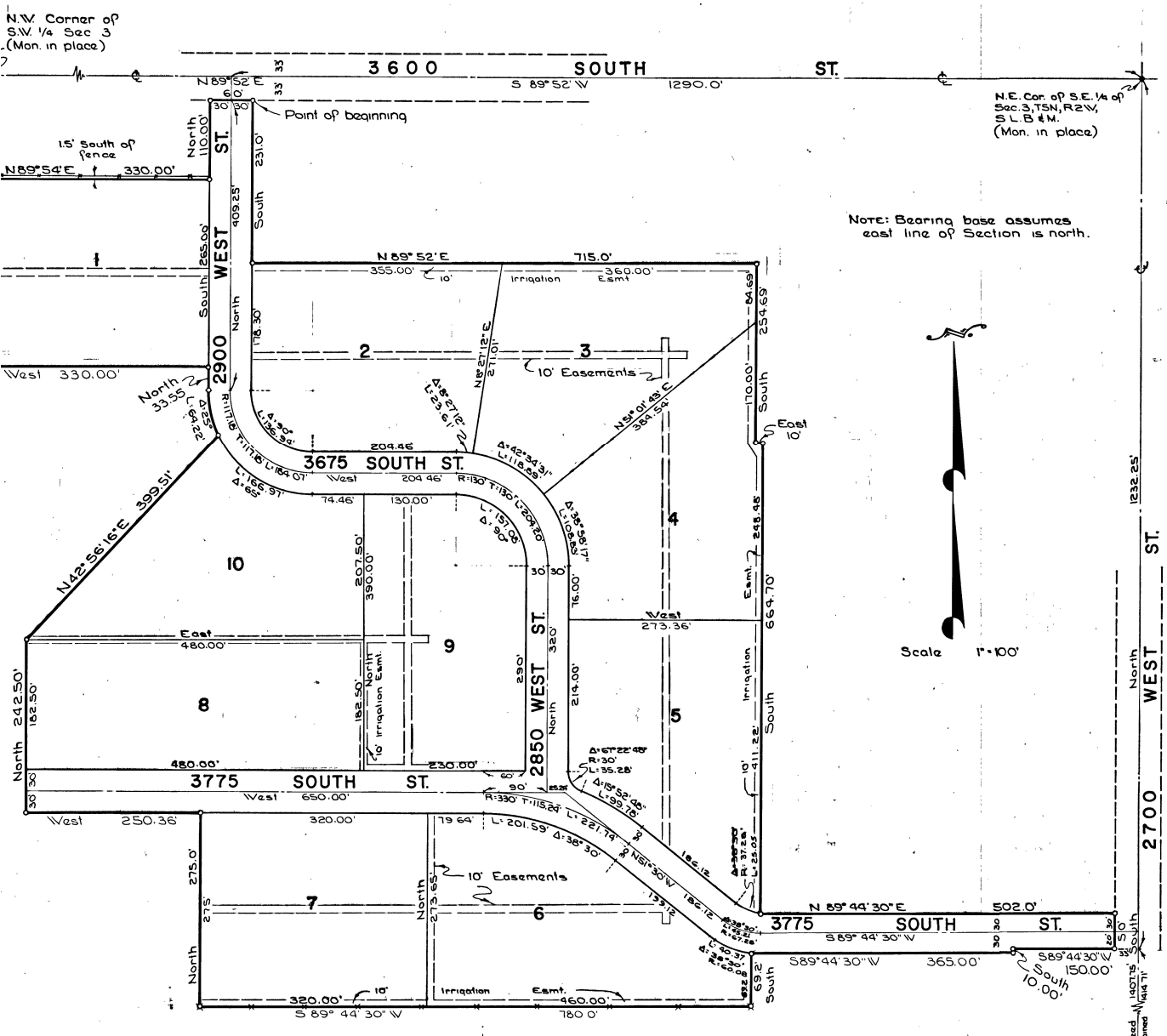
I agree that the facts stated in this application are true, and upon changes I will provide notification as needed.

Electronically Signed

Thomas H Creamer - 07/30/2026 9:48 am

CLAY'S RANCHETTES

PART OF S.E.1/4 OF SECTION 3, T5N, R2W, S.L.B.&M.
WEBER COUNTY, UTAH



OWNER'S DEDICATION

The undersigned owners of the foregoing described tract of land do hereby set apart and subdivide the same into lots and streets and utility easements as shown on the above and foregoing plat thereof, which is hereby made a part hereof, and assign to the lands included in said plat the name of Clay's Ranchettes

The undersigned owners further hereby dedicate, grant and convey to Weber County all those parts or portions of said tract of land designated on said plat as streets, the same to be used as public thoroughfares forever and grant and dedicate a perpetual right-of-way and easement over and under the land designated on this plat as public utility easements, the same to be used for the installation, maintenance and operation of public utility service lines as may be authorized by Weber County.

Benton M. Clay & wf. Isabella M. Clay
Benton M. Clay & wf. Isabella M. Clay

Security Title Co. by: Fred H. Glissmeyer Pres.
of Ogden Fred H. Glissmeyer Pres.

H.D. Pippin & wf. Jennie Pippin
H.D. Pippin & wf. Jennie Pippin

BOUNDARY DESCRIPTION

A part of the S.E. 1/4 of Section 3, T5N, R2W., S.L.B.&M. U.S. Survey. Beginning at a point S89°52'W 1260.00 ft. and South 33.00' ft. from the N.E. cor. of said S.E. 1/4 of Section 3, said point being on the South Right-of-Way line of 3600 South Street, running thence South 231.00' ft., thence N89°52'E 715.00' ft., thence South 254.69' ft., thence East 10.00' ft., thence South 664.70' ft., thence N89°44'30"E 502.00' ft. to the west line of 2700 West Street, thence along said line South 50.00' ft., thence S89°44'30"W 150.00'ft., thence So. 10.00 ft., thence S89°44'30"W 365.00 ft., thence So. 69.2 ft., thence S89°44'30"W 780.00 ft. thence No. 275.00 ft., thence West 250.36 ft., thence North 242.50' ft., thence N42°56'16"E 399.51' ft., thence along a regular 147.18' ft. radius curve to the right for an arc length of 64.22' ft., thence North 33.55' ft., thence West 330.00 ft., thence North 264.42' ft., to the South Right-of-Way line of the Layton Canal Co., thence N89°54'E 330.00' ft. along said R.O.W. line, thence North 110.00' ft. to the South line of 3600 South St., thence N89°52'E along said line 60.00' ft. to the point of beginning.

ACKNOWLEDGEMENT

State of Utah } ss
County of Weber }

On this 2nd day of August, 1965, personally appeared before me Benton M Clay & wf. Isabella M. Clay, signers of the above instrument who duly acknowledged to me that they executed the same.

Larry M. Buttars
Notary Public

State of Utah } ss
County of Weber }

On this 17th day of September 1965, personally appeared before me H.D. Pippin & wf. Jennie Pippin, signers of the above instrument who duly acknowledged to me that they executed the same.

Larry M. Buttars
Notary Public

BY: GREAT BASIN MAPPING & SURVEYING
CIVIL ENGINEERS —— LAND SURVEYORS
OGDEN, UTAH

SURVEYOR'S CERTIFIC

I, Jay R. Anderson, a professional ... or in the State of Utah, do hereby ... the foregoing plat of Clay's Ran... in Weber County, Utah, has been co... to the designated scale and is a true ... representation of the foregoing des... lands included in said subdivision, b... compiled from records of the Web... Recorders Office and of a surve... the ground.

Date 5/27/65 Jay R. Anderson

COUNTY SURVEYOR

I hereby certify that I have careful... iqated the lines of survey of the ... plat and legal description of the lan... therein, and found them to be correc... ree with the lines and monuments ... in this office, and hereby approve... this 1 day of OCTOBER, 1965

Granger Pett
County Surveyor

PLANNING COMMIS

The Weber County Planning Comm... by certifies that the foregoing plat ... tion of Clay's Ranchettes was ... by said Commission this 13 day of ... 1965.

Acting Chairman

COUNTY ATTORNEY

I have examined the proposed plat ... Ranchettes and in my opinion it co... the County Ordinances applicable ... now in force and effect.

Sept 28, 1965 date
County Attorn...

COUNTY COMMISSIONI

This is to certify that this plat and ... of Clay's Ranchettes in said Coun... approved and accepted by the Co... missioners of Weber County, Uta... day of October, 1965

Clerk
Chairman

ACKNOWLEDGEMENT

State of Utah } ss
County of Weber }

On this 2 day of August, 1965 ... appeared before me Fred H. Glissm... being by me duly sworn did say th... Pres. of Security Title Co. of Ogden, a ... and that the above instrument was ... behalf of said corporation, by auth... resolution of its Board of Direct... Fred H. Glissmeyer duly acknowle... that said corporation executed the...

Notary Public

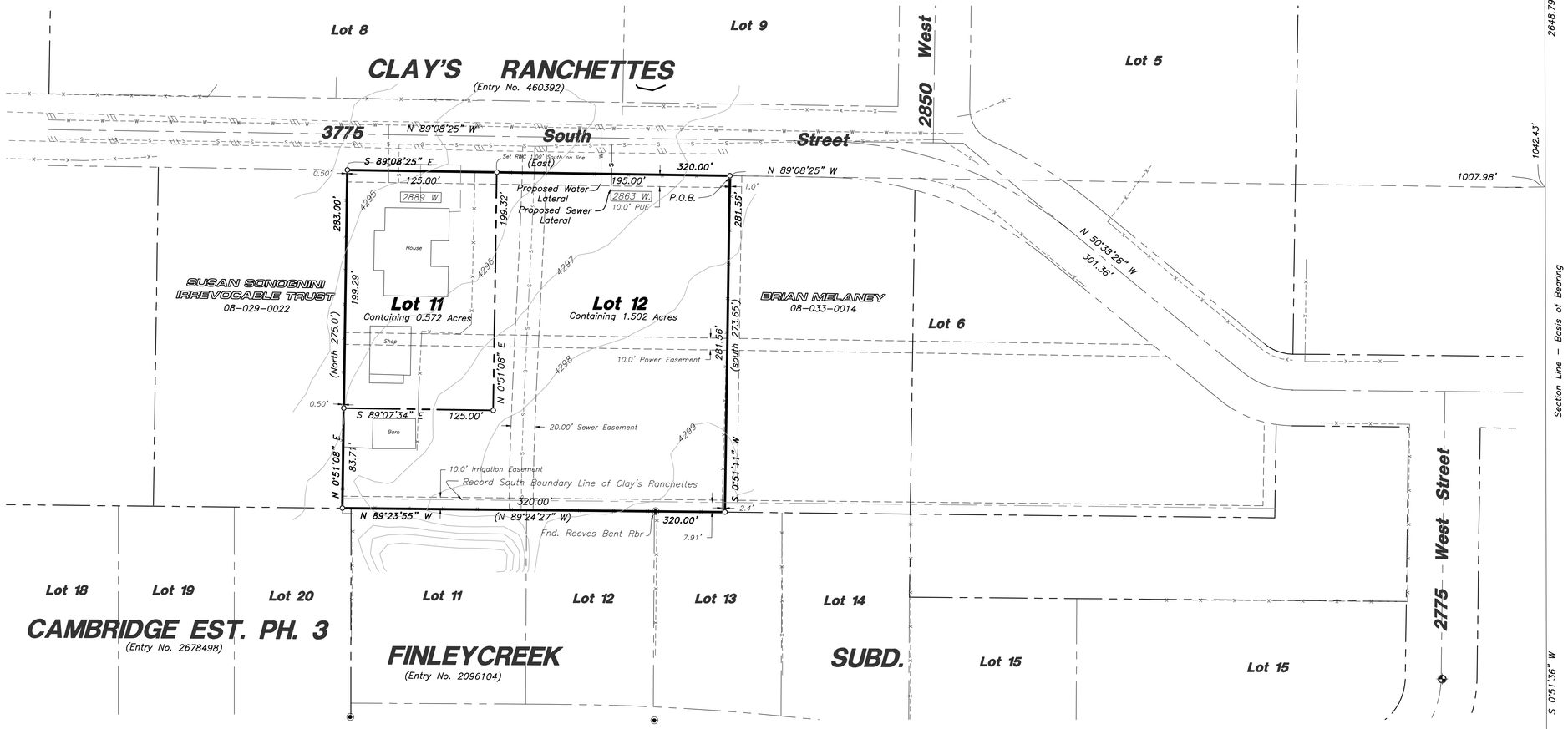
460392

FILED AND ... SECURITY ...
1965 OCT 6 ...
IN BOOK 15 ...
RUTH EA...
WEBER COUN...
DEPUTY ...

Clay's Ranchettes First Amendment

Amending Lot 7

West Haven City, Weber County, Utah
A Part of the Southeast Quarter of Section 3,
Township 5 North, Range 2 West of the Salt Lake Base and Meridian.
July 2026



SURVEYOR'S CERTIFICATE

I, K. Greg Hansen, do hereby certify that I am a Registered Professional Land Surveyor in the State of Utah in accordance with Title 58, Chapter 22, Professional Engineers and Land Surveyors Act: and I have completed a Survey of the property described on this plat in accordance with Section 17-73-504 and have verified all measurements, and have placed monuments as represented on this plat, and have hereby Amended and Subdivided said tract into two (2) Lots, know hereafter as Clay's Ranchettes First Amendment located in West Haven City, Weber County, Utah, and has been correctly drawn to the designated scale and is true and correct representation of the herein described lands included in said Subdivision, based upon data compiled from records in the Weber County Recorder's Office and from said survey made by me on the ground.

Signed this 22nd day of September, 2026.

K. Greg Hansen P.L.S.
Utah Land Surveyor License No. 167819

REGISTERED LAND SURVEYOR 167819 K. GREG HANSEN STATE OF UTAH

SUBDIVISION BOUNDARY DESCRIPTION

A PART OF THE SOUTHEAST QUARTER OF SECTION 3, TOWNSHIP 5 NORTH, RANGE 2 WEST OF THE SALT LAKE BASE AND MERIDIAN.

ALL OF LOT 7, CLAY'S RANCHETTES, FILED AS ENTRY NO. 460392 IN THE FILES OF THE WEBER COUNTY RECORDER MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 7, BEING A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF 3775 SOUTH STREET LOCATED 1042.43 FEET SOUTH 00°51'36" WEST ALONG THE EAST LINE OF SAID SOUTHEAST QUARTER AND 1007.98 FEET NORTH 89°08'25" WEST FROM THE EAST QUARTER CORNER OF SAID SECTION 3;

RUNNING THENCE AROUND THE BOUNDARY OF SAID LOT 7 THE FOLLOWING FOUR (4) COURSES; (1) SOUTH 00°51'11" WEST 281.56 FEET (SOUTH 273.65 FEET TO THE NORTH BOUNDARY LINE OF FINLEYCREEK SUBDIVISION, FILED AS ENTRY NO. 2096104 IN THE FILES OF THE WEBER COUNTY RECORDER; (2) NORTH 89°23'55" WEST (NORTH 89°24'27" WEST BY RECORD) 320.00 FEET; (3) NORTH 00°51'08" EAST 283.00 FEET (NORTH 275.0 FEET BY RECORD) TO SAID SOUTH RIGHT-OF-WAY LINE; AND (4) SOUTH 89°08'25" EAST (EAST BY RECORD) 320.00 FEET TO THE POINT OF BEGINNING.

CONTAINING 2.074 ACRES.

OWNER'S DEDICATION AND CERTIFICATION

KNOW ALL MEN BY THESE PRESENTS THAT WE, THE UNDERSIGNED OWNERS OF THE ABOVE DESCRIBED TRACT OF LAND, HAVING CAUSED THE SAME TO BE SUBDIVIDED INTO LOTS AS SHOWN AND DESCRIBED HEREON, AND NAME SAID TRACT CLAY'S RANCHETTES FIRST AMENDMENT AND HEREBY DEDICATE, GRANT AND CONVEY TO THE PUBLIC AND WEST HAVEN CITY, WEBER COUNTY, UTAH, ALL THOSE CERTAIN STRIPS OF LAND SHOWN AS PUBLIC UTILITY EASEMENTS, THE SAME TO INCLUDE PROVISION FOR IRRIGATION, SECONDARY WATER AND DRAINAGE PURPOSES, THE SAME TO BE USED FOR THE ACCESS, INSTALLATION, MAINTENANCE AND OPERATION OF UTILITY SERVICE LINES AND DRAINAGE ASPECTS. WE HEREBY DECLARE THE PLAT NOTES SHOWN HEREON TO BE EFFECTIVE AND BINDING.

IN WITNESS WE HAVE HERE UNTO SET OUR SIGNATURE THIS_____DAY OF_____, 2026.

THOMAS H. CREAMER - TRUSTEE OF THE THOMAS H. AND LORRIE L. CREAMER REVOCABLE LIVING TRUST DATED DECEMBER 15, 2021.

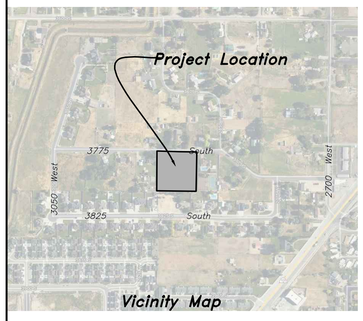
LORRIE L. CREAMER - TRUSTEE OF THE THOMAS H. AND LORRIE L. CREAMER REVOCABLE LIVING TRUST DATED DECEMBER 15, 2021.

TRUST ACKNOWLEDGMENT

STATE OF UTAH)
§
COUNTY OF WEBER)

ON THIS_____DAY OF_____, 2026, THOMAS H. CREAMER AND LORRIE L. CREAMER, TRUSTEES OF THE THOMAS H. AND LORRIE L. CREAMER REVOCABLE LIVING TRUST DATED DECEMBER 15, 2021, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC IN AND FOR SAID COUNTY OF WEBER, IN THE STATE OF UTAH, THE SIGNERS OF THE ATTACHED OWNERS DEDICATION, TWO IN NUMBERS, WHO DULY ACKNOWLEDGED TO ME THEY SIGNED IT FREELY AND VOLUNTARILY AND FOR THE PURPOSE THEREIN MENTIONED ON BEHALF OF SAID TRUST.

STATE OF UTAH NOTARY PUBLIC_____
COMMISSION NUMBER _____
NOTARY PRINTED NAME _____
MY COMMISSION EXPIRES _____



NOTE:

1 - ALL PUBLIC UTILITY EASEMENTS (P.U.E.) ARE 10.0 FOOT WIDE UNLESS OTHERWISE NOTED.

2 - REBAR AND CAP SET ON ALL LOT CORNERS.

3 - CULINARY WATER PROVIDED BY TAYLOR WEST WEBER WATER CO.

4 - SEWER PROVIDED BY CENTRAL WEBER SEWER IMPROVEMENT DISTRICT.

NARRATIVE

The Purpose of this survey was to establish and set the property corners of the 2 lot amended subdivision as shown and described hereon. This amendment is dividing Lot 7 of the Clay's Ranchettes subdivision into two lots. This Survey was ordered by tom Creamer. The south boundary line of said Clay's Ranchetts falls about 8.0' north of the north line of the Finleycreek Subdivision. This survey used the north boundary line of said Finley Creek Subdivision which fits in harmony with the existing occupation lines in the area. The control used to establish the property corners was the existing Weber County Surveyor Monumentation surrounding Section 3, Township 5 North, Range 2 West, S.L.B.&M. The basis of bearing is the east line of the Southeast Quarter of said Section which bears South 0°51'36" West, Utah North, State Plane, Calculated N.A.D.83 Bearing.

Legend

- Subject Property Line
- Interior Lot Line
- Secondary Property Line
- Centerline
- Easement/Right-of-Way Line
- Section Line
- Existing 5.0' Contour
- Existing 1.0' Contour
- Fence Line
- Water Line Existing
- Sewer Line Existing
- Power Line Existing
- Gas Line Existing
- Fiber Optic Line Existing
- Edge of Asphalt Paving
- Telephone Pedestal
- Fire Hydrant
- Water Meter
- Water Valve
- Sewer Manhole
- Power Pole
- Set 24"x5/8" Rebar with Cap
- Found rebar set by others
- Street Monument
- Section Corner

Scale: 1"= 50'
0 50 100
Scale in Feet
(Data in Parentheses is Record)

SANITARY SEWER AUTHORITY APPROVAL

This is to certify that this plat has been reviewed and is hereby approved and accepted by the Board of Directors of the West Haven Special Service District, Utah, this ____ day of_____, 2026.

Chairman, Board of Directors
West Haven Special Service District

Developer:
Tom Creamer
2889 W 3775 S
West Haven, UT 84401
801-695-3574

HANSEN & ASSOCIATES, INC.
Consulting Engineers and Land Surveyors
538 North Main Street, Brigham, Utah 84302
Visit us at www.haies.net
Brigham City (435) 723-3491 Ogden (801) 399-4905 Logan (435) 752-8272
Since 1957

26-3-153 26-3-153v23 creamer.dwg 07/27/26 kgh

WEST HAVEN ENGINEER

I hereby certify that I approve the required improvement standards and drawings for this subdivision and the amount of financial guarantee for these improvements. Signed this_____day of _____,2026.

Signature

WEST HAVEN PLANNING COMMISSION ACCEPTANCE

This is to certify that this subdivision plat was duly approved by the West Haven City Planning Commission on the _____day of_____ 2026.

Chairman, West Haven Planning Commission

WEST HAVEN CITY ACCEPTANCE

This is to certify that this subdivision plat and the dedication and financial guarantee of public improvements thereon are hereby accepted by the West Haven City Council. Signed this day of _____2026.

Mayor

Attest

WEST HAVEN CITY ATTORNEY

I have examined this subdivision plat and in my opinion it conforms with the City Ordinance applicable thereto and now in force and affect. Signed this ___ day of _____, 2026.

City Attorney

COUNTY RECORDER

ENTRY NO._____ FEE PAID _____FILED FOR RECORD AND RECORDED _____, AT _____ IN BOOK_____ OF OFFICIAL RECORDS, PAGE _____

COUNTY RECORDER

BY _____
DEPUTY

N:\2026\26-3-153 Tom Creamer\Drawings\26-3-153r23 Creamer.dwg, 9/22/2026 9:04:43 AM, DWG To PDF.pc3

STAFF REPORT

TO: Mayor and City Council

FROM: Shawn Warnke, City Manager

DATE: November 4, 2026

SUBJECT: Resolution on RAMP Grants 2026

Proposed Barn Community Center Upgrades

City staff identified one other possible RAMP Grant project that would upgrade the Barn Community Center: 1) transitioning the Barn's floors from a sealed floor with a separate top film coating to polished concrete, and 2) installing acoustic panels to help attenuate sound. The acoustic panels are budgeted for FY 2027; however, if they are installed on the ceiling, as City staff recommends to preserve the facility's aesthetics, the installation will require a more specialized crew and may cost more. For this reason, we considered including the project in a RAMP Grant application and completing both projects concurrently. For more information on the concrete floor polishing, please see Exhibit A of the draft Resolution.

Background

In the coming months, Sheri Bingham, the City's Grant Coordinator, will prepare and submit RAMP Grant projects. The Arts and Museum Grant and the Parks and Recreation Grants are due in January 2027, and EZ Grants are due in March 2027. Weber County awards RAMP grants each year in the following categories:

- Major Grant - Parks and Recreation and Arts and Museums. These grants are for $200,000 or more. West Haven City is not eligible to submit a grant application until the City completes Windsor Park, for which the City received a $500,000 RAMP Grant in 2026. Windsor Park is scheduled to be completed in the fall of 2027.

- 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 $3,500.

On October 21, 2026, the City Council reviewed excerpts from the strategic plan regarding possible park projects suitable for RAMP Grant consideration. Following this discussion, the Council shortlisted several projects, which are included in the attached draft resolution.

Resolution No. 43-2026

RESOLUTION OF WEST HAVEN CITY AUTHORIZING THE CITY MANAGER TO SUBMIT GRANT APPLICATIONS FOR RAMP FUNDING; AUTHORIZING THE CITY MAYOR TO SIGN THIS RESOLUTION AND FOR THE CITY MANAGER TO SIGN THE GRANT APPLICATIONS AND ANY OTHER DOCUMENTS ON BEHALF OF THE CITY; AND PROVIDING FOR AN EFFECTIVE DATE.

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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 applying for grants; and

WHEREAS, Weber County makes grant money available through RAMP for community betterment; and

WHEREAS, the City has applied for and successfully received RAMP grants in the past and has used those grant monies for the betterment of the City; and

WHEREAS, the City Council now desires to authorize the Grant Coordinator to prepare for the City Manager's review and signature and thereafter submit RAMP grant applications for RAMP funding from Weber County; and

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

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

SECTION II. AUTHORIZATION:

1. That the City Council has reviewed proposals for grant applications for RAMP funding through Weber County. The Council hereby authorizes the Grant Coordinator to prepare for the City Manager's review and signature and thereafter submit RAMP grant applications for the following projects:

Major Grants

- None; West Haven City is not eligible to submit a grant application until the City completes Windsor Park, for which the City was granted $500,000 for RAMP Grants in 2026. Windsor Park is scheduled to be completed in the fall of 2027

Arts & Museum Grants

- Public Art Mural Project (see Exhibit A for additional information)
- West Haven City Days Concert & Rodeo
- Arts Festival

Parks & Recreation Grants

- Picnic Tables for Poulter Pond, Prevedel Park, and Staker Park Pavilion & Benches for County Park (see Exhibit A for additional information)
- Stonefield Park Placemaking Upgrades (see Exhibit A for additional information)
- Tuscan Park Placemaking Upgrades (see Exhibit A for additional information); **or**
- The Barn Community Center Upgrades

EZ Grants

- Solar System Trail Upgrades
- City Park Signage
- To be determined in the future either by the Mayor, City Council, or City Staff

2. That the City Manager is authorized to sign any and all documents necessary to effect these grant applications, including signing the grant applications themselves.

3. That the Mayor is authorized to sign this Resolution.

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

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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 4th day of November 2026.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WEST HAVEN CITY, STATE OF UTAH, on this 4th day of November 2026.

WEST HAVEN CITY

_____
Mayor Rob Vanderwood

ATTEST:

_____
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 _____

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EXHIBIT A

Project: Public Art (Wall Mural at the Country Park)

Estimated Cost: $45,000 **Funding Source:** Unreserved Fund Balance and RAMP Grant

Fiscal Year: **Location:** Country Park Salt Shed

Account Code: 10-4627 Beautification Committee (Wall Mural).

Description: The Beautification Committee has identified creating a mural as a beautification project it would like to facilitate. This recommendation to create a mural is consistent with West Haven City Ordinance § 32.06 (1), which identifies the Beautification Committee's duties to advise, evaluate, and recommend to the City Council and the City Manager projects designed to maintain and improve the appearance of public areas within the City; and (2) (c) to make recommendations for beautification projects to be carried out during the spring and summer months.

Public art creates a sense of place, beautifies a public space, and can become a beloved symbol of the community. For prominent locations, the Beautification Committee wishes to hire a professional artist of high artistic merit to create the mural. A professional artist can complete a mural in a reasonable amount of time, 7– 14 days.

Other options for less visible locations include hiring a professional artist to lead the community in creating a public art piece. The professional artist creates the artwork outline and directs participating community members to paint within the blocked-out fields. This approach in creating public art creates artwork that might be less detailed and perhaps have less artistic merit, but can create a greater sense of community through engaging the public. This approach may be an excellent option for a less visible location.

Councilperson Saunders, a talented artist, directed such an effort when he oversaw the creation of the 20-year commemorative 911 mural in the 4000 South underpass. Below are some pictures of the process and the final artwork. Councilperson Saunders can share additional insight into the project outcomes.

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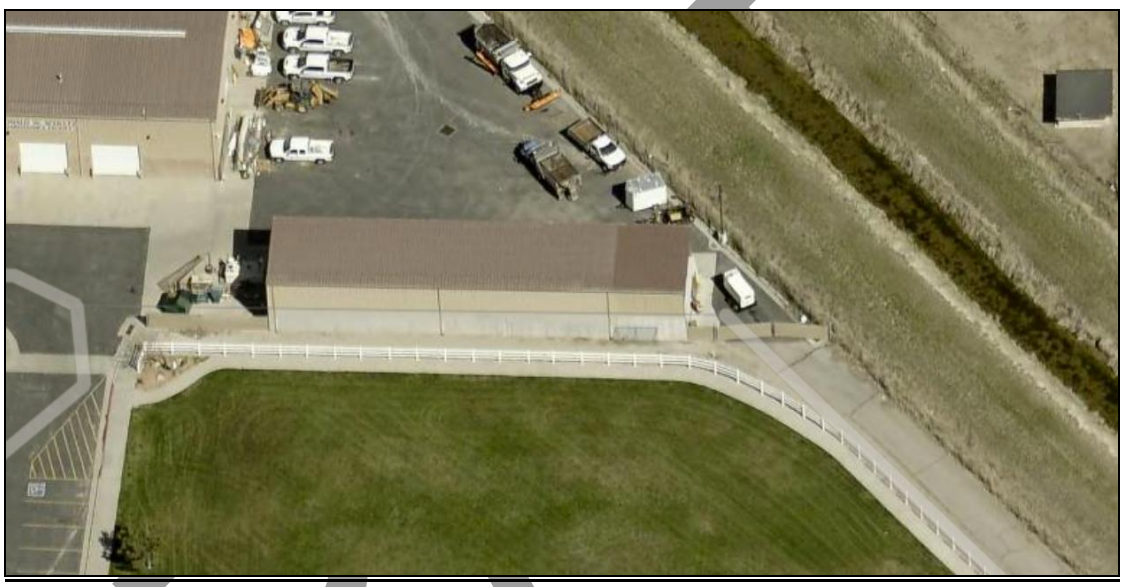
In the coming months, the Beautification Committee would like to propose a mural and have Sheri Bingham prepare an Arts & Museum RAMP grant application to fund it. In proposing a mural, the Beautification Committee will identify locations for the mural, the approach (professional artist creating or facilitating the mural with public involvement), and the possible subject of the mural.

In preliminary discussions at a Beautification Committee meeting, the Committee suggested locations that included the underpass on 4000 South and the back of the salt sheds at the Public Works Complex (approximately 125' in length), as shown in the picture below.

Depending on size and complexity, professional wall murals can range from $25,000 to $45,000. Costs for creating a mural include wall preparation, renting a man lift, painting supplies, and artist fees.



Project: Picnic Tables for Poulter Pond, Prevedel Park, and Staker Park Pavilion & Benches for County Park.

Estimated Cost: $45,000 **Funding Source:** Unreserved Fund Balance and RAMP Grant

Fiscal Year: **Location:** Poulter Pond, Prevedel Park, and Staker Park

Account Code:

Description: The Parks Department needs to purchase picnic tables for Staker Park, the completed pavilion at Prevedel Park, and the pavilion soon to be constructed at Poulter Pond. Currently, none of these park pavilions has picnic tables. In total, the Parks Department wants to purchase 16 picnic tables between the three sites distributed as follows:

- Poulter Pond Pavilion – 6 picnic tables
- Prevedel Park Pavilion – 6 picnic tables
- Staker Park Pavilion – 4 picnic tables

Picnic tables are estimated to cost about $2,500 each, with freight at $5,000 for all 16 tables. As such, these picnic tables are estimated to cost $ 45,000 ($2,500 x 16 = $40,000 + $5,000 for freight).

Additionally, the Parks Department would like to purchase two additional benches for installation at the Country Park, along with the purchase and installation of benches for Poulter Pond (see the

narrative titled Poulter Pond Benches in subsection 13-4532 Parks CP- GF Impact Fee for more information). Six-foot steel benches with the City logo incorporated into the back are estimated to cost $1,700, including freight. As such, these benches are estimated to cost $3,400 (2 x $1,700 = $3,400).

Project: Tuscan Park Placemaking Upgrades

Estimated Cost: **Funding Source:** Park Impact and possible RAMP Grant

Fiscal Year: To be determined (TBD) **Location:** Tuscan Park

Account Code: 13-4532 Parks Capital Project- GF Impact Fees and possible 13-4534 Parks Capital Project- Grants

Description: The Tuscan Park is located at 2125 West 3100 South and is 3 acres in size. Amenities include a large grassy area, a play structure with a wood-chip base, a small fenced dog park, a covered pavilion with two picnic tables, benches, and a small parking lot. Tuscan Park serves as a midpoint for the City's trail system. It also serves as the starting point for the Solar System Trail. The proposal is to install a restroom below using a prefabricated structure currently located in several City parks, as shown in the image. The image below also shows the location of existing sewer lines. The park currently has no restrooms. The current challenge for this Park is maintaining the dog park feature.

As stated elsewhere in this Plan, the City's long-term objective is to enhance existing public spaces through placemaking. Placemaking is a collaborative process that involves designing, building, and maintaining public spaces to enhance people's experiences. The goal is to create places that are more accessible, active, and attractive for people. These placemaking elements and principles create a sense of connection and attachment between people and their environment and attract people to public spaces.

To support the City in this placemaking effort, it intends to engage a Landscape Architect to evaluate the current park system and identify any placemaking deficiencies at both the system and park levels. Once the Landscape Architect identifies these deficiencies, it will help program and design the missing placemaking elements.

To initiate the Placemaking evaluation process and allocate funds to this Capital Improvement Plan, City staff identified the following deficiencies at *Tuscan Park.* The final determination of improvements will be made in consultation with the Landscape Architect. Identified Placemaking improvements include the following:

1 Year Plan
- $125,000 Restroom Facility
- $2,500 Central Irrigation Control
- $5,000 Park Benches (5 benches)

TOTAL

3 Year Plan
- $31,500 Three Pocket Pavilion

TOTAL

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Project: Stonefield Park Placemaking Upgrades

Estimated Cost: **Funding Source:** Park Impact and possible RAMP Grant

Fiscal Year: To be determined (TBD) **Location:** Stonefield Park

Account Code: 13-4532 Parks Capital Project- GF Impact Fees and possible 13-4534 Parks Capital Project- Grants

Description: Stonfield Park, located at 4500 South and 4700 West, is 6.32 acres in size. Amenities include an open grass area suitable for football, gravel parking, a playground, a pavilion, and restrooms. This playground is smaller in scale and most likely rated for 2-12-year-olds, with wood chips surrounding it to provide fall protection. Picnic tables are located under the pavilion and near the restrooms, which are accessible from the parking lot via a sidewalk. The park's current challenge is outdated playground equipment.

As stated elsewhere in this Plan, the City's long-term objective is to enhance existing public spaces through placemaking. Placemaking is a collaborative process that involves designing, building, and maintaining public spaces to enhance people's experiences. The goal is to create places that are more accessible, active, and attractive for people. These placemaking elements and principles create a sense of connection and attachment between people and their environment and attract people to public spaces.

To support the City in this placemaking effort, it intends to engage a Landscape Architect to evaluate the current park system and identify any placemaking deficiencies at both the system and park levels. Once the Landscape Architect identifies these deficiencies, it will help program and design the missing placemaking elements.

To initiate the Placemaking evaluation process and allocate funds to this Capital Improvement Plan, City staff identified the following deficiencies for *Stonefield Park.* The final determination of improvements will be made in consultation with the Landscape Architect. Identified Placemaking improvements include the following:

1 Year Plan

- $150,000 Asphalt walking path
- $31,500 Pocket Pavilions (3 pavilions)

DRAFT

- $5,000 Tree Planting
- $5,000 Park Benches (5 benches)
  TOTAL

3 Year Plan
- $150,000 Updated playground equipment
- $5,000 Central control for irrigation
- $#### Hard-Surface Parking
  TOTAL

Project: Barn Community Center Upgrades

Estimated Cost: **Funding Source:** Park Impact and possible RAMP Grant

Fiscal Year: To be determined (TBD) **Location:** Barn Community Center

Account Code: 13-4532 Parks Capital Project and 13-4534 Parks Capital Project- Grants

Description: The Barn Community Center has been well received and widely used. As of October 29, 2026, the Barn Community Center had 36 Google Reviews with an average rating of 4.8 stars. According to ChatGPT, a Google Review rating of 4.5 stars or higher is considered excellent, provided it is backed by a sufficient number of reviews (e.g., 30 or more). The Barn Community Center is the premier gathering space in West Haven City and surrounding communities, and its nonstop calendar creates unique challenges that require further improvements.

Two upgrades for the Barn include: 1) transitioning the Barn's floors from a sealed floor—a separate top film coating—to polished concrete, and 2) installing acoustic panels to improve sound attenuation. The acoustic panels are budgeted for FY 2027; however, if the panels are installed on the ceiling, as City staff recommends to preserve the facility's aesthetics, a more specialized crew is needed.

Polished Concrete Flooring. Weekends and weeknights alike, the facility transitions between diverse gatherings, hosting everything from weddings and receptions to milestone birthday parties, baby showers, family events, and casual gatherings. While this high usage reflects the center's vital role in the community, it has also taken a noticeable toll on the building's floors. Constant foot traffic, high heels, and the tables, chairs, furniture, and fixtures brought in for events (see images below) have left the surfaces marred by scuffs, deep scratches, and worn finishes (see images below).

Currently, the Barn Community Center has a sealed floor—a separate top film coating over the concrete that is prone to scratching, peeling, or chipping under heavy foot traffic. Because the Barn Community Center sees heavy, diverse use, floor professionals recommend transitioning to polished concrete, which relies on the hardened, refined concrete itself to resist abrasion and wear. Polishing a concrete floor transforms the slab into a dense, smooth, reflective wear surface through mechanical diamond grinding and chemical densification, rather than applying a topical film coating. This process eliminates the need to periodically strip, re-coat, or replace a deteriorating surface film, making it a more durable, low-maintenance, and long-term cost-effective choice for residential and commercial spaces.

Some of the quotes the City has received describe the concrete floor polishing process as including aggressive metal-bond diamond grinding to smooth the floor, followed by applying a Lithium Concrete Hardener & Densifier. After the concrete is densified, the contractor will diamond polish the floor to a high grit. The high-grit diamond finish leaves a smooth, dense surface. The contractor will then apply

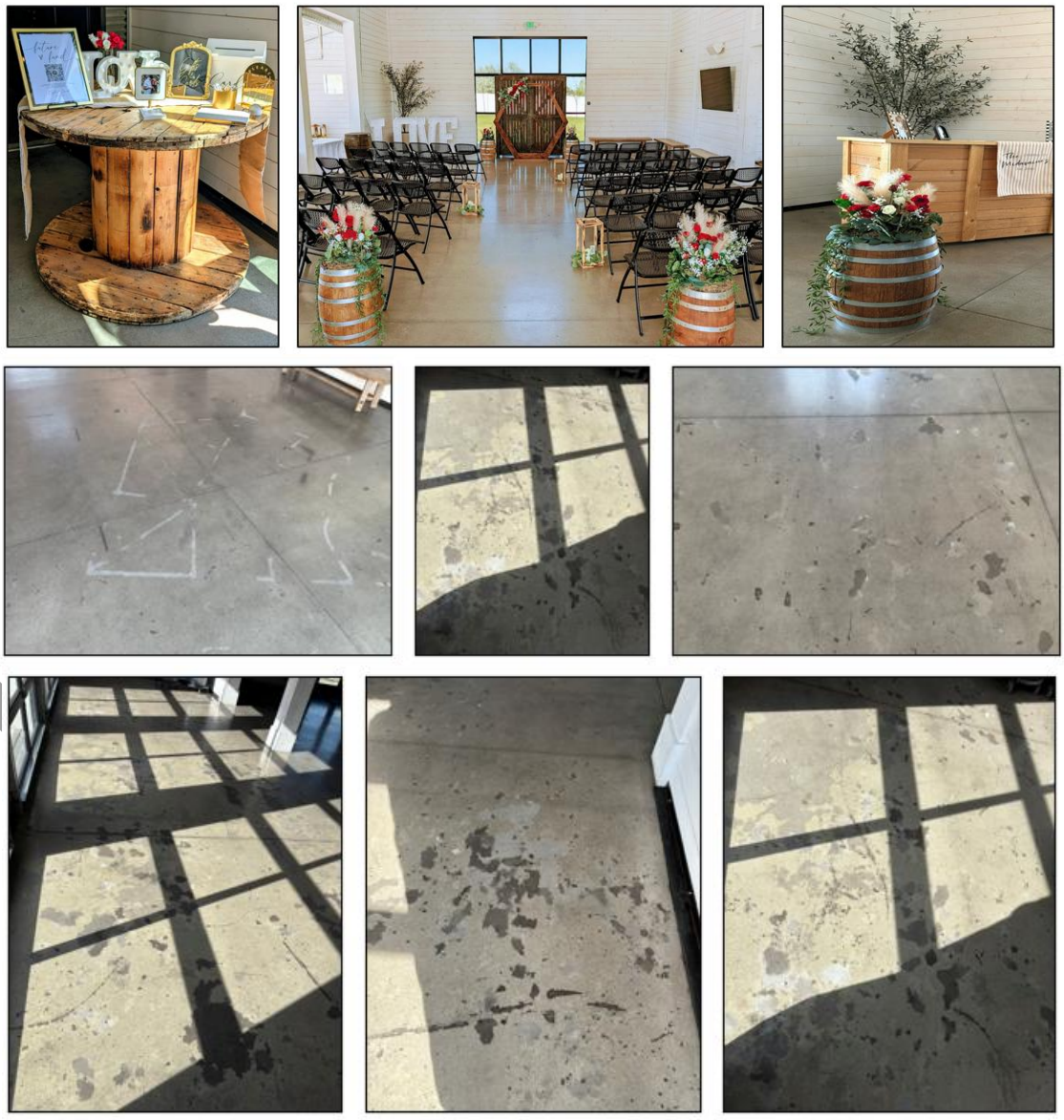
DRAFT

two coats of a Lithium Guard product, followed by a High-Speed Burnisher. If desired, the City can color the concrete with an Acetone Dye Stain.

Polishing concrete near wall edges and corners is difficult. As part of this process, City staff or a contractor will need to remove baseboards before polishing and reinstall them afterward. Concrete aggregates in the floor can vary in size and consistency depending on the sand/aggregate mix, placement, floor flatness, and how soft or hard the concrete is.

Although the flooring contractor will use 220v HEPA-filtered vacuums to collect most of the dust, the City should expect fine dust, which will require our cleaning contractor to clean the facility.

Brock Randall, the City's Parks and Recreation Director, has received several assessments and quotes. The Barn Community Center has approximately 2,821 square feet of flooring, and polished concrete floors can range from $7.00 to $9.00 per square foot, for a total budget of $19,747 to $25,389.



Surface-Mounted, Acoustic Treatments at the Barn. The Barn Community Center is operated by the City of West Haven and available to City and community residents on a short-term lease basis. Designed and constructed to mimic the look and feel of a barn, it features hard internal finishes, a polished concrete floor, and lightly painted tongue-and-groove wood planks overlaid on concrete walls on both floors and ceilings.

The most common uses are for small banquets or community events. Events at this type of venue prioritize low reverberation times, which improve speech intelligibility. Users have complained about the noise. The City is interested in improving the user experience by reducing noise levels in the Barn's common event area and by hiring Steve Poulsen of Envision Engineering to evaluate the facility and the measures to mitigate noise.

Acoustical Testing undertaken on Feb 3, 2026, showed reverberation times exceeding two (2) seconds, significantly longer than ideal for spaces designed for speech or close conversations.

Acoustical Treatment options were modeled by adding absorption materials to the acoustical model. Envision Engineering has assumed in its models that the City wishes to avoid destructive treatment options and to maintain, to the maximum extent possible, the interior appearance of the space.

Envision Engineering has therefore limited the treatment options to surface-mounted acoustical treatments that can be affixed to the Barn's walls and ceilings. Of the model options, Envision Engineering recommends one of the following:

- Option 3. Shows the effect of installing 936 sq ft of two-inch-thick acoustic fiberglass panels, wrapped in acoustically transparent fabric along the walls and ceilings. The estimated cost is $20 per sq ft, totaling $18,720.

- Option 4. Shows the effect of installing 1,248 sq ft of 1” Thick PET panels along the same walls and ceilings. Note that due to the thickness of the PET Panels and their acoustical properties, significantly more treatment is required to achieve a similar effect. The estimated cost is $19 per sq ft, totaling $23,712.

- Option 6. West Haven City has expressed interest in Acoustic Art panels. These acoustic panels feature printed images on the fabric wrap, providing a more decorative appearance than standard blank acoustic panels. Panels are available with a variety of ‘cores’ and thicknesses. The acoustic models achieve the best results when using the 2” thick OC MW core, which provides peak absorption at 500Hz, corresponding with the peak reverberation of the space. Modeling shows a slight decrease in the performance of the AcoutiMat Panels when compared with standard Fiberglass panels. The performance is close enough, however, that a 1:1 replacement of Fiberglass panels with printed AcoutiMat panels will achieve a similar result, which would suggest installing 936 sq ft of two- inch-thick acoustic fiberglass panels, wrapped in acoustically transparent fabric along the walls and ceilings. The estimated cost is $23 per sq ft, totaling $21,528.

  The anticipated budget for these improvements are as follows:

  1 Year Plan
  - $25,500 Concrete polishing
  - $25,000 Purchase and installation of acoustic panels
  - $3,500 Miscellaneous expenses including a thorough cleaning of the facility

  $53,500 TOTAL

DRAFT

STAFF REPORT

TO: Mayor and City Council

FROM: Shawn Warnke, City Manager

DATE: November 4, 2026

SUBJECT: City Manager Quarterly Audit Report – 1st Quarter of FY 2027

Background

Section 36.22(B) of the West Haven City Purchasing Policy states,

(A) The City Manager shall be responsible for conducting an audit of all purchases made for the city for compliance with the requirements of this chapter.

(B) On the first City Council meeting following the end of each fiscal quarter, the City Manager shall provide a written report to the City Council with detailed findings regarding those purchases made in that fiscal quarter that total between $10,000.00 and $50,000.00.

Below is a report of the purchases made in the 1st Quarter of FY 2027 within the parameters outlined by the City Council.

Report Criteria:
Detail report.
Invoices with totals above $0.00 included.
Only paid invoices included.
[Report].Amount Paid = {between}10000-50000

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
10-2025									
7894	WEST HAVEN SPECIAL SERVIC	0102026	IMPACT FEES	10-2025	08/31/2026	24,305.00	24,305.00	09/03/2026	
Total 10-2025:						24,305.00	24,305.00		
10-4253									
7831	WEBER COUNTY ANIMAL SERV	81910	ANIMAL SERVICES	10-4253	09/01/2026	21,139.00	21,139.00	09/17/2026	
7831	WEBER COUNTY ANIMAL SERV	81911	ANIMAL SERVICES	10-4253	09/01/2026	17,045.00	17,045.00	09/17/2026	
Total 10-4253:						38,184.00	38,184.00		
10-4335									
1411	CHILD RICHARDS CPA's & ADVI	166271	TREASURER	10-4335	06/30/2026	10,784.00	10,784.00	07/08/2026	
Total 10-4335:						10,784.00	10,784.00		
10-4515									
1108	BUTLER YARD CARE AND MAIN	24317	MOWING	10-4515	07/31/2026	10,750.00	10,750.00	08/20/2026	
Total 10-4515:						10,750.00	10,750.00		
10-4540									
9277	LAKEFRONT LLC	4261	REVISED LANDSCAPE PLANS S	10-4540	08/02/2026	37,423.88	37,423.88	08/06/2026	
Total 10-4540:						37,423.88	37,423.88		
10-4743									
6331	SALT LAKE BEES	B492	BASEBALL	10-4743	08/25/2026	19,035.86	19,035.86	09/03/2026	
Total 10-4743:						19,035.86	19,035.86		
10-4745									
1756	CROWN PROMOTIONS	10050	FOOTBALL	10-4745	07/01/2026	11,300.00	11,300.00	07/08/2026	

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 10-4745:						11,300.00	11,300.00		
10-4814									
5729	PUBLIC EMPLOYEES HEALTH P	852297	COMMUNITY DEVELOPMENT	10-4814	07/15/2026	11,623.44	11,623.44	09/17/2026	
5729	PUBLIC EMPLOYEES HEALTH P	872355	COMMUNITY DEVELOPMENT	10-4814	08/15/2026	11,626.46	11,626.46	09/17/2026	
Total 10-4814:						23,249.90	23,249.90		
10-5150									
7627	UTAH LOCAL GOVERNMENT TR	1627400	AUTO INSURANCE	10-5150	07/08/2026	13,471.62	13,471.62	07/16/2026	
7627	UTAH LOCAL GOVERNMENT TR	1627401	LIABILITY INSURANCE	10-5150	07/08/2026	31,972.21	31,972.21	07/16/2026	
7627	UTAH LOCAL GOVERNMENT TR	1627402	PROPERTY INSURANCE	10-5150	07/08/2026	19,004.25	19,004.25	07/16/2026	
Total 10-5150:						64,448.08	64,448.08		
10-5155									
9120	CASELLE, INC.	INV-20719	ACCOUNTING SOFTWARE	10-5155	06/03/2026	10,815.12	10,815.12	07/08/2026	
Total 10-5155:						10,815.12	10,815.12		
10-6037									
7814	WASTE MANAGEMENT	0000066-7387-	WASTE SERVICES	10-6037	08/03/2026	31,416.05	31,416.05	08/20/2026	
7814	WASTE MANAGEMENT	0000122-7387-	GARBAGE SERVICES	10-6037	09/01/2026	32,802.49	32,802.49	09/17/2026	
7814	WASTE MANAGEMENT	2206142-2682-	GARBAGE SERVICES	10-6037	08/03/2026	41,713.92	41,713.92	08/20/2026	
7814	WASTE MANAGEMENT	2207821-2682-	GARBAGE SERVICES	10-6037	09/01/2026	41,836.59	41,836.59	09/17/2026	
Total 10-6037:						147,769.05	147,769.05		
10-6040									
9147	UTAH LTAP	72926	SIGNS/SIDEWALK ASSESSMEN	10-6040	07/29/2026	15,713.00	15,713.00	08/06/2026	
Total 10-6040:						15,713.00	15,713.00		
13-5015									
9758	ARNOLD MACHINERY-SALT LAK	090926	FORKS ATTACHMENT	13-5015	09/09/2026	10,173.13	10,173.13	09/10/2026	
Total 13-5015:						10,173.13	10,173.13		

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
13-9001									
9195	COTTONWOOD TITLE INSURAN	2297 W 1800 S	2297 W 1800 S	13-9001	09/01/2026	15,166.00	15,166.00	09/17/2026	
	Total 13-9001:					15,166.00	15,166.00		
13-9006									
9525	AVENUE CONSULTANTS	14647	4000 S/5100 W AND 1800 S 2100	13-9006	08/31/2026	26,357.50	26,357.50	09/17/2026	
9195	COTTONWOOD TITLE INSURAN	3953 S 5100 W	3953 S 5100 W	13-9006	08/12/2026	31,553.00	31,553.00	08/20/2026	
9195	COTTONWOOD TITLE INSURAN	3963 S 5100 W	3963 S 5100 W	13-9006	08/13/2026	29,310.00	29,310.00	08/20/2026	
2644	GARDNER ENGINEERING	7076	5100 W/3300 S	13-9006	07/01/2026	17,361.30	17,361.30	09/03/2026	
	Total 13-9006:					104,581.80	104,581.80		
13-9007									
2644	GARDNER ENGINEERING	7311	5100 W/3300 S	13-9007	08/01/2026	11,108.75	11,108.75	09/03/2026	
	Total 13-9007:					11,108.75	11,108.75		
51-4450									
9345	TWIN D INC.	836301 R1	STORM DRAIN MAINTENANCE	51-4450	07/28/2026	22,094.00	22,094.00	08/06/2026	
	Total 51-4450:					22,094.00	22,094.00		
	Grand Totals:					576,901.57	576,901.57		

Vendor	Vendor Name	Invoice Number	Description	GL Account Number	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided

Dated: _____

Mayor: _____

City Council: _____

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_____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above $0.00 included.

Only paid invoices included.

[Report].Amount Paid = {between}10000-50000