

NOTICE AND AGENDA

SOUTH OGDEN CITY COUNCIL MEETING

Tuesday, July 7, 2015 – 6:00 p.m.

Notice is hereby given that the South Ogden City Council will hold their regular City Council Meeting, Tuesday, July 7, 2015, beginning at 6:00 p.m. in the Council Chambers located at 3950 So. Adams Avenue, South Ogden, Utah. Any member of the council may be joining the meeting electronically.

I. OPENING CEREMONY

- A. **Call to Order** – Mayor James F. Minster
- B. **Prayer/Moment of Silence** -
- C. **Pledge of Allegiance** – Council Member Bryan Benard

- II. **PUBLIC COMMENTS** – This is an opportunity for comment regarding issues or concerns. No action can or will be taken at this meeting on comments made.
Please limit your comments to three minutes.

III. RECOGNITION OF SCOUTS AND STUDENTS

IV. CONSENT AGENDA

- A. Approval of June 16, 2015 Council Minutes
- B. Approval of June Warrants Register

V. DISCUSSION / ACTION ITEMS

- A. Consideration of **Ordinance 15-18** – Amending Title 11 of the City Code Having to Do With Subdivisions and Title 10, Chapter 12 of the City Code Having to Do with Cluster Subdivisions
- B. Consideration of **Resolution 15-30** – Adopting and Approving a Municipal Wastewater Planning Program
- C. Consideration of **Resolution 15-31** – Approving an Agreement With BCI for Use of UCJIS
- D. Discussion on Food Trucks

VI. REPORTS

- A. Mayor
- B. City Council Members
- C. City Manager
- D. City Attorney

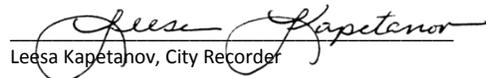
VII. RECESS CITY COUNCIL MEETING AND CONVENE INTO AN EXECUTIVE SESSION

- A. Pursuant to UCA §52-4-205 1(c) to discuss pending or reasonably imminent litigation

VIII. ADJOURN EXECUTIVE SESSION, RECONVENE CITY COUNCIL MEETING AND ADJOURN

Posted and emailed to the State of Utah Website July 2, 2015

The undersigned, duly appointed City Recorder, does hereby certify that a copy of the above notice and agenda was posted at the Municipal Center (1st and 2nd floors), on the City's website (southogdencity.com) and emailed to the Standard Examiner on July 2, 2015. Copies were also delivered to each member of the governing body.


Leesa Kapetanov, City Recorder

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during the meeting should notify the City Recorder at 801-622-2709 at least 48 hours in advance.

FINAL ACTION MAY BE TAKEN ON ANY ITEM ON THIS AGENDA



MEMORANDUM

Date: July 4, 2015
To: Mayor and City Council
From: Matthew J. Dixon, City Manager
Re: **July 7, 2015 Council Meeting**

A handwritten signature in black ink that reads "Matthew J. Dixon".

Below is a brief summary of the agenda items for your upcoming city council meeting. Please review this information as well as the staff reports and support materials contained within the packet. If you have any questions or need any additional information please let me know.

Discussion and Action Items

- *Ordinance 15-18 – Amending Title 11 and Title 10, Chapter 8 of the city code.* The city planner and the Planning Commission have been working on amendments to the city’s subdivision code. These changes are necessary because of the recent adoption of the new *Public Works Standard Drawings, Details and Technical Specifications*. These amendments remove the standards and technical specifications that, prior to the newly adopted standards, were contained in Title 11 of the city code. Amendments to Title 10 are the result of the need for the city to review and update various land use ordinances. Staff and the planning commission have reviewed the Cluster Subdivision ordinance and prepared the recommended amendments. For a more detailed description of the recommendations please review Mark Vlasic’s (city planner) staff report.
- *Resolution 15-30 – Adopting and approving a Wastewater Planning Program.* The Department of Environmental Quality requires annual reporting on how the city operates and maintains its sanitary sewer system. In order for the report to be filed the city needs to adopt a Wastewater Planning Program. Staff recommends adoption of this program.
- *Resolution 15-31 – Approving an agreement with BCI for use of UCJIS.* In order for our police department and court personnel to be able to access criminal history and warrant information we must have this agreement in place. This agreement sets forth the conditions and policies that our staff will be required to follow in order to have access to the UCJIS system.

- *Discussion on Food Trucks.* There have been several food truck questions come up over the last several months. Currently the city does not regulate food trucks. This agenda item will provide the council an opportunity to discuss whether or not you believe food trucks should be regulated in South Ogden. The public policy considerations should include licensing & permitting, impacts food trucks have on city restaurants, controlling the locations where food trucks can operate, etc. If the council decides it is in the public's best interest to regulate food trucks, staff will conduct some additional analysis and prepare some recommendations for your future consideration. Leesa has provided some great information on food truck regulation from Harvard to help provide you with some additional understanding in advance of your discussion.

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**MINUTES OF THE
SOUTH OGDEN CITY COUNCIL MEETING
Tuesday, June 16, 2015 – 6:00 p.m.
Council Chambers, City Hall**

COUNCIL MEMBERS PRESENT

Mayor James Minster, Council Members Sallee Orr, Wayne Smith, Russ Porter, Bryan Benard and Brent Strate

STAFF MEMBERS PRESENT

City Manager Matt Dixon, City Attorney Ken Bradshaw, Parks and Public Works Director Jon Andersen, Police Chief Darin Parke, Fire Chief Cameron West, Finance Director Steve Liebersbach and Recorder Leesa Kapetanov

CITIZENS PRESENT

Jim Pearce, Claire Wilhelmsen, Ella Wilhelmsen, Ronda Koger, Natalie Butt, Kathryn Olsen, Michele Sommers, Cindy Rounds, Lily Gold, Laci Gold, Jerry Cottrell

I. OPENING CEREMONY

A. Call to Order

Mayor Minster called the meeting to order at 6:00 pm and called for a motion to convene.

Council Member Benard moved to convene as the South Ogden City Council, with a second from Council Member Smith. In a voice vote Council Members Strate, Orr, Porter, Benard and Smith all voted aye.

B. Prayer/Moment of Silence

The mayor invited everyone to participate in a moment of silence.

C. Pledge of Allegiance

Council Member Smith directed those present in the Pledge of Allegiance.

The mayor opened the floor for public comment, but reminded those present that no action would be taken on comments made that evening.

II. PUBLIC COMMENTS

No one came forward to comment.

III. RECOGNITION OF SCOUTS/STUDENTS PRESENT

Mayor Minster invited any scouts or students to come forward. Council Member Orr presented each person with a South Ogden pin and asked them to state their name. Those present were: Ella Wilhelmsen, Haylee Olsen, who commented the City should recycle more, Claire Wilhelmsen, who said the City should build a swimming pool, Natalie Butt, and Laci Gold. Their leaders were Michelle Sommers, who said the City should build a pickle ball court, Lily Gold, who thought the

49 splash pad closed too early, and Cindy Rounds, who asked the City to look at installing a crosswalk at
50 Ben Lomond and Glasmann.

51

52 **IV. CONSENT AGENDA**

53 **A. Approval of May 26, 2015 Special Council Meeting Minutes and June 2, 2015 Council**
54 **Meeting Minutes**

55 **B. Award of Bid to Advanced Paving and Construction for 38th Street Road Project**

56

57 The mayor read through the items on the consent agenda and asked if there were any
58 questions. Seeing none, he called for a motion.

59

60 **Council Member Orr moved to approve the consent agenda, followed by a second from**
61 **Council Member Porter. In a voice vote, Council Members Orr, Benard, Porter, Smith**
62 **and Strate all voted aye.**

63

64

65 **V. PRESENTATION**

66 **A. Bonneville Communities That Care Coalition – Community Update**

67 No one was present to give the presentation.

68

69 Mayor Minster indicated it was time to enter a public hearing and called for a motion to do
70 so.

71

72 **Council Member Porter moved to enter a public hearing on the proposed FY2015 budget.**
73 **The motion was seconded by Council Member Smith. The voice vote was unanimous in**
74 **favor of the motion.**

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77 **VI. PUBLIC HEARING**

78 **A. To Receive and Consider Comments on Proposed Amendments to the FY2015 Budget**

79 The mayor invited anyone who wished to comment to come forward. A resident came
80 forward and began comment on the FY2016 Budget. He was informed that the public
81 hearing for the FY2016 Budget had been held at the previous meeting and he withdrew his
82 comments.

83 No one else came forward. The mayor entertained a motion to close the public hearing.

84

85 **Council Member Porter moved to close the public hearing and reconvene City Council**
86 **Meeting, followed by a second from Council Member Smith. All present voted aye.**

87

88

89 **VII. DISCUSSION / ACTION ITEMS**

90 **A. Consideration of Ordinance 15-15 – Amending the FY2015 Budget**

91 Mayor Minster invited Finance Director Steve Liebersbach to come forward and comment
92 on this item. Mr. Liebersbach handed the Council a copy of the budget amendments (see
93 Attachment A) and explained these final adjustments allowed the City to account for any
94 unforeseen budget items. He then reviewed and explained each amendment.

95 Council Member Orr asked if the fund balance used to balance the budget had ever been
96 used. Mr. Liebersbach said it had not been allocated.

97 Council Member Strate asked about the \$51,000 allocated for over-time in the fire
98 department. Mr. Liebersbach explained the money was not being transferred from other

99 line items, but rather the actual fire department budget was being increased. He then
100 explained which numbers were adding to and which were taking money from the budget.
101 The mayor said if there were no more questions, he would entertain a motion concerning
102 Ordinance 15-15.

103
104 **Council Member Benard moved to adopt Ordinance 15-15. Council Member Smith**
105 **seconded the motion. Mayor Minster asked if there were any more comments and**
106 **seeing none, he called the vote:**

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108	Council Member Benard-	Yes
109	Council Member Smith-	Yes
110	Council Member Strate-	Yes
111	Council Member Orr-	Yes
112	Council Member Porter-	Yes

113
114 **The motion carried.**

115
116 **B. Consideration of Ordinance 15-16 – Adopting the FY2016 Budget**

117 Finance Director Liebersbach informed the Council that the adoption of the FY2016 would
118 formally conclude the budget process. He said the budget before them that evening was
119 only slightly different from two weeks earlier when the public hearing was held. He went
120 over the some of the changes.

121 Council Member Strate asked how much money had been appropriated from fund balance;
122 Mr. Liebersbach said \$441,141. He also informed the Council this year’s budget was
123 approximately \$600,000 more than last years.

124 There did not seem to be any more discussion. Mayor Minster called for a motion
125 concerning Ordinance 15-16.

126
127 **Council Member Smith moved to adopt Ordinance 15-16, adopting the FY2016 budget.**

128 **The motion was seconded by Council Member Porter. The mayor asked if there were**
129 **further discussion.** Council Member Orr stated she was concerned this budget was

130 \$600,000 more than last year. If it was that much more, there should be money for
131 sidewalks, recreation, and other things they wanted. If the \$600,000 was being used for
132 operations, it should have been incorporated into the budget through the years. She felt
133 they needed to have a meeting to discuss how they could save some money. She wanted
134 to have money to do things they wanted to do.

135 Council Member Strate agreed. He remarked the appropriation of fund balance made him
136 uncomfortable. There were many things the City would have to plan for in the next ten
137 years and hard choices would need to be made. He was concerned.

138 Council Member Benard reminded the Council that because of the recession, many areas in
139 the budget had been cut; they were now feeling the effects of the cuts. Many of the things
140 cut were normally taken care of each year, but no money had been appropriated for the
141 items for a long time. The City had been getting by with just doing the bare minimum;
142 however, they knew this day was coming. Mr. Benard also commented they needed to
143 “get right” with the water and sewer funds. Making increases every fifteen years to water
144 rates would not work; it needed to be done more often. He said they had scaled back for
145 so many years they could not avoid it now.

146 Council Member Smith said he would like to meet with each department to determine its
147 overall health and what their needs would be in the coming years.

148 Council Member Porter reminded the Council that just a few years ago, anything over 18%
149 in the general fund had to be spent. He did not think spending down to 15% was bad and
150 things were not as bleak as they were being made out to be. He said they had held
151 meetings about the budget and wondered why these things were being brought up right

152 before they were ready to approve it; it was not the best way to handle it. He did agree
153 with Council Member Smith about meeting with the departments.
154 Council Member Strate disagreed that these things had not been brought up previously.
155 He had spent quite a bit of time talking about the enterprise funds and his concern with the
156 infrastructure but the general feeling was that nothing should be done. It was important
157 to him to do the 1.3 million dollars of projects over the next three years and it would be
158 tough to raise the rates. He did not want to appropriate money from enterprise funds to
159 take care of roads or other needs. Mr. Strate said he was trying to look at the City's needs
160 five or ten years in the future. He said he had also has asked for an evaluation of the
161 ambulance fund and discussion on it. The State of Utah seemed to be experiencing an
162 economic gain but South Ogden was not.
163 Council Member Benard said the department heads had given their department reports and
164 wondered what else the other members of the Council wanted. Each department head
165 had given a prioritized list of items needed; there was simply not enough money to do
166 everything. They trusted the department heads to know what they needed. Mr. Benard
167 felt the process they used to appropriate money was a healthy one and they should
168 continue it.
169 Council Member Orr said she was concerned the City was always using fund balance to
170 balance the budget; if they continued doing so, the fund balance would never grow.
171 City Manager Dixon agreed with the Council that they needed to plan for the future and the
172 City did not have the expectation of much growth to bring in more revenues; however, the
173 cost of providing services would only continue to go up. They would have to look at either
174 reducing expenditures or finding other revenue sources. Everyone agreed it was not
175 healthy to sustain operations through fund balance. The fund balance appropriated in the
176 current budget was for capital items. The City had not made any one-time allocations in
177 FY2015, so Mr. Dixon had made the decision to include some capital items in the FY2016
178 budget for critically needed items. These items were needed to provide a certain level of
179 service in the City. They included hose for the fire department, radios and MDTs. If these
180 capital items were removed from the budget, as well as the Harrison Blvd/Hwy 89 Project
181 money, there was only \$57,000 of a \$10 million budget that needed to be balanced; he did
182 not think it was unreasonable or irresponsible. Mr. Dixon agreed there were things the
183 City needed to think about for the future, but the City was still in a very strong financial
184 position. The financial health of the City could be determined by looking at the financial
185 statements and audited financials.
186 Council Member Orr said she did not think that hoses and radios were one time money;
187 they were something the City would always need and should be built into the budget.
188 Council Member Benard disagreed. He said radios were not an expense they had to
189 budget for every year. They were a one-time expenditure.
190 Finance Director Steve Liebersbach commented it was good to have a threshold of 15% in
191 fund balance. He reminded the Council the City also had \$550,000 in restricted fund
192 balance, which if included, would bring the fund balance close to 23%. Mr. Liebersbach
193 also pointed out that the City had appropriated \$348,000 of fund balance to balance the
194 budget the previous year, but none of it was actually spent.
195 Mayor Minster commented they had held many meetings about the budget and then when
196 it was ready to be passed it seemed new concerns had come forward. He said he had not
197 seen many council members in the office asking questions about the budget and the idea
198 that the City was in bad shape was not true.
199 Council Member Orr stated they needed to hold more budget meetings throughout the
200 year.
201 Council Member Strate said he had spent many hours looking over the budget as well as
202 previous budgets. He felt he had been responsible in performing his duties. He had also
203 brought issues up at the budget meetings for discussion. He believed the Council needed
204 to come to a philosophical understanding of where they were headed, not just look at this

205 point in time; that was why he had been asking for information on roads for the next ten
206 years.
207 There was no more discussion on the budget. Mayor Minster reminded the Council there
208 had been a motion and a second. **The mayor mad a roll call vote:**

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210	Council Member Smith-	Yes
211	Council Member Porter-	Yes
212	Council Member Orr-	Yes
213	Council Member Benard-	Yes
214	Council Member Strate-	No

215
216 **The FY2016 Budget was adopted.**

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219 **C. Consideration of Ordinance 15-17 – Repealing Title 12 of the City Code**
220 City Attorney Ken Bradshaw spoke to this item. He explained that when Ordinance 15-14
221 was adopted having to do with flood damage prevention, he had intended to repeal Title 12
222 but had not done so. The codifier had noticed the need for Title 12 to be repealed and
223 reminded him about it. This ordinance would repeal Title 12 and resolve the problem.
224 There was no discussion on the matter. The mayor called for a motion.

225
226 **Council Member Benard moved to adopt Ordinance 15-17. Council Member Strate**
227 **seconded the motion. There was no further discussion. The mayor called the vote.**

228		
229	Council Member Benard-	Yes
230	Council Member Strate-	Yes
231	Council Member Smith-	Yes
232	Council Member Porter-	Yes
233	Council Member Orr-	Yes

234
235 **Ordinance 15-17 was adopted.**

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238 **D. Consideration of Resolution 15-23 – Adopting A Sanitary Sewer Management Plan**
239 Mayor Minster invited Parks and Public Works Director Jon Andersen to speak to this item.
240 Mr. Andersen explained the Division of Water Quality had requested that each city adopt
241 this plan. It outlined the procedures the City should follow. Director Andersen said the
242 City was already following the procedures; the adoption of the resolution was a formality.
243 The only thing the City would now do differently by adopting the management plan would
244 be to file an additional report with the State. The Council asked some questions
245 concerning the plan. The mayor then called for a motion.

246
247 **Council Member Smith moved to adopt Resolution 15-23, followed by a second from**
248 **Council Member Strate. After determining there was no further discussion, Mayor**
249 **Minster called the vote:**

250		
251	Council Member Smith-	Yes
252	Council Member Strate-	Yes
253	Council Member Benard-	Yes
254	Council Member Orr-	Yes
255	Council Member Porter-	Yes

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257 **The motion carried.**

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E. Consideration of Resolution 15-24 – Adopting a Revised Interlocal Agreement Creating a Civil Disorder Unit

Police Chief Darin Parke came forward for this item. He reminded the Council a resolution had been passed a few weeks previous concerning a Civil Disorder Unit and explained that other cities had requested some changes be made to the original agreement. The main change made the overall command of the unit fall under the jurisdiction of where the unit was responding to. City Attorney Bradshaw said because this was a material change to the previous interlocal agreement, it had to come back to the Council for their approval. The mayor called for a motion concerning the resolution.

Council member Strate moved to approve Resolution 15-24. The motion was seconded by Council Member Porter. The mayor asked if there were further discussion and seeing none, made a roll call vote.

Council Member Strate-	Yes
Council Member Porter-	Yes
Council Member Orr-	Yes
Council Member Benard-	Yes
Council Member Smith-	Yes

Resolution 15-24 was adopted.

F. Consideration of Resolution 15-25 – Approving an Agreement With Buttars Cleaning for Cleaning of Various City Buildings

City Manager Dixon explained it had come time to rebid the cleaning services for several city buildings, including Old City Hall, Senior Center, Parks Shop and Public Works Building. The current contractor, Buttars Cleaning, had come in as the lowest bidder. Staff recommended approval of the agreement. There were no questions or comments from the Council. Mayor Minster called for a motion.

Council Member Porter moved to adopt Resolution 15-25, followed by a second from Council Member Smith. There was no further discussion. The mayor called the vote:

Council Member Porter-	Yes
Council Member Smith-	Yes
Council Member Strate-	Yes
Council Member Benard-	Yes
Council Member Orr-	Yes

The agreement with Buttars Cleaning was approved.

G. Consideration of Resolution 15-26 – Amending Salary Administration Guidelines

City Manager Dixon began the discussion by stating the City's greatest resource was its employees. The City's ability to provide services for the community in the best possible way took being competitive in the job marketplace. The original salary guidelines had been adopted in 2012; since that time, staff had realized several changes to improve the salary guidelines. Mr. Dixon asked that one change, which had not been incorporated in the wording of the document, be included in the motion. On page one of the Salary Administration Guidelines, under the paragraph headed "Compensation Philosophy", was some wording marked "To be determined". He would like to have the sentence read "The City's objective is to remain competitive by gathering and comparing salary data with other municipalities and government entities". He felt

311 that defining what competitive was would restrict the City too much; it was better to be
312 more general.
313 Mr. Dixon highlighted some other changes to the guidelines. He pointed out that making
314 wages competitive often saved employers money because they were not constantly paying
315 the increased costs of hiring and training because of high turnover rates.
316 Council Member Smith thanked staff for their work and agreed with the changes that had
317 been made. There were no more comments. Mayor Minster entertained a motion.
318

319 **Council Member Porter moved to adopt Resolution 15-26, amending the Salary**
320 **Administration Guidelines, including the amendment discussed by City Manager Dixon.**
321 **The motion was seconded by Council Member Smith. Mayor Minster determined there**
322 **was no more discussion and called the vote:**
323

324	Council Member Porter-	Yes
325	Council Member Smith-	Yes
326	Council Member Strate-	Yes
327	Council Member Benard-	Yes
328	Council Member Orr-	Yes

329
330 **The Salary Administration Guidelines were adopted.**
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333 **H. Consideration of Resolution 15-27 – Approving a Lease Agreement With Kansas State Bank**
334 **for Police Radios**

335 The Mayor invited Police Chief Darin Parke forward to speak to this item. Chief Parke
336 informed the Council the issue of radios was not confined to South Ogden, but affected all
337 government entities as a result of announced changes to the UCAN system run by the state.
338 The main reason for the change was so that radio messages could be encrypted. He also
339 explained that many of the current radios would be passed on to the fire and public works
340 departments.
341 Council Member Smith asked if the radios could be upgraded if the current encryption was
342 broken and if the lease agreement would cover the upgrades. City Attorney Bradshaw said
343 the lease did not cover an upgrade. Council Member Strate noticed the lease had changed
344 from two years to five years. City Manager Dixon explained that due to the expected life
345 of the radios, it was smarter to amortize the cost over a longer period of time, even though
346 they ended up paying more interest. Council Member Smith felt staff should ask the
347 vendor what would happen if the encryption were broken and upgrading if it did happen.
348 Chief Parke said he had spoken with the vendor who anticipated that this radio model would
349 be viable for at least ten years. Mayor Minster pointed out technology was always
350 changing and there were never any guarantees. There were no more questions or
351 comments from the Council. The mayor called for a motion concerning the resolution.
352

353 **Council Member Smith moved to adopt Resolution 15-27. Council Member Orr seconded**
354 **the motion. Mayor Minster asked if there were further discussion. There were no**
355 **further comments from the Council so the mayor made a roll call vote.**
356

357	Council Member Smith-	Yes
358	Council Member Orr-	Yes
359	Council Member Porter-	Yes
360	Council Member Benard-	Yes
361	Council Member Strate-	Yes

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363 **Resolution 15-27 was adopted.**
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I. Consideration of Resolution 15-28 - Approving an Agreement With Northern Utah Rehabilitation Hospital for Ambulance Services

Fire Chief Cameron West came forward and explained the agreement specified guaranteed funds for ambulance service to the hospital. Council Member Orr asked why they were willing to pay 20% more. Chief West said the patient being transported paid for the service and the hospital was trying to build a relationship with the City. Council Member Strate asked if the City had any other similar agreements. The Chief answered this was the only hospital in the city so there were no other agreements. Mr. Strate asked if we could make similar agreements with other hospitals. Chief West said other hospitals were in other ambulance jurisdictions and they would have agreements within their jurisdiction. City Manager Dixon asked how many calls the City received for service at the hospital. Chief West said the average was six calls per month, but the hospital was new and not yet at full capacity. He added that because of the guaranteed funds, the City would save 3% on the billing costs plus the higher costs involved if the billing went to collections. There were no further questions. The mayor entertained a motion concerning Resolution 15-28.

Council Member Benard moved to adopt Resolution 15-28, followed by a second from Council Member Porter. There was no further discussion. The vote was called:

Council Member Benard-	Yes
Council Member Porter-	Yes
Council Member Orr-	Yes
Council Member Strate-	Yes
Council Member Smith-	Yes

The agreement was approved.

J. Consideration of Resolution 15-29 – Approving an Agreement With Advanced Paving and Construction for 38th Street Road Project

Mayor Minster invited Parks and Public Works Director Jon Andersen to comment on this item. Mr. Andersen reminded the Council they had recently approved the 37th Street Road Project, however the City Engineer had determined the 38th Street Project should be done first based on the condition of the road. The 37th Street Road Project would probably not be completed this year due to the lack of funds; the Willow Wood Road Project had cost more than anticipated. Council Member Strate asked some questions about sink holes and what caused them. Mr. Andersen answered his questions as well as what technology was available to fix them. There was no more discussion by the council. Mayor Minster called for a motion.

Council Member Porter moved to adopt Resolution 15-29. The motion was seconded by Council Member Orr. The mayor asked if there was further discussion, and seeing none, called the vote.

Council Member Porter-	Yes
Council Member Orr-	Yes
Council Member Benard-	Yes
Council Member Strate-	Yes
Council Member Smith-	Yes

Resolution 15-29 was approved.

418 **VIII. RECESS INTO COMMUNITY DEVELOPMENT AND RENEWAL AGENCY BOARD MEETING**

419 The mayor indicated it was time to recess into a Community Development and Renewal Agency
420 Board Meeting and entertained a motion to do so.

421
422 **Council Member Smith moved to leave City Council Meeting and convene into a CDRA Board**
423 **Meeting. Council Member Porter seconded the motion. The vote was unanimous in favor of**
424 **the motion.**

425
426 See separate CDRA Board minutes.

427
428 **IX. RECONVENE CITY COUNCIL MEETING**

429
430 (Motion from CDRA Board Meeting to reconvene as City Council)

431
432 **Board Member Benard moved to adjourn the CDRA meeting and reconvene as the South Ogden**
433 **City Council, followed by a second from Board Member Strate. Board Members Orr, Strate,**
434 **Smith, Porter and Benard all voted aye in favor of the motion.**

435
436 Council Meeting reconvened at 8:01 pm. Mayor Minster then moved on to Department Director
437 Reports.

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440 **X. DEPARTMENT DIRECTOR REPORTS**

441 **A. Parks and Public Works Director Jon Andersen – Project Updates**

442 Mr. Andersen gave the Council some handouts (see Attachment B) concerning roads in the
443 City and their Road Surface Life (RSL). He then gave reports on several projects in the City:
444 **Willow Wood Road Project** – this project would be completed by the end of the week.

445 **Splash Pad UV Filter Installation** – staff was waiting on the Weber County Health
446 Department to give approval of the plans before the filter could be installed.

447 **Nature Park Restroom** – staff had spoken with the Weber County Health Department who
448 had given approval of installing the restroom structure permanently and using porta-potties
449 in it on a temporary basis.

450 **Water Meter Conversion** – reported that 77% of the new water meters had been installed.
451 It would cost approximately \$217,000 to complete the remaining residential water meters
452 plus additional money for the larger sized meters. He estimated the total to complete the
453 project would be \$300,000.

454
455 Mr. Andersen then directed the Council to the RSL handout. He reminded them the
456 information was based off 2011 data. The costs were figured based on the prices bid on
457 the most recent road projects and on the worst-case scenario that all roads would have to
458 be rebuilt. The cost of rebuilding the roads would be approximately 11 million dollars over
459 a ten year period of time. He also referred the Council to the maps in the handout and
460 explained what they were. He answered several questions for the Council concerning the
461 roads and concluded his report.

462
463
464 **XI. REPORTS**

465 **A. Mayor** – reminded the Council of the Treeo open house on Thursday at 11:30. Lunch
466 would be served. The mayor then commented South Ogden Days had begun and asked
467 that council members stay close to the stage on Saturday night so they could be introduced.

468 He also reported he had received many phone calls concerning the construction on Highway
469 89 and 1550 East. The construction would be going on for a long time and residents would
470 have to be patient.

471
472 **B. City Council Members**

473 **Council Member Smith** – said he had a conflict with South Ogden Days on Saturday but
474 would try to be there as much as possible.
475 He had also received a lot of phone calls about rats and raccoons. He understood it was
476 not the city’s responsibility, but it might be something the city may want to look into.

477
478 **Council Member Strate** – reported he would not be present at the next council meeting.

479
480 **Council Member Benard** – thanked Mr. Bradshaw for writing the annexation protest letter
481 for Washington Terrace and Mr. Dixon for attempting to set up a meeting with
482 Washington Terrace to discuss our concerns. The City was trying to comply with the
483 state statute by having discussions about an overlap of an annexation policy plan.

484
485 **Council Member Orr** – asked if there were recycle bins at the parks. Mr. Andersen said
486 there were not. There were too many problems with the recycled garbage being soiled.
487 Ms. Orr also asked about the hours for the Splash Pad. Mr. Andersen said the Splash Pad
488 was open from 10 am to 8 pm.

489
490 **Council Member Porter** – suggested some tips on how to reduce the risk of raccoons and
491 rats be put in the newsletter. He also reported that he would not be present for the next
492 city council meeting. Mr. Porter concluded his remarks by saying he thought having a
493 budget work session every quarter was a good idea.

494
495
496 **C. City Manager** – reported that City Recorder Leesa Kapetanov had earned her Certified
497 Municipal Clerk Certification.
498 He also reminded the Council to check their boxes for South Ogden Days information.

499
500 **D. City Attorney Ken Bradshaw** – nothing to report.

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505 **XII. RECESS CITY COUNCIL MEETING AND CONVENE INTO AN EXECUTIVE SESSION**

- 506 **A.** Pursuant to UCA §52-4-205 1(d) to discuss the purchase, exchange, or lease of real
507 property
508 **B.** Pursuant to UCA §52-4-205 1(e) to discuss the sale of real property
509 **C.** Pursuant to UCA §52-4-205 1(a) to discuss the character, professional competence, or
510 physical or mental health of an individual

511
512 Mayor Minster then stated it was time to convene into an executive session for the
513 reasons listed and called for a motion to do so.

514
515 **Council Member Benard moved to convene into an executive session. The motion was**
516 **seconded by Council Member Porter. The vote was unanimous in favor of the motion.**

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Note: The Council moved to the adjoining conference room for the executive session at 8:25 pm.

ADJOURN EXECUTIVE SESSION, RECONVENE CITY COUNCIL MEETING AND ADJOURN

At approximately 9:40 pm, the Council re-entered the Council Chambers and Mayor Minster called for a motion to adjourn the executive session, reconvene Council Meeting and adjourn.

Council Member Benard moved to adjourn the executive session, reconvene City Council Meeting and adjourn, followed by a second from Council Member Strate. The vote was unanimous in favor of the motion.

Not Approved

I hereby certify that the foregoing is a true, accurate and complete record of the South Ogden City Council Meeting held Tuesday, June 16, 2015.


Leesa Kapetanov, City Recorder

Date Approved by the City Council _____

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Attachment A
FY2015 Budget Amendments

Not Approved

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South Ogden City

June 16, 2015

Fiscal Year 2014 - 2015

Budget Amendment

	Current Budget	New Budget	Difference +/-
10-33-600 State/Local Grants	\$49,427	\$62,978	\$13,551
10-55-112 Overtime - Police	\$38,213	\$40,981	\$2,768
10-57-330 Fire Prevention/Community Education	\$700	\$1,700	\$1,000
10-39-800 Appropriation of Fund Balance - General Fund	\$356,531	\$348,748	(\$7,783)
10-80-275 Transfer to South Ogden Days	\$53,420	\$55,420	\$2,000
* Police dui grant reimbursement - \$2,768			
* Fire grant from Wal-Mart - \$1,000			
* RAMP grant for SOD - \$2,000			
* EMS grant - \$7,783			
10-36-601 Donations to South Ogden City	\$15,031	\$21,585	\$6,554
10-55-247 Animal Control Costs	\$80,579	\$86,433	\$5,854
10-49-600 Community Programs	\$9,770	\$10,470	\$700
* Animal control donations - \$5,854			
* Taste of Local Love sponsorship - \$700			
10-36-900 Miscellaneous Revenue	\$28,639	\$35,961	\$7,322
10-60-730 Street Light Maintenance	\$5,000	\$10,718	\$5,718
10-55-700 Small Equipment - Police	\$23,155	\$24,759	\$1,604
* Insurance proceeds 39th & Wash - \$5,718			
* Surplus firearms - \$1,604			
10-36-900 Miscellaneous Revenue	\$35,961	\$48,445	\$12,484
10-55-248 Vehicle Maintenance - Police	\$22,849	\$28,778	\$5,929
10-55-250 Equipment Maintenance - Police	\$2,000	\$8,555	\$6,555
* Insurance proceeds - Vasquez motorcycle accident - \$3,905			
* Insurance proceeds - Perfetto motorcycle accident - \$8,579			
10-34-500 Football Registrations	\$18,308	\$18,544	\$236
10-34-350 Basketball Registrations	\$23,000	\$23,588	\$588
10-34-200 Baseball Registrations	\$20,283	\$21,616	\$1,333
10-34-375 Flag Football Registrations	\$3,255	\$3,341	\$86
10-71-242 Special Dept Supplies - Recreation	\$28,372	\$30,615	\$2,243
* Commissions from photos/uniform reimbursements			
10-31-250 Motor Vehicle & Personal Property Tax	\$170,271	\$175,271	\$5,000
10-31-550 Municipal Energy Tax	\$876,515	\$926,515	\$50,000
10-32-100 Business Licenses - Commercial	\$126,673	\$151,673	\$25,000
10-32-350 Animal Adoptions	\$75,240	\$81,240	\$6,000
10-32-375 Animal Shelter Fees	\$6,190	\$9,190	\$3,000
10-34-250 Girls Basketball Registrations	\$2,590	\$4,790	\$2,200
10-34-354 Comp Adult Basketball	\$3,600	\$10,600	\$7,000
10-34-450 Volleyball Registrations	\$3,780	\$4,780	\$1,000
10-49-750 Capital Outlay - Non Departmental	\$8,902	\$13,402	\$4,500
10-57-112 Over-time - Fire	\$43,858	\$94,858	\$51,000
10-57-250 Vehicle Maintenance - Fire	\$16,000	\$19,000	\$3,000
10-71-125 Temporary Employees - Recreation	\$43,675	\$57,075	\$13,400
10-41-700 Small Equipment - Council	\$6,139	\$11,139	\$5,000
10-43-700 Small Equipment - Court	\$100	\$6,100	\$6,000
10-71-700 Small Equipment - Recreation	\$0	\$16,300	\$16,300
* Recalculate revenue projections and cover dept expenditures			
51-30-925 Miscellaneous Revenue - Water Fund	\$0	\$248	\$248
51-40-480 Special Department Supplies - Water Fund	\$41,100	\$41,348	\$248
* Receipt for recycled materials			
53-30-885 Appropriation of Storm Drain I/Fee Fund Balance	\$195,000	\$297,317	\$102,317
53-30-890 Appropriation of Fund Balance - Storm Drain Fund	\$262,985	\$160,668	(\$102,317)
* Appropriate storm drain impact fees for 40th St project			

6/16/2015 5:55 PM

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Attachment B
RSL Information

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Pavement Detail	Rsl 0-10	Area (yd^2)	Cost	Jun-15
Road				
Rsl 0				
Adams Ave.(4400 S. to 4600 S.)		6656	\$386,048	
Porter Ave.(37th St. to 38th St.)		2724	\$157,992	
Porter Ave(4400 S. to 4600 S.)		3584	\$207,872	
Jefferson Ave.(36th St. to 37th St.)		2704	\$156,832	
Ogden Ave.(36th St. to 37th St.)		2856	\$165,648	
Ogden Ave(37th to 38th)		2856	\$165,648	
Stephens Cir.(850 E. to End)		797	\$46,194	
37th St.(Washington Blvd. to Ogden Ave.)		1552	\$90,016	
37th St.(Ogden Ave. to Adams Ave.)		1508	\$87,464	
37th St.(Porter Ave. to Jefferson Ave.)		1544	\$89,552	
38th St.(Porter Ave. to Jefferson Ave.)		1860	\$107,880	
38th St.(Adams Ave. to Porter Ave.)		1760	\$102,080	
38th St.(Jefferson Ave. to Orchard Ave.)		1236	\$71,688	
38th St.(Grant Ave to Kiesel Ave.)		1652	\$95,816	
44th St.(900 E. to Vista Dr.)		1612	\$93,496	
4500 S.(Monroe Blvd. to 850 E.)		1056	\$61,248	
5750 S.(Meadow Ln. to End)		1472	\$85,376	
	Total:	37429	Total: \$2,170,882	
Rsl 2				
Adams Ave.(4600 S. to Burch Creek Dr.)		1520	\$88,160	
Club View Ln.(5700 S. to End)		1248	\$72,384	
Country Club Dr(Country Club Dr. to Gibbs Cir.)		994	\$57,652	
Eastwood Blvd.(Village Wy to Redwood Ln.)		2304	\$133,632	
Jefferson Ave.(44th St. to 45th St.)		1704	\$98,832	
Laker View Dr.(Madison Ave. to Liberty Ave.)		1708	\$99,064	
Orchard Ave.(36th St. to 37th St.)		3074	\$178,292	
41 St.(Adams Ave. to Porter Ave.)		1344	\$77,952	
5375 S.(1300 E. to 1350 E.)		1332	\$77,256	
5600 S.(800E. to 825 E.)		1302	\$75,516	
5600 S(700 E to 800 E.)		1988	\$115,304	
	Total:	18518	Total: \$1,074,044	

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Rsl 4

Edgewood Dr.(800 E. to 850 E.)	3167	\$183,686
Madison Ave.(4625 S. to Panorama Dr.)	1720	\$99,760
Madison Ave.(4750 S. to 800 E.)	1864	\$108,112
Nordin Ave.(Raymond Ave. to 38th St.)	448	\$25,984
Skyline Dr.(Ridgeline Dr. to 1550 E.)	4746	\$275,268
Bel Mar Dr.(Raymond Ave. to End)	3436	\$199,288
1050 E.(5700 S. to 5750 S.)	1587	\$92,046
4400 S.(Jefferson Ave. to Orchard Ave.)	1023	\$59,334
4600 S.(Adams Ave. to Porter Ave.)	674	\$39,092
5400 S(700 E to 800 E.)	2418	\$140,244
5600 S.(825 E. to 850 E.)	1504	\$87,232
5725 S.(Meadow Ln. to End)	1636	\$94,888

Total: 24223 Total: \$1,404,934

Rsl 6

Burch Creek Hollow(5000 S. to Jefferson Ave.)	3617	\$209,786
Burch Creek Hollow(785 E. to 5000 S.)	708	\$41,064
Crestwood Dr.(Hwy 89 to 1325 E.)	2212	\$128,296
Country View Dr.(Lavina Dr. to Ridgeview Dr.)	1344	\$77,952
Dixie Cir.(Ridgeview Dr. to End)	688	\$39,904
Jefferson Ave.(Edgewood Dr. to Burch Creek Hollow)	348	\$20,184
Jefferson Ave.(Lavina Dr. to 4625 S.)	1280	\$74,240
Lavina Dr.(Madison Ave. to Country View Dr.)	870	\$50,460
Panorama Dr.(Country View Dr. to Vista Dr.)	4108	\$238,264
950 E.(5000 S. to Burch Creek Hollow)	2056	\$119,248
1150 E.(5000 S. to 5100 S.)	2780	\$161,240
42nd St.(Madison Ave. to Liberty Ave.)	2862	\$165,996
4825 S.(800 E. to 4750 S)	2916	\$169,128
5275 S.(1035 E. to End)	1784	\$103,472
5700 S.(Club View Ln. to Maplewood Dr.)	400	\$23,200

Total: 27973 Total: \$1,622,434

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Rsl 8

Adams Ave.(39th St. to 40th St.)	2196	\$127,368
Country View Dr.(Ridge View Dr to Panorama Dr.)	1360	\$78,880
Country Club Dr.(Greenwood Cir. To Country Club Dr.)	1789	\$103,762
Chamber St.(Holroyd Dr. to Glassman way)	4658	\$270,164
Jefferson Ave.(40th St. to 41st St.)	3816	\$221,328
Madison Ave.(41st St. to 42nd St.)	3036	\$176,088
Panorama Dr.(Nancy Dr. to Heights Cir.)	2144	\$124,352
Village Wy.(5775 S. to 5850 S.)	1796	\$104,168
Vista Dr.(4400 S. to 850 E.)	2198	\$127,484
Windemere Ln.(Holroyd Dr. to End)	2696	\$156,368
1050 E.(5675 S. to 5700 S.)	896	\$51,968
4400 S.(Porter Ave to Jefferson Ave.)	1524	\$88,392
4500 S.(Jefferson Ave. to Orchard Ave.)	1536	\$89,088
5000 S.(Glassman Wy to 1050 E.)	2272	\$131,776
5630 S.(Fox Chase Dr. to End)	960	\$55,680
	Total:	\$1,906,866

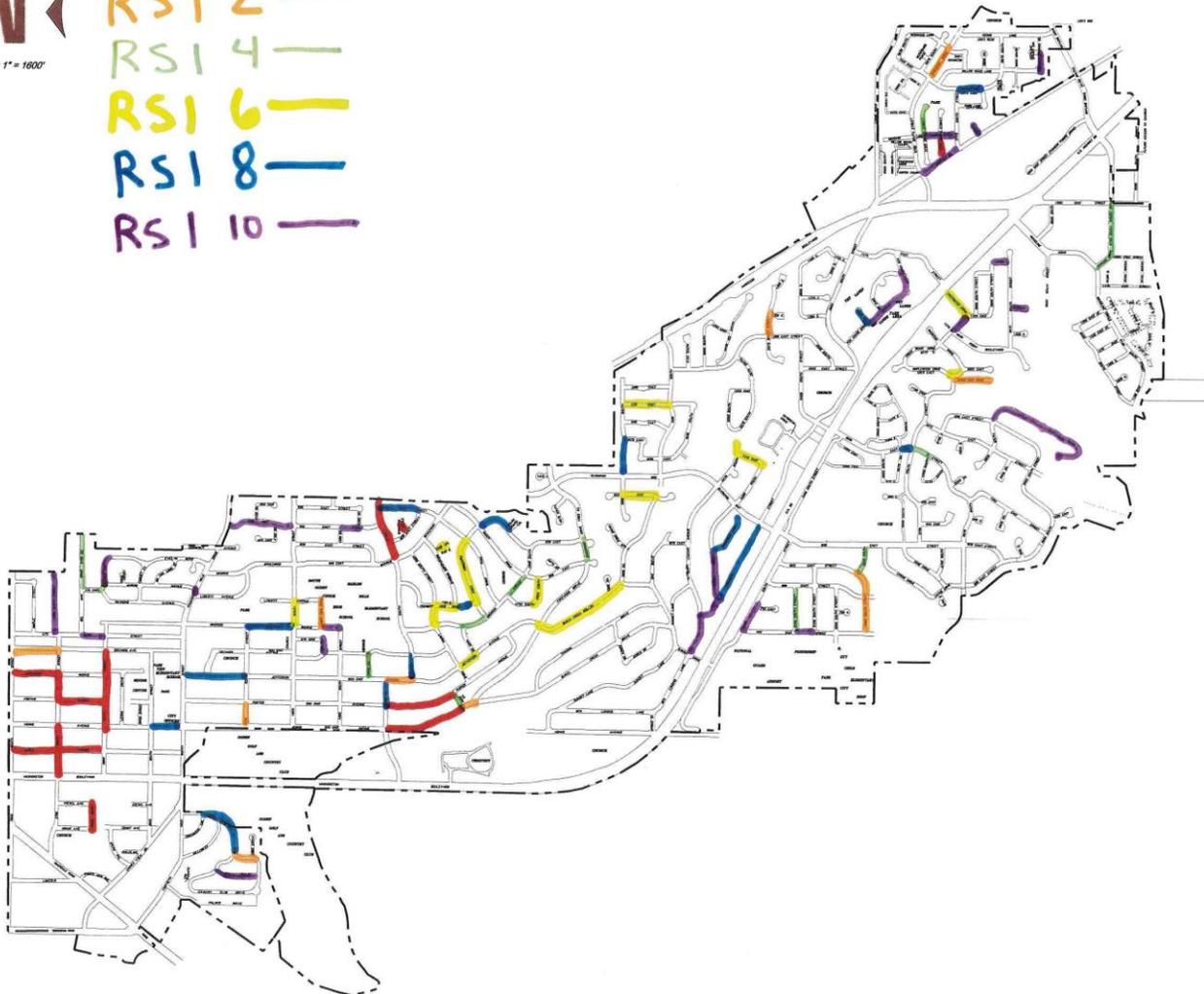
Rsl 10

Ben Lomond Ave.(Chambers Dr. to Sunset Ln.)	2148	\$124,584
Crestwood Dr.(Main Point Blvd. to 1325 E.)	1192	\$69,085
Country Club Dr.(Grenwood Cir. To Hillcrest Cir.)	916	\$53,116
Chambers St.(Ben Lomond Ave. to Holroyd Dr.)	6736	\$390,688
Country Club Dr.(Yale To End)	1887	\$109,414
Fox Chase Dr.(5630 S. to 5640 S.)	1292	\$74,936
Fox Chase Dr.(5640 S. to 1425 E.)	3644	\$211,352
Holroyd Dr.(Chamber St. to Windemere Ln.)	2738	\$158,792
Highland Springs Rd.(Willowood Ct to Highland Springs Cir.)	3840	\$222,720
Meadow Ln.(5750 S. to 5775 S.)	1060	\$61,480
Madison Ave.(Bel Mar Dr. to 38th St.)	1791	\$103,833
Meadow Ln.(5725 S. to 5750 S.)	879	\$50,982
Madison Ave.(Lakerview Dr. to 4300 S.)	1078	\$62,486
Park Vista Dr.(5800 S. to 5950 S.)	2924	\$169,567
Wasatch Dr.(Eastwood blvd to 5775 S.)	6697	\$388,471
700 E.(5400 S. to 5450 S.)	1088	\$63,104
900 E.(Country Hills Dr. to 4100 S.)	3980	\$230,840
1375 E.(5875 S. to End)	811	\$47,019
1420 E.(5850 S. to 5875 S.)	1140	\$66,120
37th St.(Madison Ave to End.)	2687	\$155,827
38th St.(Nordin Ave. to Evelyn Rd.)	2731	\$158,398
40th St.(Liberty Ave. to Nordin Ave.)	548	\$31,784
4250 S.(675 E. to Orchard Ave.)	1145	\$66,410
900 E.(4350 S. to 4275 S.)	1128	\$65,373
45th St.(850 E. to Monroe Blvd.)	1080	\$62,640
5275 S.(1300 E. to 1200 E.)	1816	\$105,303
5300 S.(700 E to 750 E.)	1748	\$101,384
5825 S.(Wasatch Dr to End)	797	\$46,226
	Total:	\$3,452,218
	Grand Total:	\$11,631,378

Street inventory was off of the 2011 Iworq Assesment.
Prices are Determined off of yd^2 from the 38th Street Bid that equals 58.00 a yd^2.



- RS1 0 —
- RS1 2 —
- RS1 4 —
- RS1 6 —
- RS1 8 —
- RS1 10 —



SOUTH OGDEN CITY CORPORATION

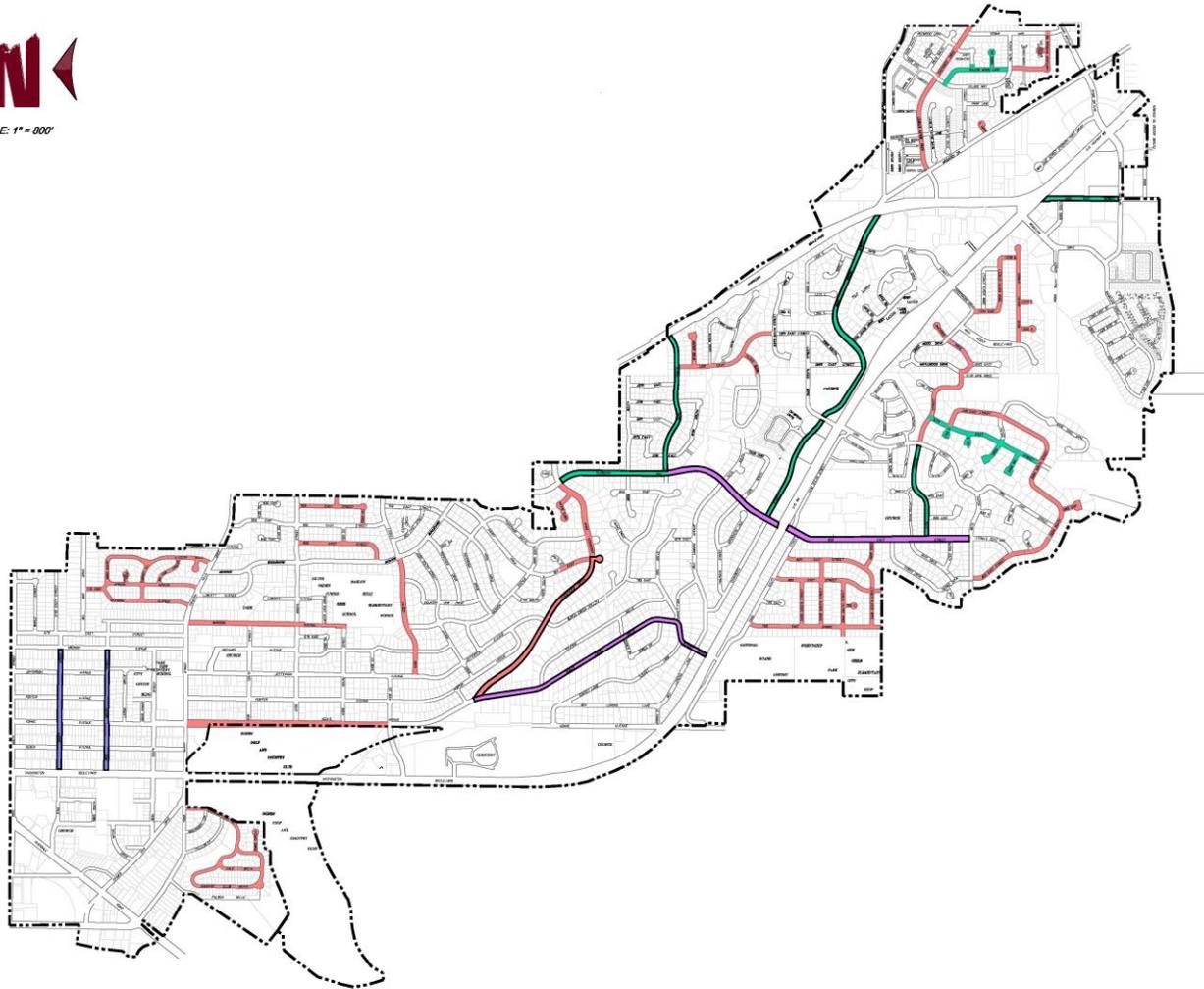
LEGEND
- - - SOUTH OGDEN CITY BOUNDARY

WG WASATCH CIVIL
Consulting Engineering
5434 SOUTH FREEWAY PARK DRIVE
RIVERDALE, UTAH 84405 (801) 775-9191

\\107-1002\1002-CITY-STREETS\City-Map\BASE.mxd 7/28/2014 10:49:31 AM MST



SCALE: 1" = 800'



SOUTH OGDEN CITY CORPORATION

ROAD PROJECTS

LEGEND

-  SOUTH OGDEN CITY BOUNDARY
-  CRACKSEALED AREAS
-  OVERLAID AREAS
-  REBUILT AREAS
-  PROPOSED REBUILD AREAS
-  OVERLAID AREAS W/ PROPOSED CRACKSEAL
-  REBUILT AREAS W/ PROPOSED CRACKSEAL
-  PROPOSED REBUILD AREAS W/ PROPOSED CRACKSEAL
-  PROPOSED CRACKSEAL

DESIGNED: B.C.J. DATE: JUNE 15, 2015
 DRAWN: C.C.S. SCALE: 1" = 800'
 CHECKED: M.T.M.

SHEET: **1**
 OF 1 SHEETS

WC WASATCH CIVIL
 Consulting Engineering
 5434 SOUTH FREEMAN PARK DRIVE
 RIVERDALE, UTAH 84405 (801) 775-9191

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
01-11750 UTILITY CASH CLEARING				
91121	OGDEN ATHLETIC CLUB	06/15/2015	06/30/2015	415.38
91121	OGDEN ATHLETIC CLUB	06/15/2015	06/30/2015	1,232.62
93990	WILDER, PETER	06/24/2015	06/30/2015	30.44
93991	CHRISTENSEN, LISA	06/24/2015	06/30/2015	32.45
93992	CHATELAIN, ALYSON & ZACHERY	06/24/2015	06/30/2015	37.26
93993	FISH, DIANE	06/17/2015	06/30/2015	23.58
10-15121 Prepaid Health Insurance				
93807	PEHP GROUP INSURANCE	06/22/2015	06/24/2015	404.83
10-21400 Credit Card Payable				
1739	BANK OF UTAH	05/01/2015	06/03/2015	50.00
1739	BANK OF UTAH	05/08/2015	06/03/2015	287.41
1739	BANK OF UTAH	05/08/2015	06/03/2015	28.98
1739	BANK OF UTAH	05/11/2015	06/03/2015	25.16
1739	BANK OF UTAH	05/14/2015	06/03/2015	210.00
10-22230 STATE WITHHOLDING PAYABLE				
5997	UTAH STATE TAX COMMISSION	06/12/2015	06/24/2015	6,687.32
5997	UTAH STATE TAX COMMISSION	06/26/2015	06/24/2015	6,559.84
10-22260 UNION DUES PAYABLE				
92957	WEBER COUNTY LODGE #1	06/26/2015	06/24/2015	35.00
10-22276 United Way Payable				
90015	UNITED WAY	06/12/2015	06/24/2015	22.00
90015	UNITED WAY	06/26/2015	06/24/2015	22.00
10-22278 Wash Natn'l Ins Payable				
2072	WASHINGTON NATIONAL INS. CO.	06/01/2015	06/24/2015	1,376.55
10-22280 AFLAC Ins. Payable				
560	AFLAC	06/11/2015	06/24/2015	146.80
10-22281 DENTAL INSURANCE PAYABLE				
90153	EDUCATORS MUTUAL INSURANCE	05/21/2015	06/03/2015	4,029.10
10-22282 HEALTH INSURANCE PAYABLE				
93807	PEHP GROUP INSURANCE	06/22/2015	06/24/2015	54,901.04
10-22283 Select Vision Payable				
93807	PEHP GROUP INSURANCE	06/22/2015	06/24/2015	387.87
10-22284 Liberty National Ins Payable				
4095	LIBERTY NATIONAL LIFE INS. CO.	06/01/2015	06/03/2015	371.10
10-22285 GARNISHMENTS PAYABLE				
5865	OFFICE OF RECOVERY SERVICES	06/19/2015	06/19/2015	170.77
5865	OFFICE OF RECOVERY SERVICES	06/19/2015	06/19/2015	173.40
5865	OFFICE OF RECOVERY SERVICES	06/26/2015	06/24/2015	170.77
5865	OFFICE OF RECOVERY SERVICES	06/26/2015	06/24/2015	173.40
89062	UHEAA	06/12/2015	06/24/2015	10.46
89062	UHEAA	06/26/2015	06/24/2015	23.74
10-22290 DISABILITY PAYABLE				
5994	PUBLIC EMPLOYEES LT DISABILITY	06/12/2015	06/24/2015	673.00
5994	PUBLIC EMPLOYEES LT DISABILITY	06/26/2015	06/24/2015	683.02
10-22291 LIFE INSURANCE PAYABLE				
5100	LIFEMAP ASSURANCE COMPANY	06/04/2015	06/08/2015	687.14
10-23200 Community Facility Deposit				
91497	MCGARRY, KELLY	05/16/2015	06/08/2015	100.00
93946	GURNEE, CHRISTOPHER	06/08/2015	06/08/2015	100.00
10-23230 PARK BOWERY DEPOSITS PAYABLE				
89102	BERGESON, COLLEEN	06/13/2015	06/30/2015	25.00
91826	CASSITY, FERGUSON & PERIO IMPLANTS	06/24/2015	06/30/2015	25.00
92680	PFAFF, MILLIE	05/30/2015	06/08/2015	25.00
92894	PLEASANT VALLEY 6TH WARD	06/12/2015	06/30/2015	25.00
93493	HILL, JAY	06/08/2015	06/08/2015	25.00
93496	ADAMS, CRAIG	05/28/2015	06/03/2015	25.00
93937	ARELLANO, ANTHONY	05/23/2015	06/03/2015	25.00

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
93944	WOOD, LINDSAY	05/04/2015	06/08/2015	25.00
93945	MARTINEZ, TOBIE	05/30/2015	06/08/2015	25.00
93962	STORY, KIMBERLY	06/06/2015	06/17/2015	25.00
93963	TATE, WENDY	06/07/2015	06/17/2015	25.00
93964	RAMMEYER, KAREN	06/06/2015	06/17/2015	25.00
93996	AHERN, KERI	06/17/2015	06/30/2015	25.00
93997	LING, BRIAN	06/10/2015	06/30/2015	25.00
93997	LING, BRIAN	06/10/2015	06/30/2015	25.00
93998	MADSEN, JENNIFER	06/15/2015	06/30/2015	25.00
93999	RODRIGUEZ, JESSICA	06/14/2015	06/30/2015	25.00
94000	REID, NICHOLE	06/13/2015	06/30/2015	25.00
94001	GOODSON, BRENDA	06/20/2015	06/30/2015	25.00
94002	HOCKIN, CODY	06/20/2015	06/30/2015	25.00
10-23260	BAIL HELD IN TRUST PAYABLE			
93952	GONZALEZ, LILIANA	04/13/2015	06/24/2015	79.00
93957	STRONG, LISA	05/20/2015	06/17/2015	370.00
93985	MAUGHAN, VICKIE J	02/11/2015	06/24/2015	680.00
10-32-100	Business Licenses - Commercial			
93958	ECONO WASTE	06/01/2015	06/17/2015	116.00
10-32-300	Animal Licenses			
92202	MYERS, ORA	05/27/2015	06/03/2015	2.00
10-36-900	Misc. Revenue			
93797	PETERSON, JILL	06/26/2015	06/30/2015	78.13
10-41-230	Travel & Training			
90132	JEREMIAH'S	04/30/2015	06/03/2015	163.56
10-42-320	Prosecutorial Fees			
5017	POLL, BRANDON L.	05/21/2015	06/03/2015	200.00
5017	POLL, BRANDON L.	05/21/2015	06/03/2015	200.00
10-43-240	Office Supplies			
1704	BURLEIGH, ELAINE	06/19/2015	06/30/2015	18.50
2092	CAPITAL ONE COMMERCIAL (COSTCO)	05/18/2015	06/03/2015	12.99
10-43-275	State Surcharge			
5955	UTAH STATE TREASURER	05/31/2015	06/03/2015	12,441.49
10-43-300	Public Defender Fees			
88617	BUSHELL, RYAN	06/04/2015	06/17/2015	800.00
88617	BUSHELL, RYAN	06/24/2015	06/30/2015	1,400.00
10-43-310	Professional & Technical			
1704	BURLEIGH, ELAINE	06/04/2015	06/24/2015	19.94
2969	GAYLORD, LUTHER	06/08/2015	06/17/2015	39.80
5308	SHRED MASTERS	06/23/2015	06/30/2015	71.00
91463	BEESELEY, JAMES L.	05/27/2015	06/03/2015	100.00
91650	CINTAS FIRST AID & SAFETY	05/26/2015	06/03/2015	64.30
91738	SHAFER, MARIA ANGELICA	06/24/2015	06/30/2015	39.80
10-43-330	Witness Fees			
93950	MYERS, JORDAN	06/05/2015	06/17/2015	18.50
93951	KING, TRAVIS D	06/05/2015	06/17/2015	18.50
93953	JOLLEY, KEIRA T	06/05/2015	06/17/2015	18.50
93954	HUNSAKER, BLAKE	06/05/2015	06/17/2015	18.50
93955	D'AGNILLO, JOHN	06/05/2015	06/17/2015	18.50
93956	CLAYTON, BOYD	06/05/2015	06/17/2015	18.50
93959	SILLET, KAREN R	06/05/2015	06/17/2015	18.50
93960	SMITH, KIMBRYANNA	06/05/2015	06/17/2015	18.50
93961	RUIZ, LYS E	06/05/2015	06/17/2015	18.50
10-44-230	Travel & Training			
3574	ICMA	06/04/2015	06/29/2015	850.00
7341	WEBER AREA DISPATCH 911	05/15/2015	06/17/2015	351.00
10-44-240	Office Supplies & Miscell			
5343	STAPLES	05/28/2015	06/08/2015	46.49

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
5343	STAPLES	05/30/2015	06/17/2015	14.78
5343	STAPLES	06/20/2015	06/30/2015	325.53
5343	STAPLES	05/29/2015	06/30/2015	9.03
10-44-248	Vehicle Maintenance			
2992	GENUINE PARTS CO./NAPA (SLC)	06/17/2015	06/30/2015	37.12
2992	GENUINE PARTS CO./NAPA (SLC)	06/17/2015	06/30/2015	104.72
10-44-280	Telephone			
5326	SPRINT	05/28/2015	06/08/2015	53.19
6006	VERIZON WIRELESS	05/23/2015	06/17/2015	13.34
6006	VERIZON WIRELESS	05/23/2015	06/17/2015	40.01
10-44-300	Gas, Oil & Tires			
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	43.96
10-44-310	Professional & Technical			
4297	NATIONAL BENEFITS SERVICES	05/31/2015	06/03/2015	50.00
90147	ITUNES	06/18/2015	06/24/2015	6.40
90147	ITUNES	06/18/2015	06/24/2015	6.40
91583	HEALTHEQUITY INC	05/01/2015	06/03/2015	177.00
10-49-130	Retirement Benefits			
90153	EDUCATORS MUTUAL INSURANCE	05/21/2015	06/03/2015	22.40
93807	PEHP GROUP INSURANCE	06/22/2015	06/24/2015	404.83
10-49-290	City Postage			
5526	THE MAIL ROOM, ETC.	06/24/2015	06/24/2015	1,400.00
10-49-291	Newsletter Printing			
7652	ALPHAGRAPHICS	06/04/2015	06/08/2015	1,103.60
93429	MAILCHIMP	06/12/2015	06/15/2015	30.00
10-49-321	I/T Supplies			
93061	FIVE 9'S COMMUNICATIONS	05/14/2015	06/03/2015	575.00
93850	ULINE.COM	06/08/2015	06/29/2015	163.99
10-49-322	Computer Contracts			
92395	IRON MOUNTAIN	04/30/2015	06/03/2015	78.00
92395	IRON MOUNTAIN	05/31/2015	06/30/2015	78.00
10-49-323	City-wide Telephone			
2021	COMCAST	05/15/2015	06/03/2015	299.95
2021	COMCAST	06/04/2015	06/17/2015	164.70
2021	COMCAST	05/27/2015	06/24/2015	164.70
2021	COMCAST	06/15/2015	06/30/2015	299.95
10-49-324	City-wide Internet			
2021	COMCAST	06/04/2015	06/17/2015	295.15
2021	COMCAST	05/27/2015	06/24/2015	287.26
10-49-515	City Donations			
2092	CAPITAL ONE COMMERCIAL (COSTCO)	05/07/2015	06/03/2015	100.00
10-49-520	Employee Assistance Plan			
1495	BLOMQUIST HALE CONSULTING GROU	06/01/2015	06/03/2015	300.00
10-49-597	Employee Recognition Prog			
89736	CINEMARK THEATRES	06/22/2015	06/24/2015	1,610.00
10-49-600	Community Programs			
2092	CAPITAL ONE COMMERCIAL (COSTCO)	04/29/2015	06/03/2015	61.14
2092	CAPITAL ONE COMMERCIAL (COSTCO)	05/05/2015	06/03/2015	89.23
2092	CAPITAL ONE COMMERCIAL (COSTCO)	05/19/2015	06/03/2015	78.32
6006	VERIZON WIRELESS	05/23/2015	06/17/2015	13.34
10-49-615	SoFi - Recognition Program			
2092	CAPITAL ONE COMMERCIAL (COSTCO)	05/07/2015	06/03/2015	41.97
7058	SWIFT, SCOTT	06/15/2015	06/17/2015	200.00
88936	DOLLAR TREE	06/11/2015	06/15/2015	11.00
89037	THE PIE PIZZERIA	05/28/2015	06/03/2015	59.04
93972	HOWARD, CRAIG	06/15/2015	06/17/2015	200.00
93973	WOLD, JAMES	06/15/2015	06/17/2015	200.00
93974	B-FIT MEALS	06/15/2015	06/17/2015	200.00

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
93975	CROUSE, JENNIFER	06/15/2015	06/17/2015	200.00
93976	GUIBORD, NATE	06/15/2015	06/17/2015	200.00
10-49-620	Youth City Council			
2480	EDWARDS, MARCI	06/19/2015	06/30/2015	8.00
10-49-700	Small Equipment			
4227	MOTOROLA INC.	06/25/2015	06/30/2015	1,676.75
88468	CDW-G	05/29/2015	06/17/2015	614.64
10-51-260	Senior Center Maint & Util			
2021	COMCAST	06/03/2015	06/03/2015	160.47
4230	QUESTAR	05/22/2015	06/03/2015	42.14
4230	QUESTAR	06/22/2015	06/30/2015	22.86
6000	ROCKY MOUNTAIN POWER	05/28/2015	06/03/2015	331.06
10-51-262	Old City Hall Utilities			
4230	QUESTAR	05/22/2015	06/03/2015	174.94
4230	QUESTAR	06/22/2015	06/30/2015	78.16
6000	ROCKY MOUNTAIN POWER	05/28/2015	06/03/2015	328.33
10-51-263	Fire Station #82 Utilities			
4230	QUESTAR	06/19/2015	06/30/2015	38.70
6000	ROCKY MOUNTAIN POWER	06/01/2015	06/08/2015	351.28
10-51-264	Station #82 Maintenance			
1352	BELL JANITORIAL SUPPLY	06/19/2015	06/30/2015	22.48
5575	THOMAS PETROLEUM, LLC	05/19/2015	06/17/2015	329.90
10-51-265	Cleaning Contract			
5115	RECOMMENDED BUILDING MAINTENAN	06/01/2015	06/08/2015	1,299.50
10-51-270	New City Hall Maintenance			
2959	G & K SERVICES	05/05/2015	06/08/2015	25.62
2959	G & K SERVICES	05/12/2015	06/08/2015	25.62
2959	G & K SERVICES	05/19/2015	06/08/2015	25.62
2959	G & K SERVICES	05/26/2015	06/08/2015	25.62
3017	ROBERTSON, CHERYL	06/01/2015	06/17/2015	140.00
5052	HOFFMAN UTAH, INC	05/18/2015	06/08/2015	885.50
6460	WHITEHEAD WHOLESALE ELECTRIC	05/21/2015	06/08/2015	64.45
6460	WHITEHEAD WHOLESALE ELECTRIC	06/17/2015	06/30/2015	267.05
93019	AIRE FILTER PRODUCTS- UTAH, LLC	06/17/2015	06/30/2015	273.12
10-51-275	New City Hall Utilities			
4230	QUESTAR	05/22/2015	06/03/2015	591.51
4230	QUESTAR	06/22/2015	06/30/2015	356.53
6000	ROCKY MOUNTAIN POWER	05/28/2015	06/03/2015	5,178.49
10-51-280	Old City Building Repairs			
1352	BELL JANITORIAL SUPPLY	06/12/2015	06/30/2015	122.20
3724	JERRY'S PLUMBING SPECIALTIES	05/07/2015	06/30/2015	152.09
3724	JERRY'S PLUMBING SPECIALTIES	05/21/2015	06/30/2015	17.99
3724	JERRY'S PLUMBING SPECIALTIES	05/26/2015	06/30/2015	97.84
3724	JERRY'S PLUMBING SPECIALTIES	05/27/2015	06/30/2015	64.29
5479	STUART ROOFING, INC.	06/23/2015	06/30/2015	120.00
6460	WHITEHEAD WHOLESALE ELECTRIC	05/20/2015	06/08/2015	37.01
10-52-120	Commission Allowance			
5070	PRUESS, STEVE	06/16/2015	06/24/2015	275.00
5226	ROUNDS, RAYMOND	06/16/2015	06/24/2015	300.00
5276	SEBAHAR, SHANNON	06/16/2015	06/24/2015	275.00
91268	GURR, JENNIFER & DAX	06/16/2015	06/24/2015	175.00
92712	LAYTON, MIKE	06/16/2015	06/24/2015	325.00
92713	HESLOP, TODD	06/16/2015	06/24/2015	275.00
92714	HANSEN, CHRISTOPHER	06/16/2015	06/24/2015	250.00
10-52-310	Professional & Technical Servi			
4018	LANDMARK DESIGN	06/02/2015	06/24/2015	5,150.50
6145	WASATCH CIVIL ENGINEERING CORP	06/02/2015	06/08/2015	70.50
6145	WASATCH CIVIL ENGINEERING CORP	06/02/2015	06/08/2015	235.00

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
93205	ANDERSON CALL & WILKINSON PC	05/31/2015	06/24/2015	210.00
93626	YORK HOWELL, LLC	06/18/2015	06/24/2015	3,510.50
10-55-131 WTC - A/C Contract				
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	91.85
5944	UTAH COMMUNICATIONS AUTHORITY	05/31/2015	06/24/2015	23.25
6006	VERIZON WIRELESS	05/23/2015	06/17/2015	40.01
88366	ADAMS AVENUE PARKWAY	06/26/2015	06/29/2015	100.00
10-55-132 Liquor Funds Expenditures				
91866	UPS	06/17/2015	06/24/2015	15.48
10-55-210 Mbrshps, Bks & Sub - Police				
5950	UTAH CHIEFS OF POLICE ASSOC.	05/20/2015	06/17/2015	8.82
10-55-230 Travel & Training - Police				
92382	PERFETTO, ANTHONY	06/12/2015	06/17/2015	92.00
93703	PUBLIC GRANTS & TRAINING INITIATIVES	06/25/2015	06/29/2015	180.61
10-55-240 Office Supplies - Police				
3511	RICOH USA, INC	05/22/2015	06/17/2015	79.24
5343	STAPLES	05/23/2015	06/03/2015	261.61
5343	STAPLES	06/10/2015	06/24/2015	53.75
5343	STAPLES	06/25/2015	06/29/2015	33.57
10-55-245 Clothing Contract - Police				
104	A-1 UNIFORMS	06/04/2015	06/17/2015	66.76
104	A-1 UNIFORMS	06/15/2015	06/24/2015	101.76
104	A-1 UNIFORMS	06/18/2015	06/24/2015	345.51
104	A-1 UNIFORMS	06/18/2015	06/30/2015	212.76
104	A-1 UNIFORMS	06/25/2015	06/30/2015	281.24
104	A-1 UNIFORMS	06/22/2015	06/30/2015	228.52
104	A-1 UNIFORMS	06/23/2015	06/30/2015	132.64
104	A-1 UNIFORMS	06/18/2015	06/30/2015	150.88
2261	DEHART, WILFORD	06/26/2015	06/30/2015	94.97
10-55-246 Special Dept Supplies - Police				
1704	BURLEIGH, ELAINE	06/24/2015	06/30/2015	26.00
2232	DASH MEDICAL GLOVES	06/22/2015	06/29/2015	80.90
2232	DASH MEDICAL GLOVES	06/22/2015	06/29/2015	200.70
2652	FEDEX	06/18/2015	06/29/2015	44.30
5323	SIRCHIE FINGER PRINT LABORATOR	06/25/2015	06/29/2015	226.99
5511	SUPERIOR WATER AND AIR, INC.	06/14/2015	06/17/2015	19.95
6121	WAL-MART STORES, INC.	06/25/2015	06/29/2015	30.16
10-55-247 Animal Control Costs				
800	ANIMAL EMERGENCY CENTER	06/01/2015	06/17/2015	11.47
1728	CAMPBELL PET COMPANY	06/26/2015	06/29/2015	661.35
3750	JOHNSON ELECTRIC MOTOR	01/08/2015	06/17/2015	140.00
3895	KIESEL SALES & SERVICE	05/26/2015	06/24/2015	57.99
4159	LOWE'S BUSINESS ACCOUNT	06/26/2015	06/29/2015	435.98
6360	WEBER COUNTY TRANSFER STATION	06/09/2015	06/17/2015	5.00
6360	WEBER COUNTY TRANSFER STATION	05/27/2015	06/17/2015	5.00
6360	WEBER COUNTY TRANSFER STATION	06/02/2015	06/17/2015	5.00
6360	WEBER COUNTY TRANSFER STATION	06/11/2015	06/24/2015	5.00
6360	WEBER COUNTY TRANSFER STATION	06/15/2015	06/24/2015	5.00
6360	WEBER COUNTY TRANSFER STATION	06/23/2015	06/30/2015	5.00
88366	ADAMS AVENUE PARKWAY	06/26/2015	06/29/2015	100.00
90558	ANIMAL CARE VET ANIMAL HOSPITAL	05/31/2015	06/17/2015	2,202.95
90558	ANIMAL CARE VET ANIMAL HOSPITAL	06/26/2015	06/30/2015	110.00
90752	AMAZON.COM	06/25/2015	06/29/2015	437.80
91115	NORTHSIDE ANIMAL CLINIC	06/01/2015	06/17/2015	159.40
91455	MILLCREEK ANIMAL HOSPITAL	06/03/2015	06/17/2015	155.00
91455	MILLCREEK ANIMAL HOSPITAL	05/29/2015	06/17/2015	125.00
91455	MILLCREEK ANIMAL HOSPITAL	05/26/2015	06/17/2015	135.50
91455	MILLCREEK ANIMAL HOSPITAL	05/20/2015	06/17/2015	120.00

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
91455	MILLCREEK ANIMAL HOSPITAL	05/19/2015	06/17/2015	257.40
91455	MILLCREEK ANIMAL HOSPITAL	05/15/2015	06/17/2015	100.00
91455	MILLCREEK ANIMAL HOSPITAL	05/13/2015	06/17/2015	15.00
91455	MILLCREEK ANIMAL HOSPITAL	05/08/2015	06/17/2015	215.03
91455	MILLCREEK ANIMAL HOSPITAL	05/06/2015	06/17/2015	166.68
91455	MILLCREEK ANIMAL HOSPITAL	06/10/2015	06/24/2015	50.00
91455	MILLCREEK ANIMAL HOSPITAL	06/12/2015	06/24/2015	155.00
91467	PET SOURCE, LLC	06/26/2015	06/29/2015	3,848.95
92778	VISTAPRINT	06/25/2015	06/29/2015	67.99
93987	REVIVAL ANIMAL HEALTH	06/25/2015	06/29/2015	150.98
10-55-248 Vehicle Maintenance - Police				
1459	BIG O TIRES	06/16/2015	06/30/2015	20.00
1459	BIG O TIRES	06/11/2015	06/30/2015	20.00
5044	PROFESSIONAL AUTOMOTIVE EQUIP	05/14/2015	06/08/2015	167.50
6045	VEHICLE LIGHTING SOLUTIONS	06/23/2015	06/30/2015	1,428.00
6045	VEHICLE LIGHTING SOLUTIONS	06/25/2015	06/30/2015	276.05
6420	WESTLAND FORD	06/11/2015	06/30/2015	20.90
6420	WESTLAND FORD	06/16/2015	06/30/2015	40.30
6420	WESTLAND FORD	06/24/2015	06/30/2015	19.66
88026	SKAGGS COMPANIES, INC.	06/26/2015	06/30/2015	350.00
88026	SKAGGS COMPANIES, INC.	06/26/2015	06/30/2015	350.00
89878	GOLDEN SPIKE HARLEY-DAVIDSON	04/24/2015	06/24/2015	3,521.56
89878	GOLDEN SPIKE HARLEY-DAVIDSON	06/24/2015	06/30/2015	194.85
91820	PVP COMMUNICATIONS	06/18/2015	06/30/2015	1,074.44
92122	LN CURTIS & SONS	06/26/2015	06/30/2015	2,407.00
10-55-280 Telephone/Internet - Police				
4228	CENTURY LINK	06/01/2015	06/24/2015	192.28
4875	PARKE, DARIN	06/08/2015	06/24/2015	29.92
5326	SPRINT	05/28/2015	06/08/2015	634.65
6006	VERIZON WIRELESS	05/23/2015	06/17/2015	1,079.44
10-55-300 Gas, Oil & Tires - Police				
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	3,468.54
3613	JACK'S TIRE & OIL, INC.	06/22/2015	06/30/2015	802.72
6420	WESTLAND FORD	06/18/2015	06/30/2015	1,237.28
89878	GOLDEN SPIKE HARLEY-DAVIDSON	06/24/2015	06/30/2015	221.59
10-55-310 Professional & Tech - Police				
3363	HEUSSER NEWEIGH	06/15/2015	06/30/2015	150.00
5944	UTAH COMMUNICATIONS AUTHORITY	05/31/2015	06/24/2015	1,162.50
88015	IHC WORK MED	06/01/2015	06/24/2015	94.00
88015	IHC WORK MED	06/01/2015	06/24/2015	44.00
88015	IHC WORK MED	06/01/2015	06/24/2015	44.00
93886	RHINO FLEET TRACKING	06/01/2015	06/15/2015	10.00
10-55-475 Youth Court Expenses				
2270	DINGMAN, GREGORY	06/12/2015	06/30/2015	79.00
4118	DALTON, LISA	06/12/2015	06/30/2015	79.00
91740	YOUTH COURT ASSOCIATION	06/12/2015	06/17/2015	700.00
10-55-649 Lease Interest/Taxes				
3511	RICOH USA, INC	06/18/2015	06/24/2015	54.25
10-55-650 Lease Payments - Police				
3511	RICOH USA, INC	06/18/2015	06/24/2015	182.66
10-55-700 Small Equipment - Police				
92122	LN CURTIS & SONS	06/25/2015	06/30/2015	1,482.00
10-57-230 Travel & Training				
6421	WEST, CAMERON	06/12/2015	06/17/2015	112.00
90633	GUEST SERVICES, INC.	06/12/2015	06/17/2015	125.20
10-57-245 Clothing Contract				
104	A-1 UNIFORMS	05/12/2015	06/17/2015	26.00-
104	A-1 UNIFORMS	05/04/2015	06/30/2015	399.78

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
104	A-1 UNIFORMS	06/15/2015	06/30/2015	419.52
104	A-1 UNIFORMS	06/15/2015	06/30/2015	419.52
104	A-1 UNIFORMS	06/18/2015	06/30/2015	419.52
104	A-1 UNIFORMS	06/24/2015	06/30/2015	267.64
104	A-1 UNIFORMS	06/09/2015	06/30/2015	417.52
863	APPARATUS EQUIPMENT & SERVICES	05/06/2015	06/08/2015	4,399.00
92609	MUNICIPAL EMERGENCY SERVICES	05/18/2015	06/03/2015	1,119.80
92697	WORK SHOE HQ	06/11/2015	06/30/2015	130.00
92697	WORK SHOE HQ	06/11/2015	06/30/2015	125.00
92697	WORK SHOE HQ	06/11/2015	06/30/2015	130.00
92697	WORK SHOE HQ	06/11/2015	06/30/2015	130.00
92728	PREATOR, MITCH	06/25/2015	06/30/2015	150.00
92916	STOKER, RAYANN	05/28/2015	06/08/2015	825.00
10-57-246 Special Department Supplies				
1455	BIG 5 SPORTING GOODS	06/25/2015	06/29/2015	89.00
2021	COMCAST	05/27/2015	06/03/2015	17.45
4159	LOWE'S BUSINESS ACCOUNT	06/03/2015	06/08/2015	26.00
4460	OGDEN BLUE PRINT & SUPPLY CO.	06/03/2015	06/08/2015	25.83
5121	SYMBOL ARTS	06/15/2015	06/24/2015	495.00
92432	CHUCK-A-RAMA	06/09/2015	06/15/2015	29.09
10-57-250 Vehicle Maintenance				
863	APPARATUS EQUIPMENT & SERVICES	05/04/2015	06/08/2015	1,345.00
1459	BIG O TIRES	05/27/2015	06/08/2015	20.00
1459	BIG O TIRES	06/01/2015	06/08/2015	20.00
2992	GENUINE PARTS CO./NAPA (SLC)	06/02/2015	06/08/2015	9.06
2992	GENUINE PARTS CO./NAPA (SLC)	06/15/2015	06/30/2015	17.94
2992	GENUINE PARTS CO./NAPA (SLC)	06/17/2015	06/30/2015	8.04
2992	GENUINE PARTS CO./NAPA (SLC)	06/18/2015	06/30/2015	28.21
2992	GENUINE PARTS CO./NAPA (SLC)	06/18/2015	06/30/2015	9.98
5180	ROSS EQUIPMENT COMPANY INC.	06/04/2015	06/17/2015	480.00
6420	WESTLAND FORD	06/15/2015	06/30/2015	36.69
92651	FIRST CALL (O'REILLY)	06/05/2015	06/17/2015	7.47
10-57-255 Other Equipment Maintenance				
4070	LES OLSON COMPANY	06/16/2015	06/30/2015	525.00
10-57-280 Telephone/Internet				
5326	SPRINT	05/28/2015	06/08/2015	129.26
6006	VERIZON WIRELESS	05/23/2015	06/17/2015	240.16
10-57-300 Gas, Oil & Tires				
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	687.47
3613	JACK'S TIRE & OIL, INC.	06/10/2015	06/17/2015	1,501.52
5575	THOMAS PETROLEUM, LLC	06/04/2015	06/08/2015	1.00
10-57-310 Professional & Technical				
5944	UTAH COMMUNICATIONS AUTHORITY	05/31/2015	06/24/2015	651.00
88015	IHC WORK MED	06/01/2015	06/24/2015	44.00
93545	EXPERCOM	06/02/2015	06/08/2015	159.88
10-57-330 Fire Prevention/ Community Edu				
93981	BLOOM RECYCLERS	06/16/2015	06/24/2015	158.40
93983	TOONE STAINLESS, INC.	06/16/2015	06/24/2015	1,000.00
10-57-400 Emergency Management Planning				
2291	DIRECTV	06/19/2015	06/24/2015	145.01
4551	OGDEN CITY CORPORATION	05/21/2015	06/03/2015	1,230.00
6563	SATCOM GLOBAL INC.	06/01/2015	06/17/2015	100.38
10-57-700 Small Equipment				
3434	HOME DEPOT/GEFC	06/24/2015	06/29/2015	35.88
4159	LOWE'S BUSINESS ACCOUNT	06/25/2015	06/29/2015	21.96
6541	WILKINSON SUPPLY	06/25/2015	06/29/2015	4.78
93545	EXPERCOM	05/28/2015	06/08/2015	2,269.76

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
10-58-210	Books, Subscrip. & Memberships			
5853	UTAH CHAPTER ICC	06/15/2015	06/17/2015	75.00
5853	UTAH CHAPTER ICC	06/15/2015	06/17/2015	25.00
10-58-245	Clothing Allowance			
2117	CROWN TROPHY	06/16/2015	06/24/2015	145.00
10-58-280	CELLULAR PHONE			
5326	SPRINT	05/28/2015	06/08/2015	63.58
10-58-300	Gas, Oil & Tires			
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	38.35
10-58-315	PROFESSIONAL & TECHNICAL			
93772	KIMBALL ENGINEERING	06/08/2015	06/17/2015	170.00
10-60-230	Travel & Training			
735	ANDERSEN, JON	06/23/2015	06/24/2015	112.00
90633	GUEST SERVICES, INC.	06/23/2015	06/24/2015	125.20
10-60-240	Office Supplies & Expense			
5511	SUPERIOR WATER AND AIR, INC.	06/06/2015	06/17/2015	19.95
93545	EXPERCOM	06/02/2015	06/08/2015	39.94
10-60-248	Vehicle Maintenance			
2992	GENUINE PARTS CO./NAPA (SLC)	06/11/2015	06/30/2015	201.53
2992	GENUINE PARTS CO./NAPA (SLC)	06/11/2015	06/30/2015	36.02
5044	PROFESSIONAL AUTOMOTIVE EQUIP	05/14/2015	06/08/2015	167.50
5044	PROFESSIONAL AUTOMOTIVE EQUIP	06/10/2015	06/30/2015	20.00
5325	SIX STATES	06/09/2015	06/30/2015	799.47
5325	SIX STATES	06/09/2015	06/30/2015	128.00
6420	WESTLAND FORD	06/19/2015	06/30/2015	72.17
92503	LEGACY EQUIPMENT	05/28/2015	06/17/2015	243.08
92503	LEGACY EQUIPMENT	05/28/2015	06/17/2015	463.30
93230	KENT'S REPAIR	06/02/2015	06/30/2015	19.25
10-60-260	Building & Grounds Maintenance			
91650	CINTAS FIRST AID & SAFETY	06/01/2015	06/30/2015	49.25
93989	ADVANCED DOOR	06/26/2015	06/30/2015	4,515.20
10-60-270	Utilities			
4230	QUESTAR	05/26/2015	06/03/2015	87.47
4230	QUESTAR	05/26/2015	06/03/2015	27.25
4230	QUESTAR	06/22/2015	06/30/2015	7.94
4230	QUESTAR	06/22/2015	06/30/2015	50.44
6000	ROCKY MOUNTAIN POWER	05/28/2015	06/03/2015	58.27
6000	ROCKY MOUNTAIN POWER	05/28/2015	06/03/2015	21.11
6000	ROCKY MOUNTAIN POWER	05/28/2015	06/03/2015	34.33
6000	ROCKY MOUNTAIN POWER	06/01/2015	06/08/2015	14.02
6000	ROCKY MOUNTAIN POWER	06/01/2015	06/08/2015	10.97
6000	ROCKY MOUNTAIN POWER	06/01/2015	06/08/2015	30.85
6000	ROCKY MOUNTAIN POWER	06/01/2015	06/08/2015	13.08
6000	ROCKY MOUNTAIN POWER	05/29/2015	06/08/2015	795.04
6000	ROCKY MOUNTAIN POWER	05/29/2015	06/08/2015	6.16
6000	ROCKY MOUNTAIN POWER	05/29/2015	06/08/2015	20.05
6000	ROCKY MOUNTAIN POWER	05/29/2015	06/08/2015	70.76
6000	ROCKY MOUNTAIN POWER	05/29/2015	06/08/2015	18.41
6000	ROCKY MOUNTAIN POWER	06/03/2015	06/08/2015	10.97
6000	ROCKY MOUNTAIN POWER	06/04/2015	06/17/2015	29.97
6000	ROCKY MOUNTAIN POWER	06/04/2015	06/17/2015	6.54
6000	ROCKY MOUNTAIN POWER	06/05/2015	06/17/2015	26.83
6000	ROCKY MOUNTAIN POWER	06/10/2015	06/24/2015	154.44
6000	ROCKY MOUNTAIN POWER	06/19/2015	06/30/2015	1,431.43
10-60-280	Telephone			
2021	COMCAST	05/26/2015	06/17/2015	391.20
5326	SPRINT	05/28/2015	06/08/2015	551.57

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
10-60-300	Gas, Oil & Tires			
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	532.64
6420	WESTLAND FORD	06/25/2015	06/30/2015	1,255.28
10-60-310	Professional			
2959	G & K SERVICES	05/05/2015	06/08/2015	15.00
2959	G & K SERVICES	05/12/2015	06/08/2015	15.00
2959	G & K SERVICES	05/19/2015	06/08/2015	15.00
2959	G & K SERVICES	05/26/2015	06/08/2015	15.00
5944	UTAH COMMUNICATIONS AUTHORITY	05/31/2015	06/30/2015	186.00
88468	CDW-G	05/13/2015	06/08/2015	257.88
10-60-400	Class C Maintenance			
1735	CATE RENTAL & SALES, LLC	06/24/2015	06/30/2015	1,550.00
3020	GRANITE CONSTRUCTION CO.	05/13/2015	06/08/2015	64.24
3020	GRANITE CONSTRUCTION CO.	05/18/2015	06/08/2015	46.64
3020	GRANITE CONSTRUCTION CO.	05/28/2015	06/17/2015	44.00
3020	GRANITE CONSTRUCTION CO.	05/29/2015	06/17/2015	44.44
3020	GRANITE CONSTRUCTION CO.	06/02/2015	06/17/2015	113.96
3020	GRANITE CONSTRUCTION CO.	06/08/2015	06/30/2015	134.64
3020	GRANITE CONSTRUCTION CO.	06/03/2015	06/30/2015	110.44
3020	GRANITE CONSTRUCTION CO.	06/11/2015	06/30/2015	43.56
3020	GRANITE CONSTRUCTION CO.	06/09/2015	06/30/2015	128.04
10-60-600	Siemens Streetlight Lease			
93279	SIEMENS PUBLIC, INC	05/21/2015	06/03/2015	6,883.11
93279	SIEMENS PUBLIC, INC	05/21/2015	06/03/2015	2,295.38
10-60-650	Lease Payments			
6620	XEROX CORPORATION	06/01/2015	06/08/2015	252.58
10-60-700	Small Equipment			
6541	WILKINSON SUPPLY	06/24/2015	06/30/2015	919.96
10-70-240	Special Dept. Supplies - Parks			
1352	BELL JANITORIAL SUPPLY	05/27/2015	06/08/2015	269.00
1620	BOMAN & KEMP	06/16/2015	06/30/2015	140.00
2594	EWING IRRIGATION PRODUCTS	05/08/2015	06/08/2015	64.46
2594	EWING IRRIGATION PRODUCTS	05/08/2015	06/08/2015	141.00
2594	EWING IRRIGATION PRODUCTS	05/15/2015	06/08/2015	175.50
2594	EWING IRRIGATION PRODUCTS	05/15/2015	06/08/2015	295.73
2594	EWING IRRIGATION PRODUCTS	05/16/2015	06/08/2015	10.33
2594	EWING IRRIGATION PRODUCTS	05/19/2015	06/08/2015	137.97
2594	EWING IRRIGATION PRODUCTS	06/05/2015	06/30/2015	11.05
2594	EWING IRRIGATION PRODUCTS	06/11/2015	06/30/2015	175.78
3040	GRAINGER	05/13/2015	06/17/2015	52.21
3434	HOME DEPOT/GEFC	04/30/2015	06/08/2015	4.20
3724	JERRY'S PLUMBING SPECIALTIES	06/15/2015	06/30/2015	133.12
3724	JERRY'S PLUMBING SPECIALTIES	05/28/2015	06/30/2015	202.35
3724	JERRY'S PLUMBING SPECIALTIES	05/07/2015	06/30/2015	45.45
4700	OGDEN LAWN & GARDEN	05/27/2015	06/08/2015	29.76
5300	SHERWIN WILLIAMS	06/15/2015	06/30/2015	34.48
5300	SHERWIN WILLIAMS	06/15/2015	06/30/2015	9.77
5496	SUNSET KUBOTA	06/01/2015	06/30/2015	170.00
88054	SUNPLAY POOL & SPA	06/16/2015	06/30/2015	137.95
91778	J & J NURSERY & GARDEN CENTER	05/29/2015	06/17/2015	3,302.30
93431	BEST-IN-THE W. LAWN CARE & PEST CONTROL	04/28/2015	06/03/2015	450.00
93935	TRACTOR SUPPLY CO.	05/29/2015	06/03/2015	55.95
93988	MASTER ELECTRICAL SERVICE	06/24/2015	06/30/2015	7,685.00
10-70-244	Office Supplies Expense			
5511	SUPERIOR WATER AND AIR, INC.	06/01/2015	06/17/2015	19.95
10-70-248	Vehicle Maintenance			
1459	BIG O TIRES	05/21/2015	06/08/2015	49.95
2992	GENUINE PARTS CO./NAPA (SLC)	05/20/2015	06/08/2015	41.53

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
2992	GENUINE PARTS CO./NAPA (SLC)	06/18/2015	06/30/2015	7.19
2992	GENUINE PARTS CO./NAPA (SLC)	06/15/2015	06/30/2015	1.38
2992	GENUINE PARTS CO./NAPA (SLC)	06/15/2015	06/30/2015	43.41
3360	HERRICK INDUSTRIAL SUPPLY	03/05/2015	06/30/2015	263.00
5496	SUNSET KUBOTA	06/16/2015	06/30/2015	53.50
6541	WILKINSON SUPPLY	06/16/2015	06/30/2015	26.04
10-70-260 Building Maintenance				
4229	MOUNTAIN ALARM	04/30/2015	06/08/2015	2,272.50
10-70-270 Utilities				
4230	QUESTAR	05/22/2015	06/03/2015	29.71
4230	QUESTAR	06/22/2015	06/30/2015	10.07
6000	ROCKY MOUNTAIN POWER	05/28/2015	06/03/2015	263.23
6000	ROCKY MOUNTAIN POWER	05/28/2015	06/03/2015	29.49
6000	ROCKY MOUNTAIN POWER	05/29/2015	06/08/2015	14.28
6000	ROCKY MOUNTAIN POWER	05/29/2015	06/08/2015	20.30
6000	ROCKY MOUNTAIN POWER	05/29/2015	06/08/2015	48.19
6000	ROCKY MOUNTAIN POWER	05/29/2015	06/08/2015	89.11
6000	ROCKY MOUNTAIN POWER	06/03/2015	06/08/2015	14.96
6000	ROCKY MOUNTAIN POWER	06/04/2015	06/17/2015	60.33
6000	ROCKY MOUNTAIN POWER	06/04/2015	06/17/2015	24.03
6000	ROCKY MOUNTAIN POWER	06/05/2015	06/17/2015	11.94
10-70-280 Telephone/Internet				
2021	COMCAST	05/13/2015	06/17/2015	230.32
2021	COMCAST	06/13/2015	06/30/2015	230.32
5326	SPRINT	05/28/2015	06/08/2015	270.26
10-70-300 Gas, Oil & Tires				
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	94.41
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	333.05
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	53.58
3613	JACK'S TIRE & OIL, INC.	05/28/2015	06/30/2015	824.82
10-70-310 Professional & Technical				
3750	JOHNSON ELECTRIC MOTOR	04/27/2015	06/17/2015	97.50
88015	IHC WORK MED	06/01/2015	06/24/2015	44.00
88015	IHC WORK MED	06/01/2015	06/24/2015	44.00
88015	IHC WORK MED	06/01/2015	06/24/2015	44.00
10-70-320 Urban Forestry Commssion				
6020	VALLEY NURSERY INCORPORATED	05/27/2015	06/17/2015	441.60
10-70-550 Parks Maintenance Projects				
93188	BIG T RECREATION	06/10/2015	06/17/2015	2,675.00
93188	BIG T RECREATION	05/06/2015	06/17/2015	2,675.00
10-71-240 Office Supplies Expense				
5511	SUPERIOR WATER AND AIR, INC.	06/01/2015	06/17/2015	19.95
10-71-241 Comp League Expenses				
5260	SAVON	06/02/2015	06/08/2015	554.48
10-71-242 Special Dept. Supplies				
1455	BIG 5 SPORTING GOODS	06/04/2015	06/08/2015	59.96
1455	BIG 5 SPORTING GOODS	06/25/2015	06/29/2015	19.99
5300	SHERWIN WILLIAMS	06/08/2015	06/30/2015	38.52
8066	MACEY'S	06/25/2015	06/29/2015	23.98
10-71-250 Gym Facility Utilities/Opertns				
92254	SOUTH OGDEN JR. HIGH	06/05/2015	06/17/2015	2,982.64
10-71-280 Telephone/Internet				
2021	COMCAST	05/27/2015	06/17/2015	172.31
5326	SPRINT	05/28/2015	06/08/2015	55.13
6006	VERIZON WIRELESS	05/23/2015	06/17/2015	40.01
10-71-310 Professional & Technical				
88015	IHC WORK MED	06/01/2015	06/24/2015	44.00
88015	IHC WORK MED	06/01/2015	06/24/2015	44.00

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
88015	IHC WORK MED	06/01/2015	06/24/2015	44.00
10-71-350 Officials Fees				
89130	REID, CHRIS	05/27/2015	06/08/2015	100.00
93247	JUGLER, PRESTON	06/10/2015	06/17/2015	50.00
93266	BRANT, TOM	06/03/2015	06/08/2015	50.00
93266	BRANT, TOM	06/08/2015	06/17/2015	50.00
93266	BRANT, TOM	06/10/2015	06/17/2015	50.00
93266	BRANT, TOM	06/15/2015	06/30/2015	50.00
93307	SACKETT, MARK	06/17/2015	06/30/2015	100.00
93390	RICHINS, COREY	06/10/2015	06/17/2015	50.00
93390	RICHINS, COREY	06/17/2015	06/30/2015	50.00
93390	RICHINS, COREY	06/22/2015	06/30/2015	50.00
93407	TRACY, JAMES	05/27/2015	06/08/2015	50.00
93825	ROSS, BILL	05/27/2015	06/08/2015	50.00
93825	ROSS, BILL	06/10/2015	06/17/2015	50.00
93864	HANCOCK, DAVE	06/02/2015	06/08/2015	50.00
93905	ANDREASEN, LACY	06/08/2015	06/17/2015	50.00
93905	ANDREASEN, LACY	06/22/2015	06/30/2015	50.00
93947	HART, CORY	06/03/2015	06/08/2015	100.00
93948	WILLSON, KURT	06/08/2015	06/08/2015	50.00
93948	WILLSON, KURT	06/08/2015	06/08/2015	50.00
93948	WILLSON, KURT	06/15/2015	06/30/2015	50.00
93948	WILLSON, KURT	06/17/2015	06/30/2015	50.00
12-30-200 Sponsor Donations				
2117	CROWN TROPHY	06/15/2015	06/24/2015	125.00-
12-40-300 Entertainment				
8214	MERRILL, BRENDE	06/19/2015	06/19/2015	2,100.00
88162	CD MOBILE MUSIC	06/18/2015	06/24/2015	200.00
89073	BRADSHAW, KENNETH	06/15/2015	06/17/2015	1,500.00
91319	STODDARD, GARY	06/15/2015	06/17/2015	125.00
93020	McCULLOUGH, JILL	06/19/2015	06/19/2015	250.00
93872	EMERSON DRIVE TOURING, LLC	06/19/2015	06/19/2015	7,500.00
93968	KAUFMAN, STEVE	06/15/2015	06/17/2015	2,200.00
93969	N' DA HOWZ PRODUCTIONS	06/15/2015	06/17/2015	1,500.00
93977	CARESS, ELIAS	06/15/2015	06/17/2015	250.00
93978	CAMARGO, OSCAR	06/15/2015	06/17/2015	125.00
93979	WOOD, BRITTNEY	06/15/2015	06/17/2015	50.00
93986	SHOENFELD, CARSON	06/15/2015	06/24/2015	25.00
94004	WKRP PRODUCTIONS	06/29/2015	06/30/2015	200.00
12-40-350 Printing & Banners				
4211	MONSTER MURAL, THE	06/15/2015	06/17/2015	1,144.00
7652	ALPHAGRAPHICS	06/02/2015	06/03/2015	1,236.32
7652	ALPHAGRAPHICS	05/29/2015	06/17/2015	136.74
7652	ALPHAGRAPHICS	06/04/2015	06/17/2015	43.05
7652	ALPHAGRAPHICS	06/01/2015	06/17/2015	250.00
7652	ALPHAGRAPHICS	06/08/2015	06/17/2015	246.78
7652	ALPHAGRAPHICS	06/11/2015	06/24/2015	195.70
7652	ALPHAGRAPHICS	06/15/2015	06/24/2015	128.01
7652	ALPHAGRAPHICS	04/30/2015	06/30/2015	1,480.00
93530	OGDEN LITHO INC.	06/15/2015	06/24/2015	103.50
12-40-375 Equipment Rentals				
2277	DIAMOND RENTAL	06/15/2015	06/17/2015	7,363.95
2277	DIAMOND RENTAL	06/23/2015	06/24/2015	87.75
5461	STRIDE RACING	06/18/2015	06/24/2015	750.00
5498	SUNSTATE EQUIPMENT CO.	06/18/2015	06/30/2015	535.80
5498	SUNSTATE EQUIPMENT CO.	06/18/2015	06/30/2015	315.80
5498	SUNSTATE EQUIPMENT CO.	06/18/2015	06/30/2015	315.80
5498	SUNSTATE EQUIPMENT CO.	06/18/2015	06/30/2015	315.80

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
5498	SUNSTATE EQUIPMENT CO.	06/18/2015	06/30/2015	315.80
5498	SUNSTATE EQUIPMENT CO.	06/18/2015	06/30/2015	315.80
5498	SUNSTATE EQUIPMENT CO.	06/18/2015	06/30/2015	315.80
5498	SUNSTATE EQUIPMENT CO.	06/18/2015	06/30/2015	615.91
5498	SUNSTATE EQUIPMENT CO.	06/18/2015	06/30/2015	615.91
5498	SUNSTATE EQUIPMENT CO.	06/18/2015	06/30/2015	637.66
5498	SUNSTATE EQUIPMENT CO.	06/18/2015	06/30/2015	615.91
5498	SUNSTATE EQUIPMENT CO.	06/18/2015	06/30/2015	835.91
5498	SUNSTATE EQUIPMENT CO.	06/19/2015	06/30/2015	359.76
5498	SUNSTATE EQUIPMENT CO.	06/18/2015	06/30/2015	615.91
91791	TRAFFIC SAFETY RENTALS	06/30/2015	06/30/2015	1,204.70
92148	THE BEAT OF TIME	06/03/2015	06/03/2015	15,500.00
92955	GOLDEN SPIKE EVENT CENTER	06/15/2015	06/17/2015	460.00
93449	A-COMPANY INC.	06/24/2015	06/30/2015	1,394.00
12-40-380 Carnival Pay-Out				
92485	MIDWAY WEST AMUSEMENTS	06/30/2015	06/30/2015	6,709.50
12-40-390 Telephone Expense				
6006	VERIZON WIRELESS	05/23/2015	06/17/2015	13.33
12-40-400 T-shirt Printing				
2117	CROWN TROPHY	06/15/2015	06/24/2015	3,775.00
12-40-410 Awards				
8066	MACEY'S	06/12/2015	06/15/2015	906.36
8066	MACEY'S	06/18/2015	06/24/2015	69.90
89978	TEXAS ROADHOUSE	06/16/2015	06/24/2015	300.00
12-40-425 Golf Tourney Fees				
6651	ZURCHERS PARTY & WEDDING STORE	06/15/2015	06/24/2015	131.94
90007	OGDEN GOLF & COUNTRY CLUB	06/23/2015	06/30/2015	12,504.00
12-40-475 Miscellaneous Expenses				
1352	BELL JANITORIAL SUPPLY	06/16/2015	06/30/2015	171.66
3434	HOME DEPOT/GEFC	06/15/2015	06/29/2015	89.76
3434	HOME DEPOT/GEFC	06/15/2015	06/29/2015	47.45
4831	ORIENTAL TRADING	06/05/2015	06/08/2015	498.40
5190	ROTARY CLUB OF OGDEN	06/15/2015	06/17/2015	250.00
5343	STAPLES	06/02/2015	06/03/2015	20.99
5343	STAPLES	06/12/2015	06/15/2015	78.17
5343	STAPLES	06/18/2015	06/24/2015	41.96
5605	TONY'S PIZZA	06/24/2015	06/29/2015	37.10
6370	WEEKS, ZALINDA LANETTE	06/29/2015	06/30/2015	500.00
6372	WEBER MORGAN HEALTH DEPT	06/05/2015	06/08/2015	231.00
6651	ZURCHERS PARTY & WEDDING STORE	06/19/2015	06/24/2015	20.63
7954	BONNEVILLE HIGH SCHOOL - PTSA	06/15/2015	06/17/2015	250.00
88170	JELSCO AWARDS & SIGNS	06/18/2015	06/24/2015	75.00
88936	DOLLAR TREE	06/11/2015	06/15/2015	18.00
89037	THE PIE PIZZERIA	06/16/2015	06/24/2015	70.48
89037	THE PIE PIZZERIA	06/15/2015	06/24/2015	28.18
89407	BONNEVILLE HIGH THEATER	06/15/2015	06/17/2015	1,000.00
89908	HANCOCK FABRICS	06/19/2015	06/24/2015	9.98
90774	KAPETANOV, QUINN	06/18/2015	06/24/2015	50.00
90816	RANCHERITOS MEXICAN FOOD	06/24/2015	06/29/2015	174.65
91069	FRESH MARKET	06/05/2015	06/08/2015	95.00
91934	US POSTAL SERVICE	06/18/2015	06/24/2015	33.42
91951	MAVERIK	06/18/2015	06/24/2015	2.45
92602	McDONALDS	06/10/2015	06/15/2015	71.88
92979	EVERGREEN SOILS & RECYCLING, LLC	06/08/2015	06/30/2015	379.50
93970	BRUSATTO, ALYSSA K	06/15/2015	06/17/2015	125.00
93971	McCULLOUGH, CHRYSOPHER	06/15/2015	06/17/2015	125.00
93980	TACO BELL	06/19/2015	06/24/2015	25.31
94003	DEEM, KATHI	06/29/2015	06/30/2015	500.00

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
31-40-100	Administrative & Professional			
92194	US BANK	05/22/2015	06/08/2015	1,750.00
40-21300	ACCOUNTS PAYABLE			
226	ADVANCED PAVING	05/18/2015	06/24/2015	4,999.96
40-30-200	Interest			
226	ADVANCED PAVING	05/18/2015	06/24/2015	8.97
51-40-280	Telephone			
6006	VERIZON WIRELESS	05/23/2015	06/17/2015	80.04
51-40-290	Building Maintenance			
93989	ADVANCED DOOR	06/26/2015	06/30/2015	896.00
51-40-300	Gas, Oil & Tires			
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	534.40
51-40-310	Professional & Technical Servi			
2284	DIVISION OF WATER RIGHTS	06/05/2015	06/08/2015	150.00
2284	DIVISION OF WATER RIGHTS	06/05/2015	06/08/2015	150.00
5018	PRO-LINK FENCE CO.	06/15/2015	06/30/2015	1,976.00
5352	SMITH HARTVIGSEN, PLLC	06/04/2015	06/08/2015	460.00
7652	ALPHAGRAPHICS	06/26/2015	06/29/2015	1,715.74
51-40-320	Blue Stake Service			
1513	BLUE STAKES OF UTAH	04/30/2015	06/17/2015	216.69
1513	BLUE STAKES OF UTAH	05/31/2015	06/17/2015	232.50
51-40-330	Valve Repair			
5999	UTILITY COATING & FABRICATION	06/22/2015	06/30/2015	16,035.24
51-40-480	Special Department Supplies			
541	OLDCASTLE PRECAST	05/11/2015	06/08/2015	663.16
541	OLDCASTLE PRECAST	05/18/2015	06/08/2015	2,016.09
541	OLDCASTLE PRECAST	06/04/2015	06/30/2015	181.72
3020	GRANITE CONSTRUCTION CO.	05/14/2015	06/08/2015	110.44
3020	GRANITE CONSTRUCTION CO.	05/12/2015	06/08/2015	514.36
3434	HOME DEPOT/GECF	05/22/2015	06/08/2015	40.93
5850	USA BLUE BOOK	05/20/2015	06/08/2015	108.76
5850	USA BLUE BOOK	06/01/2015	06/17/2015	43.56
5850	USA BLUE BOOK	06/01/2015	06/17/2015	24.56
93966	AMERICAN MARSH PUMP	05/28/2015	06/17/2015	1,442.48
51-40-490	Water Sample Testing			
6355	WEBER BASIN WATER CONSERVANCY	06/10/2015	06/30/2015	180.00
93055	CHEMTECH-FORD LABORATORIES	06/19/2015	06/30/2015	550.00
51-40-560	Power and Pumping			
6000	ROCKY MOUNTAIN POWER	05/28/2015	06/03/2015	96.06
52-40-248	Vehicle Maintenance			
6420	WESTLAND FORD	06/12/2015	06/30/2015	41.70
52-40-300	Gas, Oil & Tires			
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	347.10
52-40-480	Maintenance Supplies			
3434	HOME DEPOT/GECF	05/13/2015	06/08/2015	33.09
3434	HOME DEPOT/GECF	05/27/2015	06/08/2015	29.94
3434	HOME DEPOT/GECF	02/24/2015	06/08/2015	20.00
3434	HOME DEPOT/GECF	03/09/2015	06/08/2015	48.42
5784	UNITED LABORATORIES	05/14/2015	06/17/2015	411.31
5784	UNITED LABORATORIES	05/18/2015	06/17/2015	1,817.47
93967	WISE SAFETY & ENVIRONMENTAL	06/18/2015	06/30/2015	159.00
52-40-610	Central Weber Sewer Fees			
1870	CENTRAL WEBER SEWER IMP. DIST.	05/13/2015	06/03/2015	251,954.00
52-40-700	Small Equipment			
93914	OLYMPUS SAFETY & SUPPLY	04/14/2015	06/17/2015	2,045.55
93967	WISE SAFETY & ENVIRONMENTAL	05/07/2015	06/17/2015	7,536.00
53-40-248	Vehicle Maintenance			
5325	SIX STATES	05/27/2015	06/08/2015	32.09

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
6420	WESTLAND FORD	06/16/2015	06/30/2015	160.89
6420	WESTLAND FORD	06/08/2015	06/30/2015	177.43
53-40-300 Gas, Oil & Tires				
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	266.47
3613	JACK'S TIRE & OIL, INC.	05/21/2015	06/30/2015	687.96
53-40-310 Prof & Tech Services				
93936	ROMERO CONSTRUCTION, INC.	05/26/2015	06/03/2015	1,850.00
53-40-480 Special Department Supplies				
6541	WILKINSON SUPPLY	06/24/2015	06/30/2015	155.45
53-40-700 Small Equipment				
6541	WILKINSON SUPPLY	06/24/2015	06/30/2015	474.50
54-21310 Trailer Deposits				
90001	JUNK, MICHAEL & KATHY	06/12/2015	06/30/2015	100.00
90734	HUBBARD, DEVIN & LESLEE	05/21/2015	06/08/2015	100.00
90734	HUBBARD, DEVIN & LESLEE	06/19/2015	06/30/2015	100.00
90800	OLSON, WINDY	05/28/2015	06/08/2015	100.00
93938	CORDOVA, DANIEL	05/14/2015	06/03/2015	100.00
93939	OLSEN, CHRISTINA	05/01/2015	06/03/2015	100.00
93942	BRIMHALL, REBECCA	05/27/2015	06/08/2015	100.00
93943	MADSEN, DONNELL	05/28/2015	06/08/2015	100.00
93949	JORDAN, RINA	06/04/2015	06/17/2015	100.00
93994	HARREL, AMANDA	06/10/2015	06/30/2015	100.00
93995	DAWSON, GEORGE	05/28/2015	06/30/2015	100.00
54-40-240 Office Spplies				
5343	STAPLES	06/11/2015	06/30/2015	632.31
89037	THE PIE PIZZERIA	06/25/2015	06/29/2015	235.37
54-40-248 Vehicle Maintenance				
1459	BIG O TIRES	05/21/2015	06/08/2015	20.00
2992	GENUINE PARTS CO./NAPA (SLC)	04/22/2015	06/30/2015	53.72
54-40-290 Building Maintenance				
88306	COLONIAL FLAG & SPECIALITY CO.	06/17/2015	06/30/2015	53.70
88306	COLONIAL FLAG & SPECIALITY CO.	06/16/2015	06/30/2015	125.00
88306	COLONIAL FLAG & SPECIALITY CO.	06/04/2015	06/30/2015	195.00
54-40-300 Gas, Oil & Tires				
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	243.69
54-40-420 Allied Waste - Contract Srvc.				
92490	ALLIED WASTE SERVICES #493	06/18/2015	06/24/2015	35,164.32
54-40-430 Tipping Fees				
6360	WEBER COUNTY TRANSFER STATION	05/31/2015	06/17/2015	20,044.92
54-40-440 Additional Cleanups				
92490	ALLIED WASTE SERVICES #493	06/18/2015	06/24/2015	505.25
54-40-615 Junk Ordinance Enforcement				
93965	WARNE CHEMICAL & EQUIPMENT	06/08/2015	06/17/2015	2,855.00
54-40-750 Capital Outlay				
5140	RICHARDS SIGN COMPANY	06/17/2015	06/30/2015	342.60
58-30-201 Ambulance Fees - S/O - DPS				
93940	SEVY, DAVID	06/04/2015	06/08/2015	138.16
93941	BUCHANAN, DONALD	06/04/2015	06/08/2015	9.50
93984	LYMAN, SUNDIN	06/18/2015	06/24/2015	69.84
58-40-250 Equipment Maintenance				
2992	GENUINE PARTS CO./NAPA (SLC)	06/25/2015	06/30/2015	2.15
6420	WESTLAND FORD	06/26/2015	06/30/2015	209.58
58-40-300 Gas, Oil & Tires				
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	206.27
2970	STATE OF UTAH GAS CARD-FUELMAN	05/01/2015	06/03/2015	244.00
58-40-310 Professional & Technical				
88468	CDW-G	05/21/2015	06/03/2015	96.64
91128	UDOH BUREAU OF EMS	06/03/2015	06/08/2015	50.00

Vendor Number	Vendor Name	Invoice Date	Date Paid	Amount Paid
58-40-480	Special Department Supplies			
91650	CINTAS FIRST AID & SAFETY	05/28/2015	06/08/2015	77.84
58-40-490	Disposable Medical Supplies			
4099	LIFE-ASSIST, INC.	06/11/2015	06/17/2015	1,339.16
4333	NORCO, INC.	05/13/2015	06/17/2015	35.21
4333	NORCO, INC.	05/20/2015	06/17/2015	81.26
4333	NORCO, INC.	05/27/2015	06/17/2015	81.26
4333	NORCO, INC.	06/15/2015	06/17/2015	183.52
61-40-400	Professional			
5352	SMITH HARTVIGSEN, PLLC	06/04/2015	06/08/2015	16.00
67-21300	Accounts Payable			
92313	SUB S & S, LLC	05/15/2015	06/03/2015	81,072.47
92313	SUB S & S, LLC	05/15/2015	06/03/2015	62,500.00
67-40-400	Professional & Technical			
92705	KEDDINGTON & CHRISTENSEN, LLC	06/08/2015	06/08/2015	1,293.75
67-40-450	Payment to Costco/Kimco			
3899	KIMCO OF UTAH	06/03/2015	06/03/2015	47,500.00
88555	COSTCO WHOLESALE	06/03/2015	06/03/2015	47,500.00
67-40-475	Tax Increment Incentives			
92313	SUB S & S, LLC	05/15/2015	06/03/2015	62,500.00
67-40-480	Sales Tax Incentives			
92313	SUB S & S, LLC	05/15/2015	06/03/2015	83,973.56
Grand Totals:				1,084,225.02

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Only paid invoices included.

Invoice Detail.Description = {<->} "1099 adjustment"

City Council Staff Report



Subject: Proposed Changes to the Subdivision Ordinance
(Title 11 of South Ogden City Code)

Author: Mark Vlastic

Department: Planning & Zoning

Date: July 7, 2015

Background

Staff has conducted a review of the existing Subdivision Ordinance (Title 11 of South Ogden City Code) to ensure compatibility with recent changes made to the Zoning Ordinance in addition to recent revisions to the *Public Works Standard Drawings, Details and Technical Specifications*. This assessment also addresses possible improvements to make the ordinance more efficient, consistent and easier to implement.

Discussion/Analysis

A copy of the South Ogden Subdivision Ordinance follows. Proposed text deletions are indicated by ~~red strikethrough text~~; new text by red text or purple text. To summarize, many of the proposed changes have focused on specific modifications related to recent changes to the zoning ordinance and public works standards. In addition, a new chapter has been added to address the fact that the current title does not provide clear direction regarding amendments and changes to approved subdivisions. The title of the proposed chapter is:

Chapter 5: SUBDIVISION AMENDMENTS, ALTERATIONS AND VACATIONS

Recommendation

The South Ogden Planning Commission discussed the proposed changes during meetings held in May and June 2015. A public hearing to receive public comment was held on June 11th. The Planning Commission thereupon unanimously recommended that the proposed changes be forwarded to the City Council for approval.

Title 11

Subdivision Regulations

Chapter 1

GENERAL PROVISIONS; DEFINITIONS

11-1-1: PURPOSE AND INTENT:

A. Specified: The underlying purpose and intent of this title is to promote the health, safety, convenience and general welfare of the inhabitants of the city in the matter of subdivision of land and related matters affected by such subdivision.

B. Evidence Of Best Interest: Any proposed subdivision and its ultimate use shall be ~~in the best interests of the public welfare and the neighborhood development of the area concerned and the subdivider shall present evidence to this effect when requested to do so by the planning commission.~~ supported by the General Plan.

Comment [LK1]: This wording suggested by Commissioner Sebahar.

C. Variations, Exceptions: In cases where unusual topographical or other exceptional conditions exist, variations and exceptions from this title may be made by the city council after recommendation by the planning commission. (Ord. 793, 7-11-1989)

11-1-2: SCOPE:

A. Compliance Required: No person shall subdivide any tract of land which is located wholly or in part in the city, except in compliance with this title.

B. Sales, Exchanges Of Land: No person shall sell or exchange or offer to sell or exchange any parcel of land which is a part of a subdivision of a larger tract of land, nor offer for recording in the office of the county recorder any deed conveying such a parcel of land, or any interest therein, unless such subdivision has been created pursuant to and in accordance with the provisions of this title; provided, that this title shall not apply to any lot or lots forming a part of a subdivision created and recorded prior to the effective date of the initial subdivision regulations adopted by the city on August 10, 1955. (Ord. 793, 7-11-1989)

11-1-3: DEFINITIONS:

The words and terms defined in this chapter shall have the meanings indicated. Words used in the present tense include the future; words in the singular number include the plural; and words in the plural include the singular. Words not included herein but defined elsewhere in the city ordinances shall be construed as termed therein. The word "shall" is mandatory. ~~The following words and phrases used in this title shall have the respective meanings hereinafter set forth, unless a different meaning clearly appears from the context:~~

Comment [LK2]: Staff could find no definitional changes below that were affected by the recently adopted Public Works Standards, which deals primarily with detailed technical specifications and standards related to construction.

Staff has indicated some changes to be considered based on recent discussions related to the zoning ordinance.

ALLEY: A public thoroughfare less than twenty six feet (26') wide. (Approval of public alleys will be given by city council only.)

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

BONA FIDE DIVISION OR PARTITION OF AGRICULTURAL LAND FOR AGRICULTURAL DEVELOPMENT PURPOSE: The division of a parcel of land into two (2) or more lots or parcels, none of which is less than five (5) acres in

area; and provided, that no dedication of any street is required to serve any such lots or parcels of agricultural land so created.

CITY: South Ogden City, Utah.

CITY COUNCIL: City Council of South Ogden City, Utah.

CITY ENGINEER: Any registered civil engineer appointed by the city council to accomplish the objectives of this title; provided, that no such person may serve the city and a subdivider in the city simultaneously where he would have to check his own work or the work of a member of his firm in connection with any subdivision in the city.

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

HALF STREETS: Approval and construction of half streets is not allowed in the city.

LOT: A parcel of land comprising a unit within a subdivision or a unit of land for building development or transfer of ownership, together with such yards, open spaces, lot width and area as required by the zoning title of South Ogden City having frontage upon street or upon right of way approved by the planning commission and/or the board of adjustment.

LOT RIGHT OF WAY: An easement of not less than sixteen feet (16') wide reserved by the lot owners as private access to serve the lots through which it passes.

MASTER STREET PLAN: A plan, labeled "master street plan of the city of South Ogden", approved by the city council.

OFFICIAL MAP: A map adopted by the city council under the provisions of Utah Code Annotated section 10-9-306, as amended.

PARCEL OF LAND: A contiguous quantity of land, in the possession of, or owned by, or recorded as the property of the same claimant or person.

PERSON: Any individual, corporation, partnership, firm or association of individuals however styled or designated.

PLANNING COMMISSION: The South Ogden City planning commission.

PROTECTION STRIP: A strip of land running parallel and adjacent to a public street and the abutting private property, created for the purpose of controlling the access of property owners abutting the street.

STREET: A thoroughfare which has been dedicated to the public and accepted by proper public authority, or a thoroughfare of standard width which has become a public thoroughfare by right of use and which affords the principal access to the abutting property.

STREET, ARTERIAL, ~~MAJOR OR MINOR~~: A street existing or proposed, which serves or is intended to serve as a major traffic way and is designated on the master street plan, may be classified a controlled-access highway, major street, parkway or other equivalent term to identify those streets comprising the basic structure of the street plan. ~~A major arterial not less than one hundred feet (100') width of right of way, and a minor arterial not less than eighty feet (80') width of right of way.~~

Comment [LK3]: Change made in consultation with City Engineer Brad Jensen. Any reference to specific widths will be removed as they are referenced in the Public Works Standards

STREET, COLLECTOR: A street, existing or proposed, of considerable continuity which is the main means of access to the major street system. ~~A thoroughfare not less than sixty six feet (66') width of right of way.~~

Comment [LK4]: See Comment [LK3] above.

STREET, CUL-DE-SAC: A terminal street provided with a turnaround.

STREET, MARGINAL ACCESS (FRONTAGE ROADWAY): A street which is parallel to and adjacent to a limited access major or minor arterial street and which provides access to abutting properties and provides protection from through traffic. ~~A thoroughfare not less than sixty feet (60') width of right of way.~~

Comment [LK5]: See Comment [LK3] above.

STREET, PRIVATE: A street, existing or proposed, within a subdivision and/or planned residential development which has been reserved by dedication unto the subdivider, lot owners or homeowners association; to be used as private access to serve the lots and homes within the subdivision and/or planned residential development. ~~This street may be less than sixty feet (60') in width upon review and approval by the city.~~ This private street shall be maintained by the subdivider or other private agency.

Comment [LK6]: Recent discussions related to the PRUD Ordinance have indicated that private streets should not be allowed to be constructed to a lesser standard than the equivalent public street.

STREET, STANDARD RESIDENTIAL: A street, existing or proposed, which is supplementary to a collector street and of limited continuity which serves or is intended to serve the local needs of a neighborhood. ~~A thoroughfare not less than sixty feet (60') width of right of way.~~

Comment [LK7]: See Comment [LK3] above.

SUBDIVISION: A. The division of any tract, lot or parcel of land owned ~~presently, or the time of adoption of the original subdivision regulations of South Ogden City on August 10, 1955,~~ as an undivided tract by one individual or by joint tenants or tenants in common or by the entirety, into two (2) or more lots, plots or other divisions of land for the purpose, whether immediate or future, of sale or of building development; provided, that said term shall not include a bona fide division or partition of agricultural land for agricultural development purposes. The word "subdivide" and any derivative thereof shall have reference to the term "subdivision", as herein defined.

Comment [LK8]: Check with legal staff to see if this can be removed.

B. For the purpose of these regulations, a subdivision of shall land include: 1) the dedication of a road, highway, or street through a tract of land, regardless of area, which may create a division of lots or parcels constituting a "subdivision"; 2) resubdivision of land heretofore divided or platted into lots, sites or parcels.

SUBDIVISION, CLUSTER¹: A subdivision of land in which the residential lots have areas less than the minimum lot area of the zone in which the subdivision is located, but which complies with the cluster subdivision provisions of the zoning title and in which a significant part of the land is privately reserved or dedicated as permanent open space to provide an attractive low density character for the residential lots in the subdivision.

SUBDIVISION, PRUD: A Planned Residential Unit Development is a residential development planned as a complete, single complex. It incorporates a definite development theme which includes the elements of usable open spaces, diversity of lot design or residential use, amenities, a well-planned circulation system, attractive entrances and similar elements as part of the design. The incorporation of one or two (2) of these elements into a development does not make a PRUD. The combination of all of these elements is necessary for the development of a PRUD to be considered.

Comment [LK9]: Planning Commission suggested this definition be added.

ZONING ORDINANCE: The zoning ordinance of South Ogden City as adopted by the city council of South Ogden City, on January 8, 1980, as amended from time to time (codified as [title 10](#) of this code). (Ord. 793, 7-11-1989; amd. 2001 Code)

Chapter 2 PLAT PROCEDURES

11-2-1: PRELIMINARY PLAT:

A. Preliminary Information: Each person who proposes to subdivide land in the city shall confer with the planning commission staff before preparing any plats, charts or plans in order to become familiar with the city subdivision requirements and existing master plans for the territory in which the proposed subdivision lies and to discuss the proposed plan of development of the tract. (Ord. 793, 7-11-1989)

B. Preliminary Plan Filing: A preliminary plan shall be prepared in conformance with the [Public Works Standard Drawings, Details & Technical Specifications](#) and rules and regulations contained herein and the current required number of copies thereof shall be submitted to the planning commission for approval or disapproval. One print shall be delivered by the planning commission to each of the affected entities such as the city departments, power company, school district, service district, UDOT, etc., for their information and recommendations. A public hearing notice of the date, time, location, and project information shall be published ten (10) days prior to the hearing or mailed to the adjoining property owners to provide a minimum three (3) day notice of the hearing before the planning commission. (Ord. 06-09, 3-7-2006, eff. 3-7-2006)

C. Preliminary Plan Requirements:

1. All drawings and/or prints shall be clear and legible, drawn ~~according to professional engineering practices, as outlined below: in waterproof black India drawing ink on approved Mylar sheets. Size of drawing shall be twenty four inches by thirty six inches (24" x 36") with one half inch (1/2") border on top, bottom and right sides, left side border shall be one and one half inches (1 1/2")~~

Comment [LK10]: These are outdated practices.

The preliminary plan shall be drawn to a scale not smaller than one hundred feet to the inch (1" = 100'), [on a 24'x36' sheet](#) and shall show:

- a. The proposed name of the subdivision (such name must be cleared through the county recorder's office).
- b. Its location as forming a part of a larger tract or parcel, where the plat submitted covers only a part of the subdivider's tract or only a part of a larger vacant area. In such case, a sketch of the prospective future street system of the unplatted parts shall be submitted, and the street system of the part submitted shall be considered in the light of adjustments and connections with the future street system of the larger area and other surrounding areas.
- c. Sufficient information to locate accurately the property shown on the plan.
- d. The names and addresses of the subdivider, the engineer or surveyor of the subdivision, and the owners of the land immediately adjoining the land to be subdivided.
- e. Contours at intervals of two feet (2'), ~~or as otherwise approved, five feet (5'), or ten feet (10')~~
- f. The boundary lines of the tract to be subdivided shall be indicated.
- g. The location, widths and other dimensions of all existing or platted streets and other important features such as railroad lines, watercourses, exceptional topography, utility conduits, and buildings within or immediately adjacent to the tract to be subdivided.
- h. Existing sanitary sewers, storm drains, water supply mains, culverts and natural drainage channels within the tract and immediately adjacent thereto.
- i. The locations, widths and other dimensions of proposed public streets, private streets, alleys, utility easements, parks, other open spaces and lots, with proper labeling of spaces to be dedicated to the public or designated as private streets.

Comment [LK11]: Change made in consultation with City Engineer and City Planner.

2. Plans or written statements regarding the proposed storm water drainage facilities and other proposed improvements, such as planting and parks, and any grading of individual lots. (Ord. 793, 7-11-1989)

D. Preliminary Plan Approval: The preliminary plan shall be reviewed by the planning commission which shall act on the plan as submitted or modified within sixty (60) days after its presentation. If approved, the planning commission shall express its written approval with or without specific conditions. If the preliminary plan is disapproved, the planning commission shall indicate its disapproval in writing and list the reasons for such disapproval. Approval of the preliminary plan shall be authorization for the subdivider to proceed with

the preparation of the final plat improvement drawings and specifications for the minimum improvements required by this title and the ~~standard drawings attached to the ordinance codified~~ [Public Works Standard Drawings, Details & Technical Specifications](#).

E. Time Limitation: Approval of the preliminary plan by the planning commission shall be valid for a maximum period of one year after approval, unless upon application of the subdivider, the planning commission grants an extension. If the final plat has not been submitted within the one year or approved extended period, the preliminary plan must again be submitted to the planning commission for reapproval; however, preliminary approval of a development shall not be voided; provided, that the final plat of the first section is submitted for final approval within the one year period. (Ord. 793, 7-11-1989; amd. 2001 Code)

F. Grading Limitation: No large scale excavation, grading or regrading shall take place on any land for which a subdivision preliminary plan has been submitted until such plan has been given preliminary approval by the planning commission. (Ord. 793, 7-11-1989)

11-2-2: FINAL PLAT:

A. Tentative Final Plat Required:

1. Prior to the submission of the final plat, the subdivider shall submit two (2) copies of the tentative final plat to the planning commission, who shall check the tentative final plat against the requirements and conditions of approval of the preliminary plan, and refer one copy to the city engineer for checking.
2. The planning commission shall return one copy of the checked tentative final plat to the subdivider indicating thereon any changes required by the planning commission and/or the city engineer.

B. Final Plat Required:

1. After compliance with the provisions of section [11-2-1](#) of this chapter, the subdivider shall submit a final plat with the ~~"current required number of copies"~~ thereof to the planning commission. Such plat shall be accompanied by a "letter of certification" by the subdivider's engineer and/or surveyor, indicating that all lots meet the requirements of the zoning title.
2. The final plat and accompanying information shall be submitted to the planning commission at least seven (7) days prior to a regularly scheduled planning commission meeting in order to be considered at said meeting.

Comment [LK12]: Should this be changed to ten days? Would work better with preparation of packet and finalization of agenda.

C. Final Plat Requirements: ~~The final plat shall be submitted on a sheet of approved mylar. The outside or trim dimensions shall be twenty four inches by thirty six inches (24" x 36") and the borderline of the plat shall be drawn in heavy lines leaving a space of at least one half inch (1/2") margin on all four (4) sides of the sheet. The final plat shall be clear and legible, drawn according to professional engineering standards. in waterproof black India drawing ink, on approved Mylar sheets.~~ Size of drawing shall be twenty four inches by thirty six inches (24" x 36") with one-half inch (1/2") border on top, bottom and right sides, left side border shall be one and one-half inches (1 1/2").

The plat shall be so drawn that the top of the sheet faces either north or east, whichever accommodates the drawing best. ~~All lines, dimensions and markings shall be made on approved mylar with black waterproof India drawing ink.~~ The plat shall be made to a scale large enough to clearly show all details, in any case not smaller than one hundred feet to the inch (1" = 100'), and the workmanship on the finished drawing shall be neat, clean cut and legible. The plat shall be signed by all parties mentioned in subsection C7 of this section, duly authorized and required to sign, and shall contain the following information:

Comment [LK13]: These are outdated methods.

Comment [LK14]: This was removed in the pdf version. Remove here as well?

1. The subdivision name, and the general location of the subdivision, in bold letters at the top of the sheet.
2. Where a subdivision complies with the cluster subdivision provisions of the zoning title and the provisions of this chapter, the final plat shall indicate underneath the subdivision name, the words "cluster subdivision".
3. A north arrow and scale of the drawing, and the current date.
4. Accurately drawn boundaries, showing the proper bearings and dimensions of all boundary lines of the subdivision. These lines should be slightly heavier than street and lot lines.

5. The names, widths, lengths, bearings and curve data on center lines of proposed streets, alleys and easements; also the boundaries bearing and dimensions of all portions within the subdivision as intended to be dedicated to the use of the public; the lines, dimensions bearings and numbers of all lots, address of lots within the subdivision. All lots are to be numbered consecutively under a definite system approved by the planning commission. The street naming/numbering and lot addressing shall be provided by the city engineer and written on the plat by the subdivider's engineer and/or surveyor.

6. Parcels of land to be dedicated as public park, storm water detention basins or to be permanently reserved for private common open space shall be included in the lot numbering system and shall also be titled "public park" or "private common open space", whichever is applicable.

7. The standard forms approved by the planning commission for all subdivision plats lettered for the following:

- a. Description of land to be included in subdivision, with total acres.
- b. Land surveyor's certificate of survey.
- c. Owner's dedication certificate.
- d. Notary public's acknowledgement.
- e. Planning commission's certificate of approval.
- f. City engineer's certificate of approval.
- g. City attorney's certificate of approval.

~~h. Public works director's certificate of approval.~~

i. City council's certificate of acceptance, signed by the mayor and attested by the city recorder.

8. A three inch by three inch (3" x 3") space in the lower right-hand corner of the drawing for recording information.

Comment [LK15]: City Engineer and staff agree this signature not needed.

D. Construction Drawings:

~~1. The subdivider shall cause to be prepared by a qualified professional engineer, not in the employ of the city, a complete set of plans and profiles, construction details and construction design data of all streets, existing and proposed, and all utilities and improvements to be constructed within the subdivision and furnish such information to the city engineer with the final plat. Size of drawings shall be twenty four inches by thirty six inches (24" x 36") with one half inch ($\frac{1}{2}$ ") border on top, bottom and right sides. Left side shall be one and one half inches ($1\frac{1}{2}$ "). All lines, dimensions and markings shall be made on approved mylar with black waterproof India drawing ink. The final plat shall be clear and legible, drawn according to professional engineering standards according to professional engineering practice in waterproof black India drawing ink, on approved Mylar sheets.~~

~~2. In general, the following shall be included on the construction drawings:~~

- ~~a. North arrow (plan).~~
- ~~b. Scale and elevations above sea level referenced (benchmark established, shall be shown on the construction drawings).~~
- ~~c. Stationing and elevations for profiles.~~
- ~~d. Materials, slope, size and pressure class specified of all pipelines.~~
- ~~e. Typical roadway cross sections for all street sizes and variations.~~
- ~~f. Details of all structures (namely, catch basins, manholes, etc.)~~
- ~~g. Top of curb elevations at PC, PT, BCR and at ends and where needed, along with curve data.~~
- ~~h. Flow direction, high point, type of cross drainage structures at intersections with adequate flow line elevations.~~
- ~~i. Street survey monument locations and coordinates tied to the point of beginning.~~
- ~~j. BM location and elevations (use approved datum).~~
- ~~k. Location of street lighting.~~

~~3. Upon completion of all construction improvements, the developer shall cause to be submitted one set of mylar "as constructed" construction drawings for filing in the office of the city engineer.~~

Shall conform with ~~ORDINANCE NO. 15-09~~ Section 1.3 [South Ogden City](#) (Public Works Standards Drawings, Details & Technical Specifications) and as indicated below:

E. Engineer's Cost Estimate: The subdivider shall cause to be prepared by a qualified engineer, not in the employ of the city, a complete cost estimate, which shall indicate a list of all the required construction items, quantities and estimated unit bid prices and/or lump sum bid prices. This estimate shall be submitted to the city engineer with the plat and construction drawings to assist the city engineer in determining the amount of the escrow or other agreements required of the developer. (This estimate shall include any contingencies and/or inflation factors as determined applicable by the city engineer.) (Ord. 793, 7-11-1989)

F. Approval Of Final Plat:

1. Prior to approving and signing the final plat, the planning commission shall submit the plat for approval to the city engineer who shall collect all checking fees from the subdivider and who shall check the engineering requirements of the drawings, and determine the amount of the escrow, or other agreements, to assure construction of the improvements where necessary. After approval and signature by the city engineer, the plat shall be submitted to the planning commission for approval and signing by the chair. The plat and financial guarantee shall be submitted to the city attorney and the city council, respectively, for their approval. The final plat, bearing all official approvals as above required, shall be deposited in the office of the county recorder for recording at the expense of the subdivider who shall be notified of such deposit by the office of the county recorder. No building construction shall be started until the recording of the final plat. (Ord. 930, 12-2-1997, eff. 12-2-1997)
2. No plats shall be recorded in the office of the county recorder and no lots included in such plat shall be sold or exchanged unless and until the plat is so approved, signed and accepted by the city.
3. At the time of recording, the subdivider shall pay all costs associated with supplying a reproducible mylar of the plat for filing in the office of the city engineer. (Ord. 793, 7-11-1989)

11-2-3: FILING:

A. General: This section provides a summary of the procedure required by the city for submitting preliminary and final plats, utility construction drawings and other supporting data for construction of subdivisions within the corporate limits of the city.

B. Preliminary Plat: The following procedure shall be followed in submittal and review of the preliminary plat:

1. Master Plan Review: A review shall be made by the subdivider with the planning commission to determine the master plan requirements for the area proposed to be subdivided.
2. Plat Submittal: ~~Thirteen (13) (or the current required amount)~~ Applicant shall submit copies of the preliminary plat ~~copies as required by staff of the preliminary plat shall be submitted to the planning commission for review. These copies shall be distributed for review as follows: seven (7) each~~ who will then distribute copies to the planning commission/consultant, ~~one each and~~ city engineer. Applicant shall be responsible to deliver ~~five (5)~~ a copy to each utility company ~~ies~~ (power, gas, telephone, ~~gas~~, television, irrigation, etc.).
3. Engineer's Report: After completion of his review, the city engineer will prepare and transmit to the planning commission a report summarizing the requirements for utilities and surface improvements, together with results of his review of the preliminary plat.
4. Approval/Rejection:
 - a. After completion of its review, the planning commission shall either approve, reject or conditionally approve the preliminary plat.
 - b. Approval or conditional approval is authorization for the subdivider to proceed with preparation of the final plat.

C. Final Plat: The following procedure shall be followed in submittal and review of the final plat:

1. Plat Submittal: ~~A black ink mylar reproducible original drawing and eight (8) (or the current required amount), blueprints paper copies~~ as required by staff, shall be submitted to the planning commission.

2. Fees: There shall be paid to the city by the owners or developers of the land petitioning for subdivision approval such sum of money as the city council may require to cover engineering review and field inspection costs. Fees shall be paid to the city recorder as per current adopted fee schedule.

3. Construction Drawings: ~~Three (3) (or the current required amount), sets of prints of the drawings as required by the city engineer~~ showing proposed construction shall be sent to the city engineer for ~~his review, comments and~~ approval.

4. Subdivision Agreement: An agreement between the city council and subdivider shall be approved by the city attorney. This agreement shall include the city engineer's approved estimate of improvement costs, which shall be the basis for determination of the amount of required security to cover said improvements.

5. Notice Of Approval: After review and approval of the planning commission, city council, city engineer and city attorney, the subdivider will be notified by the planning commission that the plat has been approved.

6. Recording: The plat shall be recorded by the city recorder within a period of seven (7) days after all required signees on the plat have signed. ~~of all approvals.~~ The owners or developers shall pay all recording fees, along with the cost to provide the city with a reproducible mylar copy of the recorded plat. (Ord. 793, 7-11-1989)

7. Construction: Construction of improvements shall not proceed until recording of the plat has been accomplished. (Ord. 793, 7-11-1989; amd. 2001 Code)

8. Intermediate Inspection: At completion of construction, the city engineer shall make an inspection of all improvements and shall inform the subdivider and city council of the results of the inspection. "As-built drawing" prints shall be submitted to the city engineer prior to his making this inspection. ~~Record mylar reproducible for city files shall be submitted following the city engineer's approval of the "as-built drawing" prints.~~

9. Final Inspection: One year after the completion of construction of improvements (date of intermediate inspection), a final inspection shall be made by the city engineer. The results of this inspection shall be made known to the city council and subdivider and if all work is satisfactory, a recommendation will be made to release the escrow or other security held by the city council. (Ord. 793, 7-11-1989)

11-2-4: MINIMUM IMPROVEMENTS REQUIRED:

For a statement of the improvements required for development within the city, see section 11-4-1 of this title, adopting development standards and specifications for the city and providing that such standards shall be on file with the city engineer. (Ord. 793, 7-11-1989; amd. 2001 Code)

Chapter 3 DESIGN STANDARDS

11-3-1: GENERAL PROVISIONS:

A. Relation To Adjoining Street System:

1. The arrangement of streets in new subdivisions shall make provision for the continuation of the existing streets in adjoining areas (or their proper protection where adjoining land is not subdivided) insofar as such may be deemed necessary by the planning commission for public requirements. The street arrangement must be such as to cause no unnecessary hardship to owners of adjoining property when they plat their own land and seek to provide for convenient access to it. Half streets along the boundary of land proposed for subdivision will not be permitted.
2. Minor streets shall approach the major or collector streets at an angle of not less than eighty degrees (80°).

B. Street Widths, Cul-De-Sacs, Easements, Etc.:

1. Street Dedication: All streets in subdivisions in the city shall be dedicated to the city.
2. Arterial And Collector Streets: Arterial and collector streets shall conform to the width designated on the master street plan wherever a subdivision falls in an area for which a master street plan has been adopted. For territory where such street plan has not been completed at the time the preliminary plan is submitted to

the planning commission, arterial and/or collector streets provided as required by the planning commission, with minimum widths ~~of eighty feet (80') and one hundred feet (100') for major and minor arterial streets and sixty six feet (66') for collector streets~~ according to [Public Works Standard Drawings, Details & Technical Specifications](#)

Comment [LK16]: All changes in this section (11-3-1) were made in consultation with the City Engineer and City Planner.

3. Standard Residential Streets And Terminal Streets: Standard residential streets and terminal streets shall have a minimum width [according to Public Works Standard Drawings, Details & Technical Specifications](#) ~~of sixty feet (60')~~.

4. Terminal Streets (Cul-De-Sacs):

a. Terminal streets (cul-de-sacs) shall ~~not be longer than four hundred feet (400') to the beginning of the turnaround. Each cul-de-sac must be terminated by a turnaround of not less than one hundred ten feet (110') in diameter, right of way dimension. If surface water drainage is into the turnaround due to the grade of the street, necessary catch basins and drainage systems and easements shall be provided.~~ [be designed and constructed in accordance with Public Works Standard Drawings, Details & Technical Specifications](#)

b. Where a street is designed to remain only temporarily as a dead-end street, an adequate asphalt/road base temporary turning area shall be provided [as indicated in the Public Works Standard Drawings and Details in order to remain and be available for public use so long as the dead end condition exists.](#) ~~at the dead end thereof to remain and be available for public use so long as the dead end condition exists.~~

5. Marginal Access Streets (Frontage Roadway): Marginal access streets (frontage roadway) of not less than sixty feet (60') in right-of-way width shall be required paralleling all limited access arterial streets, unless the subdivision is so designed that lots back onto such limited access streets ~~-, and designed and constructed in accordance with Public Works Standard Drawings, Details & Technical Specifications~~ [according to Public Works Standard Drawings, Details & Technical Specifications](#) ~~All standard improvements per the typical cross-section are required.)~~

6. Half Streets: Half streets proposed along a subdivision boundary or within any part of a subdivision shall not be approved.

7. Street Cross Section Standards: All proposed streets shall conform to the city street cross section standards [indicated in the Public Works Standard Drawings and Details or](#) as recommended by the planning commission and adopted by the city council.

8. Street Grades: Except where due to special circumstances, street grades over any sustained length shall not exceed the following percentages:

a. On arterial and collector streets, eight percent (8%);

b. On standard residential and private streets, twelve percent (12%).

9. Alleys: Alleys shall have a minimum easement width of twenty feet (20'). Alleys may be required in the rear of business lots, but will not be accepted in residential blocks except under unusual conditions where such alleys are considered necessary by the planning commission and approved by the city council. The alley cross section shall be approved by the planning commission.

10. Protection Strips: Where subdivision streets parallel contiguous property of other owners, the subdivider may place in trust a protection strip of not less than one foot (1') in width between said street and adjacent property; provided, that an agreement with the city and approved by the city attorney has been made with the subdivider, contracting to place in trust the one foot (1') or larger protection strip free of charge to the city, to be dedicated for street purposes upon payment by the then owners of the contiguous property to the subdivider or their heirs, of a consideration named in the agreement, such consideration to be equal to the current cost of the street improvements properly chargeable to the contiguous property, plus the value of one-half ($\frac{1}{2}$) the land in the street at the time of the agreement, until time of subdivision of such contiguous property.

C. Blocks:

1. The maximum length of blocks generally shall be one thousand three hundred feet (1,300') and the minimum length of blocks shall be five hundred feet (500'). Blocks over eight hundred feet (800') in length may, at the discretion of the planning commission, be provided with a dedicated walkway through the block at approximately the center of the block. Such walkway shall be not less than ten feet (10') in width and shall be fenced.

2. The width of blocks shall be sufficient to allow two (2) tiers of lots, or as otherwise approved by the planning commission because of design, terrain or other unusual conditions.

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

D. Lots:

1. The lot arrangement and design shall be such that lots will provide satisfactory and desirable sites for buildings, and be properly related to topography, and to existing and probable future requirements.
2. All lots shown on the subdivision plat must conform to the minimum area and width requirements of the zoning title for the zone in which the subdivision is located; or
 - a. Except as otherwise permitted by the board of adjustment; or
 - b. As in accordance with cluster subdivision provisions of the zoning title.
3. Each lot shall abut on a public street, dedicated by the subdivision plat or an existing publicly dedicated street, or on a street which has become public by right of use with the asphalt width at least thirty six feet (36') wide, and having a sixty foot (60') right of way, or as approved by the City Council, except as provided in subsection D4 of this section. Interior lots having frontage on two (2) streets shall be allowed access on only one street except where unusual conditions make such other design undesirable and then only with planning commission approval. (The planning commission shall cause a note to be placed on the plat indicating the no access side.)
4. Flag Lots: Flag lots shall be approved by the hearing officer board of adjustment after the a recommendation by the planning commission planning commission has been provided. A lot or lots not having frontage or not having adequate frontage (flag lot) on a street, as required by the zoning title for the zone in which the subdivision is located, but upon a right of way, may be included within a subdivision, provided the following requirements are met:
 - a. The planning commission determines that it is impractical to extend streets to serve such lots.
 - b. The area of the right of way shall be in addition to the minimum lot area requirements of the zone in which the lot is located.
 - c. The grade of any portion of the right of way not exceed fifteen percent (15%).
 - d. Lots so created shall be large enough to comply with all yard and area requirements of the zone in which the lot is located.
 - e. The building setback line shall be established and approved by the planning commission and indicated on the plat.
5. Corner Lots: Corner lots shall have extra width sufficient for maintenance of required building lines on both streets.
6. Side Lines: Side lines of lots shall be approximately at right angles or approximately radial to the street line. Lot lines not radial shall be so noted on the final recording plat.
7. Remnants: All remnants of lots below the minimum size left over after subdividing a larger tract must be added to adjacent lots, rather than allowed to remain as nonconforming or unusable parcels.
8. Parcels In Separate Ownership: Where the land covered by a subdivision includes two (2) or more parcels in separate ownership and the lot arrangement is such that a property ownership line divides one or more lots, the land in each lot so divided shall be transferred by deed to either single or joint ownership before approval of the final plat, and such transfer certified to the planning commission by the county recorder.
9. Natural Drainage And Other Easements: The planning commission may require that easements for drainage through this and adjoining property be provided by the subdivider, and easements of not less than fourteen feet (14') in width for water, sewers, drainage, power lines and other utilities shall be provided in the subdivision when required by the planning commission.

E. Parks, School Sites And Other Public Places:

1. In subdividing property, the planning commission shall give consideration to suitable sites for schools, parks, playgrounds and other areas for similar public use.
2. Such sites shall be indicated on the preliminary plan, which shall be referred to the city council and/or school board for their concurring approval.
3. If approved, the site shall be indicated on the approved preliminary subdivision plan in order that the city council and/or school board and subdivider may commence negotiations in exercising the option on the site

Comment [LK17]: This section needs to be reviewed by legal staff. Is a flag lot in essence a variance and need to follow the requirements of a variance?

granted by the subdivider to the city and/or school board at the time of annexation of the land to the city in accordance with the current annexation ordinance of the City¹ in force at the time.

F. Cluster Subdivision; Special Provisions:

1. Design Standards:

a. The design of the preliminary and final plat of the subdivision in relation to streets, blocks, lots, common open spaces and other design factors shall be in harmony with the intent of zoning regulations, elements of the master plans that have been adopted by the city council, and design standards recommended by the planning commission and approved by the city council.

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

2. Provision For Common Open Space:

a. The subdivider of a cluster subdivision shall submit plans of landscaping and improvements for the common open space. He shall also explain the intended use of the open space and provide detailed provisions of how the improvements thereon are to be financed and the area maintained. A cluster subdivision must meet the requirements of the zoning title, must assure proper use, construction and maintenance of open space facilities, and must result in a development superior to conventional development in terms of its benefits to future residents of the subdivision, surrounding residents and the general public.

b. The planning commission may place whatever additional conditions or restrictions it may deem necessary to ensure development and maintenance of the desired residential character, including plans for disposition or reuse of property if the open space used is not maintained in the manner agreed upon or is abandoned by the owners.

3. Guarantee Of Common Open Space Improvements: As assurance of completion of common open space improvements, the subdivider, at the request of the city council, shall be required to file with the city council a bond or cash surety, or other agreement, in a form satisfactory to the city attorney guaranteeing such completion within two (2) years after such filing. Upon completion of the improvements for which a bond or cash surety, or other agreement, has been filed, the subdivider shall call for inspection by the city engineer, such inspection to be made within thirty (30) days from the date of request. If inspection shows that landscaping and construction have been completed in compliance with the approved plan, the bonds therefor shall be released. If the bonds are not released, refusal to release and reasons therefor shall be given the subdivider in writing.

4. Continuation Of Common Open Space: As assurance of continuation of common open space used in accordance with the plans approved by the planning commission, the subdivider shall grant to the city "open space easement" on and over the common open space prior to the recording of the final plat, which easement will not give the general public the right of access but will provide that the common open space remains open.

5. Maintenance Of Common Open Space, Etc.:

a. In order to ensure maintenance of the common open space and other improvements where so required, the subdivider, prior to the recording of the final plat, shall cause to be incorporated under the laws of the state, a lot/homeowners' association. By proper covenants running with the land and through the articles of incorporation and bylaws of said association it shall, among other things, provide that:

(1) Membership in said association shall be mandatory for each lot/home purchaser, their grantees, successors and assigns.

(2) The common open space restrictions shall be permanent and not just for a period of years.

(3) The association be responsible for maintaining liability insurance, paying general property taxes and maintaining recreational and all other facilities.

(4) All lot owners shall pay their pro rata share of the costs of upkeep, maintenance and operation.

(5) Any assessment levied by the association may become a lien on the real property of any lot owner which may be foreclosed and the property sold as on sales under execution.

(6) The association shall be able to levy and to adjust assessments on the lot owners to meet current conditions. (Ord. 793, 7-11-1989)

Comment [LK18]: This section is now referenced in the Cluster Subdivision chapter, which will help to ensure there are no conflicts.

11-3-2: SUBDIVISION IMPROVEMENTS REQUIRED:

A. Required; Time Limit: The owner of any land to be platted as a subdivision shall at their own expense install all improvements within a two (2) year time table following the date of recording of the final plat in accordance with the public works specifications adopted by the city council, except for septic tanks (see subsection A2b of this section), which must be installed according to the specifications contained in Public Works Standard Drawings, Details & Technical Specifications and under the inspection of the Weber-Morgan ~~county~~ ~~County~~ ~~health~~ ~~Health~~ ~~department~~ ~~Department~~. (Ord. 793, 7-11-1989; amd. 2001 Code)

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Comment [LK19]:

1. Water Lines: Where an approved public water supply is reasonably accessible or procurable, the subdivider shall install water lines, to make the water supply available to each lot within the subdivision, including laterals to the property line of each lot. The location and size of water mains shall be approved by the city engineer. (Ord. 793, 7-11-1989)

2. Sewage Disposal:

a. Where a public sanitary sewer is within three hundred feet (300') or is otherwise close enough in the opinion of the city council after recommendation of the city engineer to require a connection, the subdivider shall connect with such sanitary sewer and provide adequate lateral lines to the property line of each lot. Such sewer connections and subdivision sewer systems shall comply with the regulations and specifications of, and shall be approved by, the city council and city engineer. (Ord. 793, 7-11-1989; amd. 2001 Code)

b. Where a public sanitary sewer is not reasonably accessible, the subdivider shall obtain approval from the state department of health for sewage disposal by means of a septic tank and drain field for each of the lots. Subdividers shall furnish to the board of health a report of percolation tests completed on the property proposed for subdivision in accordance with the regulations of the Utah state department of public health governing individual sewage disposal systems as currently adopted. A tentative final plat of the subdivision shall accompany the report showing thereon the location of test holes used in completing the tests. Percolation tests shall be completed and reports prepared and signed by a qualified registered sanitarian or a licensed engineer not in the employ of the city. Written approval from the board of health shall be submitted to the planning commission before consideration of the final plat. Design of an individual system will be such that at the time a public sanitary sewer system is installed, the private system will be able to connect to the public sanitary sewer system. (Ord. 793, 7-11-1989)

c. Notwithstanding anything to the contrary in this subsection, should there be a conflict between the requirements of this subsection and the requirements of section 8-3-1 of this code (adopting the wastewater control rules and regulations of the ~~central~~ ~~Central~~ Weber ~~sewer~~ ~~Sewer~~ ~~improvement~~ ~~Improvement~~ ~~district~~ ~~District~~), the requirements of section 8-3-1 of this code, to the extent of such conflict, shall control. (Ord. 793, 7-11-1989; amd. 2001 Code)

3. Storm Water: The city council will require the subdivider to manage and dispose of storm water per the city engineer's recommendations. If easements are required across abutting property to permit drainage of the subdivision, it shall be the responsibility of the subdivider to acquire such easements.

4. Street Grading And Surfacing: All public streets shall be graded in accordance with the specifications and drawings adopted by the city council.

5. Curbs And Gutters: Curbs and gutters shall be installed on existing and proposed streets by the subdivider in accordance with the specifications and drawings adopted by the city council.

6. Street Drainage and Drainage Structures: Street drainage and drainage structures shall be required where necessary in the opinion of the city council after recommendation by the city engineer in accordance with the specifications and drawings adopted by the city council.

7. Sidewalks: Sidewalks shall be required and installed in accordance with the specifications and drawings adopted by the city council.

8. Monuments: Permanent monuments shall be accurately set and established at such points as are necessary to definitely establish all lines of the plat except those outlining individual lots. Monuments shall be of a type shown on the drawings and all subdivision plats shall be tied to a survey monument of record. (Ord. 793, 7-11-1989)

9. Street Trees: Street trees are to be provided as required in approved development plans and following approval from and by the City's Urban Forestry Commission²⁴ (Ord. 793, 7-11-1989; amd. 2001 Code)

10. Fire Hydrants: Fire hydrants shall be installed. Such fire hydrants shall be of the type, size, number and installed in such locations as determined by recommendation of the fire department and/or city engineer and contained in the Public Works Standard Drawings, Details & Technical Specifications.

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11. Street Signs: The city will furnish and install necessary street signs. The cost will be charged to the subdivider. ~~(Street signs shall include regulatory and address signs.)~~ (see Public Works Standard Drawings, Details & Technical Specifications.)

12. Fencing Of Hazards: A solid board, chain link or other non-climbable fence not less than six feet (6') nor greater than seven feet (7') in height shall be installed on both sides of existing irrigation ditches or canals which carry five (5) second feet or more of water, or bordering open reservoirs, railroad rights of way or nonaccess streets, and which are located within or adjacent to a subdivision, except where the planning commission and city council determine that park areas including streams or bodies of water shall remain unfenced. (see Public Works Standard Drawings, Details & Technical Specifications)

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13. Staking Of Lots: Survey stakes shall be placed at all lot corners so as to completely identify the lot boundaries on the ground.

14. Street Lighting: Street lighting shall be installed by the subdivider/developer in such locations as determined by the city engineer. (Ord. 793, 7-11-1989) (see Public Works Standard Drawings, Details & Technical Specifications.)

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B. Guarantee Of Improvements: (see Public Works Standard Drawings, Details & Technical Specifications.)

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

a. The subdivider may furnish and file with the city recorder a bond with corporate surety, or irrevocable letter of credit by a financial institution approved by the city council and city attorney, in an amount equal to the cost of the improvements plus ten percent (10%) contingency/inflation factor for improvements not previously installed, as estimated by the city engineer, to assure the installation of such improvements within a period of two (2) years immediately following the approval of the subdivision plat by the city council, and to secure the ten percent (10%) guarantee amount for one year beyond the date of conditional final acceptance of improvements. The bond required by this subsection shall be approved by the city council and city attorney.

b. The subdivider may deposit in escrow with an escrow holder approved by the city council an amount of money equal to the cost of improvements, plus ten percent (10%) contingency/inflation factor for improvements not then installed, as estimated by the city engineer, as aforesaid, under an escrow agreement conditioned for the installation of said improvements within two (2) years from the approval of the subdivision plat by the city council, as aforesaid. The escrow agreement aforesaid shall be approved by the city council and the city attorney and shall be filed with the city recorder to secure the ten percent (10%) guarantee amount for one year beyond the date of conditional final acceptance of improvements.

2. The city council is authorized to prescribe by administrative rule or regulation, forms and procedures to ensure the orderly, regular and efficient processing of applications for the approval of a proposed subdivision and the strict compliance with the requirements of this subsection.

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

4. In the event the developer defaults, fails or neglects to satisfactorily install the required improvements within two (2) years from the date the final plat is recorded, the city may declare the bond or escrow deposit forfeited, and the city may install or cause the required improvements to be installed using the proceeds from the collection of the bond or escrow to defray the expense thereof. The city council may, but shall not be required, upon proof of difficulty, extend the completion date for a maximum period of one additional year. (Ord. 930, 12-2-1997, eff. 12-2-1997)

C. Engineering Checking Fees: There shall be paid to the city by the owners of the land petitioning for subdivision approval such sums of money as the city council may require to cover engineering review and field inspection costs. Fees shall be paid to the city treasurer as per adopted fee schedule which may be amended from time to time by the city council.

D. Inspection Of Improvements: The building official and city engineer shall inspect or cause to be inspected all buildings, structures, streets, fire hydrants and water supply, and sewage disposal systems and other improvements in the course of construction, installation or repair. All concrete forms are to be inspected and approval given prior to the placement of any concrete. Excavations for fire hydrants and water and sewer mains and laterals shall not be covered over or backfilled until such installations shall have been approved by the city engineer, nor shall any pavement on any street be laid unless and until the city engineer has been notified of the intention and the time and place of said paving and unless and until the engineer has approved the paving of said street in all its aspects. If any such installation is covered before being inspected and approved, it shall be uncovered after notice to uncover has been issued to the responsible person by the building official and if any paving of any street is done without prior notification and approval of the city engineer, then the subdivider and any other responsible person would be liable for any costs incurred by the city in inspecting, repairing or replacing said pavement, whenever such inspection, repair or replacement shall result from inadequate paving by the subdivider or other responsible person. (Ord. 793, 7-11-1989)

11-3-3: GUARANTEE OF WORK: ([see Public Works Standard Drawings, Details & Technical Specifications.](#))

The subdivider shall warrant and guarantee (and post bond or other security) that the improvements provided for hereunder, and every part hereof, will remain in good condition [from the date of the construction completion inspection report by the city engineer](#) for ~~a~~ a period ~~of one year after as specified in Public Works Standard Drawings, Details & Technical Specifications.~~ ~~the date of the construction completion inspection report by the city engineer.~~ [The subdivider](#), and agrees to make all repairs to and maintain the improvements, and every part thereof, in good condition during the warranty period with no cost to the city. The subdivider shall agree that the determination for necessity of repairs and maintenance of the work rests with the city engineer. His decision upon the matter shall be final and binding upon the subdivider, the guarantee hereby required shall extend to and include, but shall not be limited to, the entire streetbase, all pipes, joints, valves, backfill, compaction, as well as the working surface, curbs and sidewalks, as determined by the city engineer. (Ord. 793, 7-11-1989)

Comment [LK20]: City Engineer has made the suggested changes. Still needs to be reviewed by legal staff.

11-3-4: ENFORCEMENT AND PERMITS:

The building official shall not issue any permit unless the plans for the proposed erection, construction, reconstruction, alteration or use fully conforms to all provisions of this title. No officer of the city shall grant any permit or license for the use of any building, structure or land, when such land is a part of a subdivision, that has not been approved and recorded in the county recorder's office. Any license or permit issued in conflict with this title shall be null and void. (Ord. 793, 7-11-1989; amd. 2001 Code)

Footnotes - Click any footnote link to go back to its reference.

Footnote 1: See [title 1, chapter 8](#) of this code.

Footnote 2: See [title 7, chapter 2](#) of this code.

Chapter 4 IMPROVEMENTS

11-4-1: STANDARDS AND SPECIFICATIONS ADOPTED BY REFERENCE:

The standards and specifications for subdivision improvements, including any amendments thereto, are hereby adopted by this reference as if fully set forth herein. Said standards and specifications are on file in the city engineer's office. (Ord. 793, 7-11-1989; amd. 2001 Code) ([see *Public Works Standard Drawings, Details & Technical Specifications.*](#)) ~~Should this be replaced and or/amended to include reference to the new Public Works standards?~~

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Chapter 5 SUBDIVISION AMENDMENTS, ALTERATIONS AND VACATIONS

Comment [LK21]: The following is a new proposed chapter related to amended plats, and will require careful review before approval. Legal staff to review.

11-5-1: DEFINITIONS:

LOT COMBINATION: The altering of a subdivision plat by joining two (2) or more of an owner's contiguous, residential lots into one lot.

PLAT VACATION: The elimination of a plat, in whole or in part, which vacation may apply to subdivided lots as well as roads, alleys, easements, and other areas depicted or dedicated on the plat.

PROPERTY LINE ADJUSTMENT: The adjustment of a mutual boundary line between the owners of adjacent parcels that are described by either a metes and bounds description or as a lot within a recorded plat.

PUBLIC STREET OR ALLEY: Any street or alley, including a right of way or public access easement, that was dedicated as a public thoroughfare by means of recordation of a subdivision plat or street dedication plat. It also includes public streets or alleys, rights of way, and public access easements established by use or conveyed to the city, or its predecessor, by deed, declaration, legislative act or other instrument of conveyance other than a subdivision plat or street dedication plat.

Comment [LK22]: The question was raised as to whether these definitions should be removed from this location and placed in the definitions (Chpt. 1) at the beginning of the Subdivision Title. Legal staff should provide direction.

11-5-2: PLAT AMENDMENTS, ALTERATIONS AND VACATIONS - CITY COUNCIL AUTHORITY:

A. The city council may, with or without petition, consider and approve any proposed vacation, alteration, or amendment of a recorded subdivision plat under the provisions of this chapter and Utah Code Annotated section 10-9a-608 as amended.

B. The city council may, with or without petition, consider and approve any proposed vacation of a public street or alley, after public hearing and notice as provided previously in this chapter and Utah Code Annotated section 10-9a-208.

11-5-3: STANDARDS AND PROCEDURES:

A. Compliance with Zoning Title and Subdivision Title Requirements: Any amendment, alteration, or vacation of a recorded subdivision plat shall comply with the requirements of the zoning title. The approval of an amended subdivision plat shall comply with the standards and procedures for the approval of a new subdivision plat, except for those procedural requirements waived herein.

B. Preliminary Plat Approval:

1. In addition to the petition requirements under section 11-1-2-1 of this chapter, any information or documents otherwise required for preliminary plat approval for any proposed amended subdivision plat that:
 - a. Requires the additional dedication of any land for street or other public purposes; or
 - b. Creates more than five (5) new additional lots.
2. Under such circumstances, the petitioner shall meet with the City Planner prior to submission of the petition in order to determine what additional documents or information will be necessary to adequately review the proposal.

C. Resubdivision: Whenever an owner or developer desires to vacate all or a portion of a recorded subdivision plat for purposes of the resubdivision of land, the owner or developer shall first, or concurrently therewith, obtain approval for the new or resubdivided plat by the same procedures prescribed for the subdivision of land.

D. Approval and Recording: All subdivision amendments shall be approved by recording of an amended plat in the office of the Weber County recorder meeting all requirements of this title for the approval of a final plat, except where approval by another instrument is authorized herein.

E. Waiver of Requirement To File Amended Plat: The filing of an amended plat shall not be required to implement a subdivision amendment, alteration or vacation under the following circumstances:

1. A property line adjustment approved by the director pursuant to section 14-7-9 of this chapter.
2. The vacation of an easement, other than a public access easement, dedicated to the city may be approved by recording of a deed signed by the mayor quitclaiming any interest the city may have in the described easement.
3. The vacation of an entire subdivision plat, wherein the resubdivision of the property is not intended, may be approved by recording of a resolution duly adopted by the city council containing a legal

F. Planning Commission Review: All petitions to vacate, alter or amend a subdivision plat shall be reviewed by the planning commission and its recommendations made to the city council.

G. Required Owner Signatures: Any amended plat, or conveyance document effectuating a property line adjustment, shall be signed and acknowledged by all owners of the real property which is the subject of the amended plat or property line adjustment.

H. Effective Period Of Approval: Approval of a petition to amend a plat shall be valid for a maximum period of twelve (12) months, unless, upon application of the subdivider, the planning commission grants an extension. If the amended plat has not been recorded within twelve (12) months or the approved extended period, the amended plat must again be submitted for approval.

I. Time Limit For Recording: After the mayor has approved a petition to amend a plat, an amended plat shall be prepared and approved in the same manner as final plats under the previous provisions of this title. An approved amended plat, in the form of a final plat, shall be recorded within one month after receiving

approval from the city. If a final plat is not recorded within one month after receiving final approval, the approval shall be considered null and void and the petitioner must again submit for final approval.

11-5-4: PETITION REQUIREMENTS:

A. A fee owner of land, as shown on the last county assessment roll, in a subdivision that has been laid out and platted as provided in this title may file a written petition with the city to have some or all of the plat vacated, altered, or amended. A separate petition is required if the applicant proposes to vacate a public street or alley in connection with the vacation, alteration or amendment of a plat. A petition to vacate, alter or amend a plat shall be made on forms provided by the department, upon payment of fees as required. A petition shall include at a minimum:

1. The name and address of each owner of record of the land contained in the entire plat.
2. The signature of each of these owners within the plat who consents to the petition.
3. The name, address, telephone number, fax number and e-mail address of the designated contact person.
4. A copy of the recorded plat to be amended, and a current copy of the Weber County ownership plats depicting the subdivision and the adjacent properties.
5. ~~Be accompanied by a minimum of~~ Copies twelve (12) copies of the proposed amended plat as determined by staff.
6. A recent title report covering the subject property, which identifies ownership, easements of record, liens or other encumbrances, and verifies payment of taxes and assessments. Such requirement may be waived by the director if the city attorney determines that the ownership records of Weber County or other documentation of ownership provided by the petitioner will be adequate.
7. Any additional information or documents required to adequately review the proposed amendment, alteration or vacation.

B. Unless an amended plat is not required under the provisions of this chapter, a copy of the proposed amended plat is required.

C. No petition shall be accepted unless accompanied by the applicable fee required. Regardless of the action on the petition, the petitioner will have no right to a refund of any monies, fees, or charges paid to the city nor to the return of any property or consideration dedicated or delivered to the city except as may have previously been agreed to or approved by the city.

D. For purposes of determining whether all owners in the subdivision have signed a petition or an amended plat, ownership may be determined as of the date of the petition requesting the amendment, alteration or vacation.

11-5--5: CRITERIA:

The vacation, alteration, or amendment of a recorded subdivision plat may be approved upon a finding that there is good cause for the vacation, alteration, or amendment and on such terms and conditions as are reasonable to protect public health, safety, and welfare, or as is necessary to meet the requirements for new subdivisions.

11-5-6: NOTICE:

- A. Except for a lot combination or a property line adjustment involving unsubdivided properties, notice of a proposed subdivision vacation, alteration, or amendment shall be made by:
1. Mailing the notice to each record owner of property located within three hundred feet (300') of the property that is the subject of the proposed plat change, and all record owners of property subject to the change, addressed to the owner's mailing address appearing on the rolls of the Weber County assessor at least ten (10) calendar days before a public meeting or public hearing where the matter will be considered. The notice shall include:
 - a. A statement that anyone objecting to the proposed plat change must file a written objection to the change within ten (10) days of the date of the notice;
 - b. A statement that if no written objections are received by the city within the time limit, no public hearing will be held; and
 - c. The date, place, and time when a public meeting or public hearing, if one is required, will be held to consider a vacation, alteration, or amendment without a petition when written objections are received or to consider any petition that does not include the consent of all landowners as required.
 2. Posting the date, place, and time of the public meeting or public hearing, in lieu of mailing, on the property proposed for subdivision vacation, alteration or amendment in a visible location, with a sign of sufficient size, durability, and print quality that is reasonably calculated to give notice to passersby.
- B. The public meeting or, if required, the public hearing will be held within forty five (45) days after the petition is filed. A public hearing will be required, if:
1. Any owner within the plat notifies the city of the owner's objection in writing within ten (10) days of mailed notification;
 2. All of the owners in the subdivision have not signed the revised plat; or
 3. Any owner of property located within three hundred feet (300') of the property that is the subject of the proposed plat change notifies the city of their objection in writing within ten (10) days of mailed notification.

11-5-7: STREET OR ALLEY VACATIONS:

- A. Procedure:
1. Any person desiring to vacate a public street or alley as part of a subdivision amendment or as a separate action is required to file a petition making the request and provide a recordable plat if such vacation is approved in any manner. The plat may be either a street vacation plat or, if the vacation is proposed as part of a resubdivision of property, a subdivision plat. The petition shall include:
 - a. The name and address of each owner of record of land that is adjacent to the section of public street or alley proposed to be vacated and that is accessed by or within three hundred feet (300') of said section;
 - b. The signature of each owner under subsection A1a of this section who consents to the vacation;

- c. A title report disclosing how the section of public street or alley proposed to be vacated was acquired by the city or dedicated to public use.
2. No petition shall be accepted unless accompanied by the applicable fee required by this code. Regardless of the action on the petition, the petitioner will have no right to a refund of any monies, fees, or charges paid to the city nor to the return of any property or consideration dedicated or delivered to the city except as may have previously been agreed to or approved by the city.
3. No portion of any public street or alley may be vacated by the city council unless the vacation has been proposed by the planning commission or first submitted to the planning commission for its recommendation. Notice of the date, place and time of the planning commission meeting where such vacation shall be considered shall be mailed at least seven (7) days in advance to the record owner of each parcel located within three hundred feet (300') of the portion of the street or alley to be vacated regardless of whether such parcel is located within the jurisdictional boundaries of the city.
4. The recommendation of the planning commission shall be forwarded to the city council.
5. The city council shall hold a public hearing for any proposed vacation of a public street or alley. At least ten (10) days before the public hearing, notice of the date, place and time of the hearing shall be:
 - a. Mailed to each affected entity;
 - b. Published in a newspaper of general circulation in the city;
 - c. Mailed to the record owner of each parcel that is accessed by the portion of the public street or alley proposed to be vacated or that is located within three hundred feet (300') of the portion of the street or alley to be vacated regardless of whether such parcel is located within the jurisdictional boundaries of the city; and
 - d. Posted on or near the public street or alley in a manner that is calculated to alert the public.
6. The city council may approve the proposed vacation if it finds that good cause exists for the vacation and neither the public interest nor any person will be materially injured by the vacation. The ordinance approving the vacation or narrowing of a public street or alley shall contain a legal description of the vacated portion.
7. The plat reflecting the vacation shall be signed by those persons within the city who sign subdivision plats, and shall be effective when recorded with the Weber County recorder's office. The plat and ordinance shall be recorded:
 - a. Within thirty (30) days of approval or of complying with any required conditions if the vacation is not part of a resubdivision of property; or
 - b. At the time the subdivision plat is filed if the vacation is included as part of a resubdivision of property.
8. The action of the city council vacating some or all of a public street or alley that has been dedicated to public use operates to the extent to which it is vacated, upon the effective date of the recorded plat, as a revocation of the acceptance of and the relinquishment of the city's fee in the vacated street or alley, but may not be construed to impair any right of way or easement of any lot owner or the franchise right of any public utility with existing utility lines in the portion vacated.

9. The action of the city council in vacating some or all of a public street or alley that was acquired by the city by use or conveyance to the city, or its predecessors, by deed, declaration, legislative act or other instrument of conveyance, other than a subdivision plat or street dedication plat, operates to remove the property from the category of public use property and the portion vacated shall be held and managed by the city according to the property management requirements of title 4, chapter 3, article A of this code.

11-5-8: PLAT VACATION BY CITY:

- A. Planning Commission Recommendation: The planning commission, on its motion, may recommend that the plat of any recorded subdivision be vacated when:
1. No lots within the approved subdivision have been sold within five (5) years from the date that the plat was recorded;
 2. The developer has breached a subdivision improvement agreement or otherwise failed to install the required public improvements and the city is unable to obtain funds with which to complete construction of public improvements, except that the vacation shall apply only to lots owned by the developer or its successor;
 3. The plat has been of record for more than five (5) years and the planning commission determines that the further sale of lots within the subdivision presents a threat to public health, safety and welfare, except that the vacation shall apply only to lots owned by the developer or its successor.
- B. Procedure: Upon any motion of the planning commission to vacate the plat of any previously approved and recorded subdivision the proposed vacation shall be referred to the City Council, which may approve the vacation of the subdivision plat after notice and public hearing as provided previously in this chapter. If approved a resolution of vacation containing a legal description of the entire vacated subdivision shall be prepared and submitted to the city council for their approval and thereafter recorded in the records of Weber County.
- C. Authority Not Restricted: The authority granted herein shall not be interpreted to restrict the power of the city to approve, without petition, other amendments, alterations or vacations of recorded subdivision plats.

11-5-9: PROPERTY LINE ADJUSTMENTS:

- A. A property line adjustment may be approved by the City Council after the required notice and public hearing, that:
1. No new lot, dwelling unit, or remnant parcel will result from the property line adjustment;
 2. The adjoining property owners have agreed, or intend to agree, to the property line adjustment through means of a recorded agreement or an agreement suitable for recording; and
 3. The adjustment does not result in violation of applicable zoning requirements.
- B. The conveyance document effecting the property line adjustment shall recite the descriptions of both the original parcels or lots and the parcels or lots created by the adjustment or exchange of title, and be signed and acknowledged by the owners.

- C. If the City Council approves a property line adjustment, a notice of approval shall be recorded in the Weber County recorder's office, either as an attachment to the conveyance document or as a separate document, in a form suitable for recording, approving such conveyance document.
- D. The city engineer shall review and approve the legal descriptions used in the conveyance document. The city attorney shall review and approve the form of the conveyance documents for compliance with this chapter and the requirements of state law.

City Council Staff Report



Subject: Proposed Change to the Cluster Subdivision
Special Regulations (Title 10, Chapter 12 of the
South Ogden City Code)

Author: Mark Vlastic

Department: Planning & Zoning

Date: July 7, 2015

Background

Staff conducted a preliminary review of the existing Cluster Subdivision Ordinance (Chapter 12 of Title 10 of South Ogden City Code), which was presented for discussion at the May 2015 meeting of the Planning Commission to ensure compatibility with recent changes made to the Zoning Ordinance in addition to recent revisions to the *Public Works Standard Drawings, Details and Technical Specifications*.

Residential Cluster Development (also known as **conservation development**) is the grouping of residential properties on a development site in order to use the extra land as open space, for recreation purposes, to create closer community, and to optimize storm water management. In South Ogden, the Cluster Development Ordinance is nearly identical to the same ordinance used in Ogden, and it is assumed that the Ogden ordinance served as the model for the South Ogden version, which allows up to 25 single-family and duplex units to be developed in this manner in the R-1-10, R-1-8, R-1-6 and R-2 zones.

Cluster development has been practiced since the earliest, with the first conscious application of a Cluster development taking place in Radburn, New Jersey in 1928. Today the model is applied throughout the United States, and is used extensively in areas that have had problems with large lot suburban sprawl. On the Wasatch Front it is popular in rapidly growing communities such as Herriman, Bluffdale, Lehi and Layton.

In South Ogden a Cluster Development differs from a planned residential unit development (PRUD) primarily by extent (cluster subdivision projects are limited to a maximum of 25 units while PRUDs have only minimum size limitations), the lack of density incentives, and a focus on reducing individual lots by up to 33%, with the same amount of land will be used for the creation of shared recreation or open space. In other words, a South Ogden Cluster Subdivision allows the same number of units as would normally be allowed on a given site in a given zone.

There are various distinct design features in cluster development, including the consideration of natural features/topography, smaller lot size and the use of smaller roads. Along with site design, unique storm water management design features are a principle aspect of cluster development.

Discussion/Analysis

The existing Cluster Subdivision Ordinance is generally aligned with the *Public Works Standard Drawings, Details and Technical Specifications*, and requires no change in that regard. It was also felt that the ordinance provides a level of flexibility and the tools necessary to help ensure sites with unique physical conditions (steep slopes, natural water features and drainages, natural stands of trees, etc.) are properly planned and developed.

Based on past experience and review of the Ogden Cluster Subdivision Ordinance, it was felt that additional language is required to clarify the responsibilities of maintaining common the land that may result from the cluster development process.

Recommendation

Changes to the Cluster Subdivision Ordinance were discussed during the April, May and June meetings of the Planning Commission. The following draft of the Cluster Subdivision Ordinance was forwarded to the South Ogden Planning Commission for their consideration during the June 11, 2015 meeting. The proposed changes incorporate new language that addresses the maintenance and responsibility of common land resulting from the Cluster Development process, and also references the Subdivision Ordinance for specific design standards and requirements (see **Section 15-9-7 marked in red text below.**) A public hearing to receive public comment was held on the same evening. The Planning Commission thereupon unanimously recommended that the proposed changes be forwarded to the City Council for approval.

Title 10
Chapter 12
CLUSTER SUBDIVISIONS SPECIAL REGULATIONS

10-12-1: PURPOSE AND INTENT:

Cluster subdivisions are intended to allow flexibility in neighborhood and subdivision lot design by permitting the development of single-family and two-family dwellings on lots smaller than normally required for the zone in which the subdivision is located and by dedicating or reserving the land so saved to needed open space. It is not intended that this type of subdivision be universally applied but only where circumstances or natural features and land use make it appropriate and of special benefit to the residents of the subdivision and surrounding area. (Ord. 673, 1-8-1980)

10-12-2: GENERAL REGULATIONS:

A. Zones Allowed As Conditional Use: A cluster subdivision shall be a conditional use in R-1-10, R-1-8, R-1-6 and R-2 zones, and notwithstanding any other provisions of this title, the provisions as hereinafter set forth shall be applicable if any conflict exists; provided, however, that no such cluster subdivision shall contain more than twenty five (25) dwelling units. (Ord. 919, 8-5-1997, eff. 8-5-1997)

B. Lot Area Reduction: Where land is proposed for subdivision into lots and a subdivider dedicates or permanently reserves land within the subdivision for recreational use or open space, a reduction in the minimum lot area required for the zone in which the cluster subdivision is located, may be approved by the planning commission, provided the provisions of this chapter are met, and further; provided, that the cluster subdivision receives subdivision approval. (Ord. 673, 1-8-1980)

10-12-3: SITE DEVELOPMENT STANDARDS:

A. Minimum Lot Area: The minimum lot area for dwellings may be reduced below the area normally required in the zone in which the cluster subdivision is located, but no lot shall have an area less than two-thirds ($\frac{2}{3}$) of the minimum lot area required for such dwelling in the respective zone.

B. Minimum Lot Width And Yard Setbacks: The minimum lot width and side yard may be reduced below the side yard normally required in the zone in which the cluster subdivision is located, but no lot shall have a width or side yard of less than or three-fourths ($\frac{3}{4}$) of the minimum lot width or side yard required in the respective zone. (Ord. 673, 1-8-1980)

10-12-4: OPEN SPACE PROVISION:

There shall be permanently reserved within the subdivision for recreation and/or open space, parcels of land whose total area is not less than the amount by which the areas of the residential lots are reduced below the minimum area normally required in the zone in which the cluster subdivision is located. (Ord. 673, 1-8-1980)

10-12-5: OPEN SPACE PRESERVATION AND MAINTENANCE:

Recreation and/or open space areas to be permanently reserved shall be imposed, landscaped and maintained in accordance with a plan approved by the planning commission and the cluster subdivision provision of the subdivision title. (Ord. 673, 1-8-

1980)

10-12-6: PROCEDURE:

A preliminary plan of the cluster subdivision showing the areas within the subdivision to be permanently reserved for recreation and/or open space, and plans showing the proposed use, improvements and method of maintenance of such areas shall be approved by the planning commission before the cluster subdivision proposal becomes allowed. (Ord. 673, 1-8-1980; amd. 2001 Code)

15-9-7: COMMON OPEN SPACE; OTHER REQUIREMENTS AUTHORIZED:

A. The subdivider of a cluster subdivision shall submit plans of landscaping and improvements for the common open space. The subdivider shall also explain the intended use of the open space maintained. A cluster subdivision must assure proper use, construction, and maintenance of open space facilities and must result in a development superior to conventional development in terms of its benefits to future owners of the subdivision, surrounding residents and the general public.

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

15-9-9: DESIGN STANDARDS

See Chapter 11-1-3-F Cluster Subdivision; Special Provisions for Cluster Subdivision design standards and requirements.

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City Council Staff Report



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Residential Cluster Development (also known as **conservation development**) is the grouping of residential properties on a development site in order to use the extra land as open space, for recreation purposes, to create closer community, and to optimize storm water management. In South Ogden, the Cluster Development Ordinance is nearly identical to the same ordinance used in Ogden, and it is assumed that the Ogden ordinance served as the model for the South Ogden version, which allows up to 25 single-family and duplex units to be developed in this manner in the R-1-10, R-1-8, R-1-6 and R-2 zones.

Cluster development has been practiced since the earliest, with the first conscious application of a Cluster development taking place in Radburn, New Jersey in 1928. Today the model is applied throughout the United States, and is used extensively in areas that have had problems with large lot suburban sprawl. On the Wasatch Front it is popular in rapidly growing communities such as Herriman, Bluffdale, Lehi and Layton.

In South Ogden a Cluster Development differs from a planned residential unit development (PRUD) primarily by extent (cluster subdivision projects are limited to a maximum of 25 units while PRUDs have only minimum size limitations), the lack of density incentives, and a focus on reducing individual lots by up to 33%, with the same amount of land will be used for the creation of shared recreation or open space. In other words, a South Ogden Cluster Subdivision allows the same number of units as would normally be allowed on a given site in a given zone.

There are various distinct design features in cluster development, including the consideration of natural features/topography, smaller lot size and the use of smaller roads. Along with site design, unique storm water management design features are a principle aspect of cluster development.

Discussion/Analysis

The existing Cluster Subdivision Ordinance is generally aligned with the *Public Works Standard Drawings, Details and Technical Specifications*, and requires no change in that regard. It was also felt that the ordinance provides a level of flexibility and the tools necessary to help ensure sites with unique physical conditions (steep slopes, natural water features and drainages, natural stands of trees, etc.) are properly planned and developed.

Based on past experience and review of the Ogden Cluster Subdivision Ordinance, it was felt that additional language is required to clarify the responsibilities of maintaining common the land that may result from the cluster development process.

Recommendation

Changes to the Cluster Subdivision Ordinance were discussed during the April, May and June meetings of the Planning Commission. The following draft of the Cluster Subdivision Ordinance was forwarded to the South Ogden Planning Commission for their consideration during the June 11, 2015 meeting. The proposed changes incorporate new language that addresses the maintenance and responsibility of common land resulting from the Cluster Development process, and also references the Subdivision Ordinance for specific design standards and requirements (see **Section 15-9-7 marked in red text below.**) A public hearing to receive public comment was held on the same evening. The Planning Commission thereupon unanimously recommended that the proposed changes be forwarded to the City Council for approval.

Title 10
Chapter 12
CLUSTER SUBDIVISIONS SPECIAL REGULATIONS

10-12-1: PURPOSE AND INTENT:

Cluster subdivisions are intended to allow flexibility in neighborhood and subdivision lot design by permitting the development of single-family and two-family dwellings on lots smaller than normally required for the zone in which the subdivision is located and by dedicating or reserving the land so saved to needed open space. It is not intended that this type of subdivision be universally applied but only where circumstances or natural features and land use make it appropriate and of special benefit to the residents of the subdivision and surrounding area. (Ord. 673, 1-8-1980)

10-12-2: GENERAL REGULATIONS:

A. Zones Allowed As Conditional Use: A cluster subdivision shall be a conditional use in R-1-10, R-1-8, R-1-6 and R-2 zones, and notwithstanding any other provisions of this title, the provisions as hereinafter set forth shall be applicable if any conflict exists; provided, however, that no such cluster subdivision shall contain more than twenty five (25) dwelling units. (Ord. 919, 8-5-1997, eff. 8-5-1997)

B. Lot Area Reduction: Where land is proposed for subdivision into lots and a subdivider dedicates or permanently reserves land within the subdivision for recreational use or open space, a reduction in the minimum lot area required for the zone in which the cluster subdivision is located, may be approved by the planning commission, provided the provisions of this chapter are met, and further; provided, that the cluster subdivision receives subdivision approval. (Ord. 673, 1-8-1980)

10-12-3: SITE DEVELOPMENT STANDARDS:

A. Minimum Lot Area: The minimum lot area for dwellings may be reduced below the area normally required in the zone in which the cluster subdivision is located, but no lot shall have an area less than two-thirds ($\frac{2}{3}$) of the minimum lot area required for such dwelling in the respective zone.

B. Minimum Lot Width And Yard Setbacks: The minimum lot width and side yard may be reduced below the side yard normally required in the zone in which the cluster subdivision is located, but no lot shall have a width or side yard of less than or three-fourths ($\frac{3}{4}$) of the minimum lot width or side yard required in the respective zone. (Ord. 673, 1-8-1980)

10-12-4: OPEN SPACE PROVISION:

There shall be permanently reserved within the subdivision for recreation and/or open space, parcels of land whose total area is not less than the amount by which the areas of the residential lots are reduced below the minimum area normally required in the zone in which the cluster subdivision is located. (Ord. 673, 1-8-1980)

10-12-5: OPEN SPACE PRESERVATION AND MAINTENANCE:

Recreation and/or open space areas to be permanently reserved shall be imposed, landscaped and maintained in accordance with a plan approved by the planning commission and the cluster subdivision provision of the subdivision title. (Ord. 673, 1-8-

1980)

10-12-6: PROCEDURE:

A preliminary plan of the cluster subdivision showing the areas within the subdivision to be permanently reserved for recreation and/or open space, and plans showing the proposed use, improvements and method of maintenance of such areas shall be approved by the planning commission before the cluster subdivision proposal becomes allowed. (Ord. 673, 1-8-1980; amd. 2001 Code)

15-9-7: COMMON OPEN SPACE; OTHER REQUIREMENTS AUTHORIZED:

A. The subdivider of a cluster subdivision shall submit plans of landscaping and improvements for the common open space. The subdivider shall also explain the intended use of the open space maintained. A cluster subdivision must assure proper use, construction, and maintenance of open space facilities and must result in a development superior to conventional development in terms of its benefits to future owners of the subdivision, surrounding residents and the general public.

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

15-9-9: DESIGN STANDARDS

See Chapter 11-1-3-F Cluster Subdivision; Special Provisions for Cluster Subdivision design standards and requirements.

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ORDINANCE NO. 15-18

AN ORDINANCE OF SOUTH OGDEN CITY, UTAH, REVISING AND AMENDING AND READOPTING TITLE 11 OF THE CITY CODE AND AMENDING AND READOPTING TITLE 10, CHAPTER 12 OF THE CITY CODE MAKING CHANGES TO CLUSTER SUBDIVISIONS SPECIAL REGULATIONS; MAKING NECESSARY LANGUAGE CHANGES TO THE CITY CODE TO EFFECT THOSE CHANGES; AND ESTABLISHING AN EFFECTIVE DATE FOR THOSE CHANGES.

Section 1 - Recitals:

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

WHEREAS, the City Council finds that in conformance with Utah Code (“UC”) §10-3-717, and UC §10-3-701, the governing body of the city may exercise all administrative and legislative powers by resolution or ordinance; and,

WHEREAS, the City Council finds that in conformance with UC §10-3-717, and UC §10-3-701, the governing body of the city has previously adopted a City Code which deals with Subdivisions and Cluster Subdivisions within certain zones for the city and related issues; and,

WHEREAS, the City Council finds that South Ogden City Code, at Title 11, deals with certain subdivision and development issues within certain zones of the city and that certain changes should be made thereto based on advice and recommendation of the city Planning Commission and in conformance with the authority granted to the City by UCA Title 10; and,

WHEREAS, the City Council finds that South Ogden City Code, at Title 10, Chapter 12, deals with certain cluster subdivision and development issues within certain zones of the city and that certain changes should be made thereto based on advice and recommendation of the city Planning Commission and in conformance with the authority granted to the City by UCA Title 10; and,

WHEREAS, the City Council finds that it is in the public interest to manage and regulate the procedures governing these subdivision and cluster subdivision development issues; and,

WHEREAS, the City Council finds that the requirements provision herein should be effective upon passage of this Ordinance; and,

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

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF SOUTH OGDEN CITY, UTAH that

City Code, Title 11 Is Amended And Readopted As Set Out In **Attachment "A"**, And The Title 10, Chapter 12, Cluster Subdivisions Special Regulations Is Amended And Readopted As Set Out In **Attachment "B"**, And Both Are Incorporated Fully Herein By This Reference.

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 shall 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 provisions, where not otherwise in conflict with this Ordinance, are reaffirmed and readopted.

Section 4 - Savings Clause:

If any provision of this Ordinance shall be held or deemed or shall be invalid, inoperative or unenforceable such reason shall not have the effect of rendering any 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 South Ogden City.

Section 5 - Date of Effect

This Ordinance shall be effective on the 7th day of July, 2015, and after publication or posting as required by law.

DATED this 7th day of July, 2015

SOUTH OGDEN, a municipal corporation

by: _____
Mayor James F. Minster

Attested and recorded

Leesa Kapetanov
City Recorder

ATTACHMENT “A”

ORDINANCE NO. 15-18

An Ordinance Of South Ogden City, Utah, Revising And Amending And Readopting Title 11 Of The City Code And Amending And Readopting Title 10, Chapter 12 Of The City Code Making Changes To Cluster Subdivisions Special Regulations; Making Necessary Language Changes To The City Code To Effect Those Changes; And Establishing An Effective Date For Those Changes.

07 Jul 15

Title 11

Subdivision Regulations

Chapter 1

GENERAL PROVISIONS; DEFINITIONS

11-1-1: PURPOSE AND INTENT:

- A. Specified: The underlying purpose and intent of this title is to promote the health, safety, convenience and general welfare of the inhabitants of the city in the matter of subdivision of land and related matters affected by such subdivision.
- B. Evidence Of Best Interest: Any proposed subdivision and its ultimate use shall be supported by the General Plan.
- C. Variations, Exceptions: Where unusual topographical or other exceptional conditions exist, variations and exceptions from this title may be made by the city council after recommendation by the planning commission. (Ord. 793, 7-11-1989)

11-1-2: SCOPE:

- A. Compliance Required: No person shall subdivide any tract of land located wholly or in part in the city, except in compliance with this title.
- B. Sales, Exchanges Of Land: No person shall sell or exchange or offer to sell or exchange any parcel of land which is a part of a subdivision of a larger tract of land, nor offer for recording in the office of the county recorder any deed conveying such a parcel of land, or any interest therein, unless such subdivision has been created under and in accordance with the provisions of this title; provided, this title shall not apply to any lot or lots forming a part of a subdivision created and recorded prior to the effective date of the initial subdivision regulations adopted by the city on August 10, 1955. (Ord. 793, 7-11-1989)

11-1-3: DEFINITIONS:

The words and terms defined in this chapter shall have the meanings indicated. Words used in the present tense include the future; words in the singular number include the plural; and words in the plural include the singular. Words not included herein but defined elsewhere in the city ordinances shall be construed as termed therein. The word "shall" is mandatory.

ALLEY: A public thoroughfare less than twenty six feet (26') wide. (Approval of public alleys will be given by city council only.)

BLOCK: The land surrounded by streets and other right of way, other than an alley, or land designated as a block on any recorded subdivision plat.

BONA FIDE DIVISION OR PARTITION OF AGRICULTURAL LAND FOR AGRICULTURAL DEVELOPMENT PURPOSE: The division of a parcel of land into two (2) or more lots or parcels, none of which is less than five (5) acres in area; and provided, that no dedication of any street is required to serve any such lots or parcels of agricultural land so created.

CITY: South Ogden City, Utah.

CITY COUNCIL: City Council of South Ogden City, Utah.

CITY ENGINEER: Any registered civil engineer appointed by the city council or city manager to accomplish the objectives of this title; provided, that no such person may serve the city and a subdivider in the city simultaneously where the engineer would have to check his own work or the work of a member of his firm regarding any subdivision in the city.

EASEMENT: That portion of a lot or lots reserved, granted or arising in behalf of and for the present or future use by a person or agency other than the legal owner or owners of the property or properties. The easement may be for use under, use on, or use above the lot or lots.

HALF STREETS: Approval and construction of half streets is not allowed in the city.

LOT: A parcel of land comprising a unit within a subdivision or a unit of land for building development or transfer of ownership, with such yards, open spaces, lot width and area as required by the zoning title of South Ogden City having frontage upon street or upon right of way approved by the planning commission and/or the board of adjustment.

LOT COMBINATION: The altering of a subdivision plat by joining two (2) or more of an owner's contiguous, residential lots into one lot.

LOT RIGHT OF WAY: An easement of not less than sixteen feet (16') wide reserved by the lot owners as private access to serve the lots through which it passes.

MASTER STREET PLAN: A plan, labeled "master street plan of the city of South Ogden", approved by the city council.

OFFICIAL MAP: A map adopted by the city council under Utah Code Annotated sections 10-9a-103(33); 10-9a-401(2)(j); or, 10-9a-407(2)(a) as may, from time to time be amended.

PARCEL OF LAND: A contiguous quantity of land, in the possession of, or owned by, or recorded as the property of the same claimant or person.

PLAT VACATION: The elimination of a plat, in whole or in part, which vacation may apply to subdivided lots, roads, alleys, easements, and other areas depicted or dedicated on the plat.

PERSON: Any individual, corporation, partnership, firm or association of individuals however styled or designated.

PLANNING COMMISSION: The South Ogden City planning commission.

PROPERTY LINE ADJUSTMENT: The adjustment of a mutual boundary line between the owners of adjacent parcels described by either a metes and bounds description or as a lot within a recorded plat.

PROTECTION STRIP: A strip of land running parallel and adjacent to a public street and the abutting private property, created to control the access of property owners abutting the street.

STREET: A thoroughfare dedicated to the public and accepted by proper public authority, or a thoroughfare of standard width which has become a public thoroughfare by right of use and which affords the principal access to the abutting property.

STREET, ARTERIAL: A street existing or proposed, which serves or is intended to serve as a major traffic way and is designated on the master street plan, may be classified a controlled-access highway, major street, parkway or other equivalent term to identify those streets comprising the basic structure of the street plan.

STREET, COLLECTOR: A street, existing or proposed, of considerable continuity which is the main means of access to the major street system.

STREET, CUL-DE-SAC: A terminal street provided with a turnaround.

STREET, HALF: Half-street means a right-of-way dedicated for a new street by a developer along such developer's perimeter property line equal to only one-half of the total right-of-way width required by this Code. Dedication of a "half street" presumes future dedication of a corresponding amount of right-of-way from adjoining land in order to provide the total right-of-way required for a proposed street. The dedication of additional right-of-way along an existing street is not considered a "half-street."

Approval and construction of half streets is not allowed in the city.

Comment [LK1]: Mr. Bradshaw to create a description of a half street.

STREET, MARGINAL ACCESS (FRONTAGE ROADWAY): A street which is parallel to and adjacent to a limited access major or minor arterial street and which provides access to abutting properties and provides protection from through traffic.

STREET, PRIVATE: A street, existing or proposed, within a subdivision and/or planned residential development reserved by dedication unto the subdivider, lot owners or homeowners association; to be private access to serve the lots and homes within the subdivision and/or planned residential development. Any private street shall be maintained by the subdivider or other private agency.

STREET, PUBLIC OR PUBLIC ALLEY: Any street or alley, including a right of way or public access easement, that was dedicated as a public thoroughfare by means of recordation of a subdivision plat or street dedication plat. It also includes public streets or alleys, rights of way, and public access easements established by use or conveyed to the city, or its predecessor, by deed, declaration, legislative act or other instrument of conveyance other than a subdivision plat or street dedication plat.

STREET, STANDARD RESIDENTIAL: A street, existing or proposed, which is supplementary to a collector street and of limited continuity which serves or is intended to serve the local needs of a neighborhood.

SUBDIVISION:

A. The division of any tract, lot or parcel of land owned as an undivided tract by one individual, or entity, or by joint tenants or tenants in common or by the entirety, into two (2) or more lots, plots or other divisions of land for the purpose, whether immediate or future, of sale or of building development; provided, that said term shall not include a bona fide division or partition of agricultural land for agricultural development purposes. The word "subdivide" and any derivative thereof shall have reference to the term "subdivision", as herein defined.

B. For these regulations, a subdivision of shall land include: 1) the dedication of a road, highway, or street through a tract of land, regardless of area, which may create a division of lots or parcels constituting a "subdivision"; 2) resubdivision of land heretofore divided or platted into lots, sites or parcels.

SUBDIVISION, CLUSTER1: A subdivision of land in which the residential lots have areas less than the minimum lot area of the zone in which the subdivision is located, but which complies with the cluster subdivision provisions of the zoning title and in which a significant part of the land is privately reserved

or dedicated as permanent open space to provide an attractive low density character for the residential lots in the subdivision.

SUBDIVISION, PRUD: A Planned Residential Unit Development is a residential development planned as a complete, single complex. It incorporates a definite development theme which includes the elements of usable open spaces, diversity of lot design or residential use, amenities, a well-planned circulation system, attractive entrances and similar elements as part of the design. The incorporation of one or two (2) of these elements into a development does not make a PRUD. The combination of all of these elements is necessary for the development of a PRUD to be considered.

ZONING ORDINANCE: The zoning ordinance of South Ogden City as adopted by the city council of South Ogden City, on January 8, 1980, as amended from time to time (codified as title 10 of this code). (Ord. 793, 7-11-1989; amd. 2001 Code)

Chapter 2 PLAT PROCEDURES

11-2-1: PRELIMINARY PLAT:

A. Preliminary Information: Each person who proposes to subdivide land in the city shall confer with the planning commission staff before preparing any plats, charts or plans to become familiar with the city subdivision requirements and existing master plans for the territory in which the proposed subdivision lies and to discuss the proposed plan of development of the tract. (Ord. 793, 7-11-1989)

B. Preliminary Plan Filing: A preliminary plan shall be prepared in conformance with the *Public Works Standard Drawings, Details & Technical Specifications* and rules and regulations contained herein and the current required number of copies thereof shall be submitted to the planning commission for approval or disapproval. One print shall be delivered by the planning commission to each of the affected entities such as the city departments, power company, school district, service district, UDOT, etc., for their information and recommendations. A public hearing notice of the date, time, location, and project information shall be published ten (10) days prior to the hearing or mailed to the adjoining property owners to provide a minimum three (3) day notice before the planning commission. (Ord. 06-09, 3-7-2006, eff. 3-7-2006)

C. Preliminary Plan Requirements:

1. All drawings and/or prints shall be clear and legible, and drawn according to professional engineering practices. The preliminary plan shall be drawn to a scale not smaller than one hundred feet to the inch (1" = 100'), on a 24"x36" sheet and shall show:
 - a. The proposed name of the subdivision (such name must be cleared through the county recorder's office).
 - b. Its location as forming a part of a larger tract or parcel, where the plat submitted covers only a part of the subdivider's tract or only a part of a larger vacant area. In such case, a sketch of the prospective future street system of the unplatted parts shall be submitted, and the street system of the part submitted shall be considered in the light of adjustments and connections with the future street system of the larger area and other surrounding areas.
 - c. Sufficient information to locate accurately the property shown on the plan.

- d. The names and addresses of the subdivider, the engineer or surveyor of the subdivision, and the owners of the land immediately adjoining the land to be subdivided.
- e. Contours at intervals of two feet (1'), or as otherwise approved.
- f. The boundary lines of the tract to be subdivided shall be indicated.
- g. The location, widths and other dimensions of all existing or platted streets and other important features such as railroad lines, watercourses, exceptional topography, utility conduits, and buildings within or immediately adjacent to the tract to be subdivided.
- h. Existing sanitary sewers, storm drains, water supply mains, culverts and natural drainage channels within the tract and immediately adjacent thereto.
- i. The locations, widths and other dimensions of proposed public streets, private streets, alleys, utility easements, parks, other open spaces and lots, with proper labeling of spaces to be dedicated to the public or designated as private streets.

2. Plans or written statements regarding the proposed storm water drainage facilities and other proposed improvements, such as planting and parks, and any grading of individual lots. (Ord. 793, 7-11-1989)

D. Preliminary Plan Approval: The preliminary plan shall be reviewed by the planning commission which shall act on the plan as submitted or modified within sixty (60) days after its presentation. If approved, the planning commission shall express its written approval with or without conditions. If the preliminary plan is disapproved, the planning commission shall indicate its disapproval in writing and list the reasons for such disapproval. Approval of the preliminary plan shall be authorization for the subdivider to proceed with the preparation of the final plat improvement drawings and specifications for the minimum improvements required by this title and the *Public Works Standard Drawings, Details & Technical Specifications*.

E. Time Limitation: Approval of the preliminary plan by the planning commission shall be valid for a maximum period of one year after approval, unless upon application of the subdivider, the planning commission grants an extension. If the final plat has not been submitted within the one year or approved extended period, the preliminary plan must again be submitted to the planning commission for reapproval; however, preliminary approval of a development shall not be voided; provided, that the final plat of the first section is submitted for final approval within the one year period. (Ord. 793, 7-11-1989; amd. 2001 Code)

F. Grading Limitation: No large scale excavation, grading or regrading shall take place on any land for which a subdivision preliminary plan has been submitted until such plan has been given preliminary approval by the planning commission. (Ord. 793, 7-11-1989)

11-2-2: FINAL PLAT:

A. Tentative Final Plat Required:

- 1. Prior to the submission of the final plat, the subdivider shall submit two (2) copies of the tentative final plat to the planning commission, who shall check the tentative final plat against the requirements and conditions of approval of the preliminary plan, and refer one copy to the city engineer for checking.
- 2. The planning commission shall return one copy of the checked tentative final plat to the subdivider indicating thereon any changes required by the planning commission and/or the city engineer.

B. Final Plat Required:

- 1. After compliance with the provisions of section 11-2-1 of this chapter, the subdivider shall submit a final plat with the current required number of copies thereof to the planning

commission. Such plat shall be accompanied by a "letter of certification" by the subdivider's engineer and/or surveyor, indicating that all lots meet the requirements of the zoning title.

2. The final plat and accompanying information shall be submitted to the planning commission at least ~~seven-ten~~ (710) days prior to a regularly scheduled planning commission meeting to be considered at the meeting.

C. Final Plat Requirements:

The final plat shall be clear and legible, and drawn according to professional engineering standards. Size of drawing shall be twenty four inches by thirty six inches (24" x 36") with one-half inch (1/2") border on top, bottom and right sides, left side border shall be one and one-half inches (1 1/2".)

The plat shall be so drawn that the top of the sheet faces either north or east, whichever accommodates the drawing best. The plat shall be made to a scale large enough to clearly show all details, in any case not smaller than one hundred feet to the inch (1" = 100'), and the workmanship on the finished drawing shall be neat, clean cut and legible. The plat shall be signed by all parties mentioned in subsection C7 of this section, duly authorized and required to sign, and shall contain the following information:

1. The subdivision name, and the general location of the subdivision, in bold letters at the top of the sheet.
2. Where a subdivision complies with the cluster subdivision provisions of the zoning title and this chapter, the final plat shall indicate underneath the subdivision name, the words "cluster subdivision".
3. A north arrow and scale of the drawing, and the current date.
4. Accurately drawn boundaries, showing the proper bearings and dimensions of all boundary lines of the subdivision. These lines should be slightly heavier than street and lot lines.
5. The names, widths, lengths, bearings and curve data on center lines of proposed streets, alleys and easements; also the boundaries bearing and dimensions of all portions within the subdivision as intended to be dedicated to the use of the public; the lines, dimensions bearings and numbers of all lots, address of lots within the subdivision. All lots are to be numbered consecutively under a definite system approved by the planning commission. The street naming/numbering and lot addressing shall be provided by the city engineer and written on the plat by the subdivider's engineer and/or surveyor.
6. Parcels of land to be dedicated as public park, storm water detention basins or to be permanently reserved for private common open space shall be included in the lot numbering system and shall also be titled "public park" or "private common open space", whichever applies.
7. The standard forms approved by the planning commission for all subdivision plats lettered for the following:
 - a. Description of land to be included in subdivision, with total acres.
 - b. Land surveyor's certificate of survey.
 - c. Owner's dedication certificate.
 - d. Notary public's acknowledgement.
 - e. Planning commission's certificate of approval.
 - f. City engineer's certificate of approval.
 - g. City attorney's certificate of approval.
 - h. City council's certificate of acceptance, signed by the mayor and attested by the city recorder.
8. A three inch by three inch (3" x 3") space in the lower right-hand corner of the drawing for recording information.

D. Construction Drawings shall conform with South Ogden City *Public Works Standard Drawings, Details & Technical Specifications* and as indicated in 11-2-3(C) below:

E. Engineer's Cost Estimate: The subdivider shall cause to be prepared by a qualified engineer, not in the employ of the city, a complete cost estimate, which shall indicate a list of all the required construction items, quantities and estimated unit bid prices and/or lump sum bid prices. This estimate shall be submitted to the city engineer with the plat and construction drawings to assist the city engineer in determining the escrow amount or other agreements required of the developer. (This estimate shall include any contingencies and/or inflation factors as determined applicable by the city engineer.) (Ord. 793, 7-11-1989)

F. Approval Of Final Plat:

1. Prior to approving and signing the final plat, the planning commission shall submit the plat for approval to the city engineer who shall collect all checking fees from the subdivider and who shall check the engineering requirements of the drawings, and determine the escrow amount, or other agreements, to assure construction of the improvements where necessary. After approval and signature by the city engineer, the plat shall be submitted to the planning commission for approval and signing by the chair. The plat and financial guarantee shall be submitted to the city attorney and the city council, respectively, for their approval. The final plat, bearing all official approvals as above required, shall be deposited in the office of the county recorder for recording at the expense of the subdivider who shall be notified of such deposit by the office of the county recorder. No building construction shall be started until recording of the final plat. (Ord. 930, 12-2-1997, eff. 12-2-1997)
2. No plats shall be recorded in the office of the county recorder and no lots in such plat shall be sold or exchanged unless the plat is approved, signed and accepted by the city.
3. At the time of recording, the subdivider shall pay all costs associated with supplying a reproducible mylar of the plat for filing in the office of the city engineer. (Ord. 793, 7-11-1989)

11-2-3: FILING:

A. General: This section summarizes the procedure required by the city for submitting preliminary and final plats, utility construction drawings and other supporting data for construction of subdivisions within the corporate limits of the city.

B. Preliminary Plat: The following procedure shall be followed in submittal and review of the preliminary plat:

1. **Master Plan Review:** A review shall be made by the subdivider with the planning commission to determine the master plan requirements for the area proposed to be subdivided.
2. **Plat Submittal:** Applicant shall submit copies of the preliminary plat as required by staff who will distribute copies to the planning commission/consultant, and city engineer. Applicant shall be responsible to deliver a copy to each utility company (power, gas, telephone, television, irrigation, etc.).
3. **Engineer's Report:** After completion of his review, the city engineer will prepare and transmit to the planning commission a report summarizing the requirements for utilities and surface improvements, with results of his review of the preliminary plat.
4. **Approval/Rejection:**
 - a. After completion of its review, the planning commission shall approve, reject or conditionally approve the preliminary plat.
 - b. Approval or conditional approval is authorization for the subdivider to proceed with preparation of the final plat.

C. Final Plat: The following procedure shall be followed in submittal and review of the final plat:

1. **Plat Submittal:** Copies as- required by staff, shall be submitted to the planning commission.

2. Fees: There shall be paid to the city by the owners or developers of the land petitioning for subdivision approval such sum of money as the city council may require to cover engineering review and field inspection costs. Fees shall be paid to the city treasurer as per adopted fee schedule which may be amended from time to time by the city council.
3. Construction Drawings: Drawings as required by the city engineer showing engineer proposed construction shall be sent to the city engineer for approval.
4. Subdivision Agreement: An agreement between the city council and subdivider shall be approved by the city attorney. This agreement shall include the city engineer's approved estimate of improvement costs, which shall be the basis for determination of the amount of required security to cover said improvements.
5. Notice of Approval: After review and approval of the planning commission, city council, city engineer and city attorney, the subdivider will be notified by the planning commission that the plat has been approved.
6. Recording: The plat shall be recorded by the city recorder within a period of seven (7) days after all required signatures have been obtained. . . The owners or developers shall pay all recording fees, with the cost to provide the city with a reproducible mylar copy of the recorded plat. (Ord. 793, 7-11-1989)
7. Construction: Construction of improvements shall not proceed until recording of the plat has been accomplished. (Ord. 793, 7-11-1989; amd. 2001 Code)
8. 8. Intermediate Inspection: At completion of construction, the city engineer shall make an inspection of all improvements and shall inform the subdivider and city council of the results of the inspection. "As-built drawing" prints shall be submitted to the city engineer prior to his making this inspection. Final Inspection: One year after completing construction of improvements (date of intermediate inspection), a final inspection shall be made by the city engineer. The results shall be made known to the city council and subdivider and if all work is satisfactory, a recommendation will be made to release the escrow or other security held by the city council. (Ord. 793, 7-11-1989)

11-2-4: MINIMUM IMPROVEMENTS REQUIRED:

For a statement of the improvements required for development within the city, see section 11-4-1 of this title, adopting development standards and specifications for the city and providing that such standards shall be on file with the city engineer. (Ord. 793, 7-11-1989; amd. 2001 Code)

Chapter 3

DESIGN STANDARDS

11-3-1: GENERAL PROVISIONS:

- A. Relation To Adjoining Street System:
 1. The arrangement of streets in new subdivisions shall make provision for the continuation of the existing streets in adjoining areas (or their proper protection where adjoining land is not subdivided) where deemed necessary by the planning commission for public requirements. The street arrangement must not cause unnecessary hardship to owners of adjoining property when they plat their own land and seek to provide for convenient access.
 2. Minor streets shall approach the major or collector streets at an angle of not less than eighty degrees (80°).
- B. Street Widths, Cul-De-Sacs, Easements, Etc. :
 1. Street Dedication: All streets in subdivisions in the city shall be dedicated to the city.

2. Arterial And Collector Streets: Arterial and collector streets shall conform to the width designated on the master street plan wherever a subdivision falls in an area for which a master street plan has been adopted. For territory where such street plan has not been completed at the time the preliminary plan is submitted to the planning commission, arterial and/or collector streets provided as required by the planning commission, with minimum widths according to *Public Works Standard Drawings, Details & Technical Specifications*.

3. Standard Residential Streets And Terminal Streets: Standard residential streets and terminal streets shall have a minimum width as required by the *Public Works Standard Drawings, Details & Technical Specifications*. Terminal Streets (Cul-De-Sacs):

a. Terminal streets (cul-de-sacs) shall be designed and constructed in accordance with *Public Works Standard Drawings, Details & Technical Specifications*

b. Where a street is designed to remain only temporarily as a dead-end street, an adequate asphalt/road base temporary turning area shall be provided as indicated in the Public Works Standard Drawings and Details in order to remain and be available for public use so long as the dead-end condition exists.

4. Marginal Access Streets (Frontage Roadway): Marginal access streets (frontage roadway) of not less than sixty feet (60') in right-of-way width shall be required paralleling all limited access arterial streets, unless the subdivision is so designed that lots back onto such limited access streets, and shall be designed and constructed in accordance with *Public Works Standard Drawings, Details & Technical Specifications*

5. Half Streets: Half streets proposed along a subdivision boundary or within any part of a subdivision shall not be approved.

6. Street Cross Section Standards: All proposed streets shall conform to the city street cross section standards indicated in the Public Works Standard Drawings and Details as recommended by the planning commission and adopted by the city council.

7. Street Grades: Except where due to special circumstances, street grades over any sustained length shall not exceed the following percentages:

a. On arterial and collector streets, eight percent (8%);

b. On standard residential and private streets, twelve percent (12%).

8. Alleys: Alleys shall have a minimum easement width of twenty feet (20'). Alleys may be required in the rear of business lots, but will not be accepted in residential blocks except under unusual conditions where such alleys are found to be necessary by the planning commission and approved by the city council. The alley cross section shall be approved by the planning commission.

9. Protection Strips: Where subdivision streets parallel contiguous property of other owners, the subdivider may place in trust a protection strip of not less than one foot (1') in width between said street and adjacent property; provided, that an agreement with the city and approved by the city attorney has been made with the subdivider, contracting to place in trust the one foot (1') or larger protection strip free of charge to the city, to be dedicated for street purposes upon payment by the then owners of the contiguous property to the subdivider or their heirs, of a consideration named in the agreement, such consideration to be equal to the current cost of the street improvements properly chargeable to the contiguous property, plus the value of one-half (1/2) the land in the street at the time of the agreement, until time of subdivision of such contiguous property.

C. Blocks:

1. The maximum length of blocks shall be one thousand three hundred feet (1,300') and the minimum length of blocks shall be five hundred feet (500'). Blocks over eight hundred feet (800') in length may, at the discretion of the planning commission, be provided with a dedicated walkway through the block at approximately the center of the block. Such walkway shall be not less than ten feet (10') in width and shall be fenced.

2. The width of blocks shall allow two (2) tiers of lots, or as otherwise approved by the planning commission because of design, terrain or other unusual conditions.

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

D. Lots:

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

2. All lots must conform to the minimum area and width requirements of the zoning title for the zone in which the subdivision is located; or

- a. Except as otherwise permitted by the City's Appeal Authority; or
- b. As in accordance with cluster subdivision provisions of the zoning title.

3. Each lot shall abut on a public street, dedicated by the subdivision plat or an existing publicly dedicated street, or on a street which has become public by right of use with the asphalt width meeting the requirements of Public Works Standard Drawings and Details, or as approved by the City Council. Interior lots having frontage on two (2) streets shall be allowed access on only one street except where unusual conditions make such other design undesirable and then only with planning commission approval. (The planning commission shall cause a note to be placed on the plat indicating the no access side.)

4. Flag Lots: Flag lots shall be approved by the hearing officer after a recommendation by the planning commission has been provided. A lot or lots not having frontage or not having adequate frontage (flag lot) on a street, as required by the zoning title for the zone in which the subdivision is located, but upon a right of way, may be included within a subdivision, provided the following requirements are met:

- a. The planning commission determines that it is impractical to extend streets to serve such lots.
- b. The area of the right of way shall be in addition to the minimum lot area requirements of the zone in which the lot is located.
- c. The grade of any portion of the right of way not exceed fifteen percent (15%).
- d. Lots so created shall be large enough to comply with all yard and area requirements of the zone in which the lot is located.
- e. The building setback line shall be established and approved by the planning commission and indicated on the plat.

5. Corner Lots: Corner lots shall have extra width sufficient for maintenance of required building lines on both streets.

6. Side Lines: Side lines of lots shall be approximately at right angles or approximately radial to the street line. Lot lines not radial shall be so noted on the final recording plat.

7. Remnants: All remnants of lots below the minimum size left over after subdividing a larger tract must be added to adjacent lots, rather than allowed to remain as nonconforming or unusable parcels.

8. Parcels In Separate Ownership: Where the land covered by a subdivision includes two (2) or more parcels in separate ownership and the lot arrangement is such that a property ownership line divides one or more lots, the land in each lot so divided shall be transferred by deed to either single or joint ownership before approval of the final plat, and such transfer certified to the planning commission by the county recorder.

9. Natural Drainage And Other Easements: The planning commission may require that easements for drainage through this and adjoining property be provided by the subdivider, and easements of not less than fourteen feet (14') in width for water, sewers, drainage, power lines and other utilities shall be provided in the subdivision when required by the planning commission.

E. Parks, School Sites And Other Public Places:

1. In subdividing property, the planning commission shall give consideration to suitable sites for schools, parks, playgrounds and other areas for similar public use.

2. Such sites shall be indicated on the preliminary plan, which shall be referred to the city council and/or school board for their concurring approval.
3. If approved, the site shall be indicated on the approved preliminary subdivision plan in order that the city council and/or school board and subdivider may commence negotiations in exercising the option on the site granted by the subdivider to the city and/or school board during annexation of the land to the city in accordance with the then current annexation ordinance of the City1 .

F. Cluster Subdivision; Special Provisions:

1. Design Standards:
 - a. The design of the preliminary and final plat of the subdivision in relation to streets, blocks, lots, common open spaces and other design factors shall be in harmony with the intent of zoning regulations, elements of the master plans adopted by the city council, and design standards recommended by the planning commission and approved by the city council.
 - b. Streets shall be so designed as to take advantage of open space vistas and to create drives with a rural or open space character.
2. Provision For Common Open Space:
 - a. The subdivider of a cluster subdivision shall submit plans of landscaping and improvements for the common open space. He shall also explain the intended use of the open space and provide detailed provisions of how the improvements thereon are to be financed and the area maintained. A cluster subdivision must meet the requirements of the zoning title, must assure proper use, construction and maintenance of open space facilities, and must result in a development superior to conventional development in terms of its benefits to future residents of the subdivision, surrounding residents and the general public.
 - b. The planning commission may place whatever additional conditions or restrictions it may deem necessary to ensure development and maintenance of the desired residential character, including plans for disposition or reuse of property if the open space used is not maintained in the manner agreed upon or is abandoned by the owners.
3. Guarantee Of Common Open Space Improvements: As assurance of completion of common open space improvements, the subdivider, at the request of the city council, shall be required to file with the city council a bond or cash surety, or other agreement, in a form satisfactory to the city attorney guaranteeing such completion within two (2) years after such filing. Upon completion of the improvements for which a bond or cash surety, or other agreement, has been filed, the subdivider shall call for inspection by the city engineer, such inspection to be made within thirty (30) days from the request. If inspection shows that landscaping and construction have been completed in compliance with the approved plan, the bonds therefor shall be released. If the bonds are not released, refusal to release and reasons therefor shall be given the subdivider in writing.
4. Continuation Of Common Open Space: As assurance of continuation of common open space approved by the planning commission, the subdivider shall grant to the city an "open space easement" on and over the common open space prior to recording the final plat, which easement will not give the general public the right of access but will provide that the common open space remains open.
5. Maintenance Of Common Open Space, Etc.:
 - a. To ensure maintenance of the common open space and other improvements where so required, the subdivider, prior to recording the final plat, shall cause to be incorporated under the laws of the state, a lot/homeowners' association. By proper covenants running with the land and through the articles of incorporation and bylaws of the association it shall provide that:
 - {1} Membership in the association shall be mandatory for each lot/home purchaser, their grantees, successors and assigns.

- (2) The common open space restrictions shall be permanent and not just for a period of years.
- (3) The association must maintain liability insurance, paying general property taxes and maintaining recreational and all other facilities.
- (4) All lot owners shall pay their pro rata share of the costs of upkeep, maintenance and operation.
- (5) Any assessment levied by the association may become a lien on the real property of any lot owner which may be foreclosed and the property sold as on sales under execution.
- (6) The association shall be able to levy and to adjust assessments on the lot owners to meet current conditions. (Ord. 793, 7-11-1989)

11-3-2: SUBDIVISION IMPROVEMENTS REQUIRED:

A. Required; Time Limit: The owner of any land to be platted as a subdivision shall at their own expense install all improvements within a two (2) year time table following the date of recording of the final plat in accordance with the public works specifications adopted by the city council, except for septic tanks (see subsection A2b of this section), which must be installed according to the specifications contained in *Public Works Standard Drawings, Details & Technical Specifications* and under the inspection of the Weber-Morgan County Health Department. (Ord. 793, 7-11-1989; amd. 2001 Code)

1. **Water Lines:** Where an approved public water supply is reasonably accessible or procurable, the subdivider shall install water lines, to provide the water supply to each lot within the subdivision, including laterals to the property line of each lot. The location and size of water mains shall be approved by the city engineer. (Ord. 793, 7-11-1989)
2. **Sewage Disposal:**
 - a. Where a public sanitary sewer is within three hundred feet (300') or is otherwise close enough in the opinion of the city council after recommendation of the city engineer to require a connection, the subdivider shall connect with such sanitary sewer and provide adequate lateral lines to the property line of each lot. Such sewer connections and subdivision sewer systems shall comply with the regulations and specifications of, and shall be approved by, the city council and city engineer. (Ord. 793, 7-11-1989; amd. 2001 Code)
 - b. Where a public sanitary sewer is not reasonably accessible, the subdivider shall obtain approval from the state department of health for sewage disposal with a septic tank and drain field for each of the lots. Subdividers shall furnish to the board of health a report of percolation tests completed on the property proposed for subdivision under the regulations of the Utah State Department of Public Health governing individual sewage disposal systems as currently adopted. A tentative final plat of the subdivision shall accompany the report showing thereon the location of test holes used in completing the tests. Percolation tests shall be completed and reports prepared and signed by a qualified registered sanitarian or a licensed engineer not in the employ of the city. Written approval from the board of health shall be submitted to the planning commission before consideration of the final plat. Design of an individual system will be such that when a public sanitary sewer system is installed, the private system can connect to the public sanitary sewer system. (Ord. 793, 7-11-1989)
 - c. Notwithstanding anything to the contrary in this subsection, should there be a conflict between the requirements of this subsection and the requirements of section 8-3-1 of this code (adopting the wastewater control rules and regulations of the Central Weber Sewer Improvement District), the requirements of section 8-3-1 of this code, to the extent of such conflict, shall control. (Ord. 793, 7-11-1989; amd. 2001 Code)

3. Storm Water: The city council will require the subdivider to manage and dispose of storm water per the city engineer's recommendations. If easements are required across abutting property to permit drainage of the subdivision, it shall be the responsibility of the subdivider to acquire such easements.

4. Street Grading And Surfacing: All public streets shall be graded in accordance with the specifications and drawings adopted by the city council.

5. Curbs And Gutters: Curbs and gutters shall be installed on existing and proposed streets by the subdivider in accordance with the specifications and drawings adopted by the city council.

6. Street Drainage and Drainage Structures: Street drainage and drainage structures shall be required where necessary in the opinion of the city council after recommendation by the city engineer in accordance with the specifications and drawings adopted by the city council.

7. Sidewalks: Sidewalks shall be required and installed in accordance with the specifications and drawings adopted by the city council.

8. Monuments: Permanent monuments shall be accurately set and established at such points as are necessary to definitely establish all lines of the plat except those outlining individual lots. Monuments shall be of a type shown on the drawings and all subdivision plats shall be tied to a survey monument of record. (Ord. 793, 7-11-1989)

9. Street Trees: Street trees are to be provided as required in approved development plans and following approval from and by the City's Urban Forestry Commission (Ord. 793, 7-11-1989; amd. 2001 Code)

10. Fire Hydrants: Fire hydrants shall be installed. Such fire hydrants shall be of the type, size, number and installed in such locations as determined by recommendation of the fire department and/or city engineer and contained in the *Public Works Standard Drawings, Details & Technical Specifications*.

11. Street Signs: The city will furnish and install necessary street signs. The cost will be charged to the subdivider (see *Public Works Standard Drawings, Details & Technical Specifications*).

12. Fencing Of Hazards: A solid board, chain link or other non-climbable fence not less than six feet (6') nor greater than seven feet (7') in height shall be installed on both sides of existing irrigation ditches or canals which carry five (5) second feet or more of water, or bordering open reservoirs, railroad rights of way or nonaccess streets, and which are located within or adjacent to a subdivision, except where the planning commission and city council determine that park areas including streams or bodies of water shall remain unfenced (see *Public Works Standard Drawings, Details & Technical Specifications*).

13. Staking Of Lots: Survey stakes shall be placed at all lot corners to completely identify the lot boundaries on the ground.

14. Street Lighting: Street lighting shall be installed by the subdivider/developer in such locations as determined by the city engineer. (Ord. 793, 7-11-1989) (see *Public Works Standard Drawings, Details & Technical Specifications*).

B. Guarantee Of Improvements: See *Public Works Standard Drawings, Details & Technical Specifications*.

1. In lieu of actual installation of the improvements required by this chapter, the subdivider may guarantee the installation thereof by one of the methods specified :
 - a. The subdivider may furnish and file with the city recorder a bond with corporate surety, or irrevocable letter of credit by a financial institution approved by the city council and city attorney, in an amount equal to the cost of the improvements plus ten percent (10%) contingency/inflation factor for improvements not previously installed, as estimated by the city engineer, to assure the installation of such improvements within two (2) years immediately following the approval of the subdivision plat by the city council, and to secure the ten percent (10%) guarantee amount for one year beyond the date of conditional final acceptance of improvements. The bond required by this subsection shall be approved by the city council and city attorney.
 - b. The subdivider may deposit in escrow with an escrow holder approved by the city council an amount of money equal to the cost of improvements, plus ten percent (10%) contingency/inflation factor for improvements not then installed, as estimated by the city engineer, as aforesaid, under an escrow agreement conditioned for the installation of the improvements within two (2) years from the approval of the subdivision plat by the city council, as aforesaid. The escrow agreement aforesaid shall be approved by the city council and the city attorney and shall be filed with the city recorder to secure the ten percent (10%) guarantee amount for one year beyond the date of conditional final acceptance of improvements.
2. The city council may prescribe by administrative rule or regulation, forms and procedures to ensure the orderly, regular and efficient processing of applications for approving a proposed subdivision and the strict compliance with the requirements of this subsection.
3. Whenever the subdivider develops a subdivision a portion at a time, such development shall be in an orderly manner and in such a way that the required improvements will be provided for the full, effective practical use and enjoyment thereof by the lessees or grantees of any of the lands subdivided within the time hereinbefore specified.
4. If the developer defaults, fails or neglects to satisfactorily install the required improvements within two (2) years from the date the final plat is recorded, the city may declare the bond or escrow deposit forfeited, and the city may install or cause the required improvements to be installed using the proceeds from the collection of the bond or escrow to defray the expense thereof. The city council may, but shall not be required, upon proof of difficulty, extend the completion date for a maximum period of one additional year. (Ord. 930, 12-2-1997, eff. 12-2-1997)

C. Engineering Checking Fees: There shall be paid to the city by the owners of the land petitioning for subdivision approval such sums of money as the city council may require to cover engineering review and field inspection costs. Fees shall be paid to the city treasurer as per adopted fee schedule which may be amended from time to time by the city council.

D. Inspection Of Improvements: The building official and city engineer shall inspect or cause to be inspected all buildings, structures, streets, fire hydrants and water supply, and sewage disposal systems and other improvements in the course of construction, installation or repair. All concrete forms are to be inspected and approval given prior to the placement of any concrete. Excavations for fire hydrants and water and sewer mains and laterals shall not be covered over or backfilled until such installations shall have been approved by the city engineer, nor shall any pavement on any street be laid unless the city engineer has been notified of the intention and the time and place of the paving and unless the engineer has approved the paving of the street in all its aspects. If any such installation is covered before being inspected and approved, it shall be uncovered after notice to uncover has been issued to the responsible person by the building official and if any paving of any street is done without prior notification and approval of the city engineer, then the subdivider and any other responsible person would be liable for any costs incurred by the city in inspecting, repairing or replacing said pavement, whenever such inspection, repair or replacement shall result from inadequate paving by the subdivider or other responsible person. (Ord. 793, 7-11-1989)

11-3-3: GUARANTEE OF WORK: (see *Public Works Standard Drawings, Details & Technical Specifications*) The subdivider shall warrant and guarantee (and post bond or other security as required by this title) that the improvements provided, and every part thereof, will remain in good condition from the date of the construction completion inspection report by the city engineer for a period as specified in *Public Works Standard Drawings, Details & Technical Specifications*. The subdivider shall agree to make all repairs to and maintain the improvements, and every part thereof, in good condition during the warranty period with no cost to the city. The subdivider shall agree that the determination for necessity of repairs and maintenance of the work rests with the city engineer. His decision upon the matter shall be final and binding upon the subdivider, the guarantee required shall extend to and include, but shall not be limited to, the entire streetbase, all pipes, joints, valves, backfill, compaction, as well as the working surface, curbs and sidewalks, as determined by the city engineer. (Ord. 793, 7-11-1989)

11-3-4: ENFORCEMENT AND PERMITS:

The building official shall not issue any permit unless the plans for the proposed erection, construction, reconstruction, alteration or use fully conforms to all provisions of this title. No officer of the city shall grant any permit or license for any building, structure or land, when such land is a part of a subdivision not been approved and recorded in the county recorder's office. Any license or permit issued in conflict with this title shall be null and void. (Ord. 793, 7-11-1989; amd. 2001 Code)

Footnotes - Click any footnote link to go back to its reference.

Footnote 1: See title 1, chapter 8 of this code.

Footnote 2: See title 7, chapter 2 of this code.

Chapter 4

IMPROVEMENTS

11-4-1: STANDARDS AND SPECIFICATIONS ADOPTED BY REFERENCE:

The standards and specifications for subdivision improvements, including any amendments thereto, are adopted by this reference as if fully set forth. Said standards and specifications are on file in the city engineer's office. (Ord. 793, 7-11-1989; amd. 2001 Code) (see *Public Works Standard Drawings, Details & Technical Specifications*.)

Chapter 5

SUBDIVISION AMENDMENTS, ALTERATIONS AND VACATIONS

11-5-1: DEFINITIONS:

~~LOT COMBINATION: The altering of a subdivision plat by joining two (2) or more of an owner's contiguous, residential lots into one lot.~~

~~PLAT VACATION: The elimination of a plat, in whole or in part, which vacation may apply to subdivided lots, roads, alleys, easements, and other areas depicted or dedicated on the plat.~~

~~PROPERTY LINE ADJUSTMENT: The adjustment of a mutual boundary line between the owners of adjacent parcels described by either a metes and bounds description or as a lot within a recorded plat.~~

~~PUBLIC STREET OR ALLEY: Any street or alley, including a right of way or public access easement, that was dedicated as a public thoroughfare by means of recordation of a subdivision plat or street dedication plat. It also includes public streets or alleys, rights of way, and public access easements established by use or conveyed to the city, or its predecessor, by deed, declaration, legislative act or other instrument of conveyance other than a subdivision plat or street dedication plat.~~

~~11-5-2;11-5-1:~~ **PLAT AMENDMENTS, ALTERATIONS AND VACATIONS - CITY COUNCIL AUTHORITY:**

- A. The city council may, with or without petition, consider and approve any proposed vacation, alteration, or amendment of a recorded subdivision plat as provided under this chapter and Utah Code Annotated section 10-9a-608 as amended.
- B. The city council may, with or without petition, consider and approve any proposed vacation of a public street or alley, after public hearing and notice as provided in this chapter and Utah Code Annotated section 10-9a-208 or future amended section.

~~11-5-3;11-5-2:~~ **STANDARDS AND PROCEDURES:**

- A. Compliance with Zoning Title and Subdivision Title Requirements: Any amendment, alteration, or vacation of a recorded subdivision plat shall comply with the requirements of the zoning title. Approving an amended subdivision plat shall comply with the standards and procedures for approving a new subdivision plat, except for those procedural requirements expressly waived in this title.
- B. Preliminary Plat Approval:
 - 1. Besides the petition requirements under section 11-1-2-1 of this chapter, any information or documents otherwise required for preliminary plat approval for any proposed amended subdivision plat that:
 - a. Requires the additional dedication of any land for street or other public purposes; or
 - b. Creates over five (5) new additional lots.
 - 2. Under such circumstances, the petitioner shall meet with the City Planner prior to submission of the petition to determine what additional documents or information will be necessary to adequately review the proposal.
- C. Resubdivision: Whenever an owner or developer desires to vacate all or a portion of a recorded subdivision plat for the resubdivision of land, the owner or developer shall first, or concurrently therewith, obtain approval for the new or resubdivided plat by the same procedures prescribed for the subdivision of land.
- D. Approval and Recording: All subdivision amendments shall be approved by recording an amended plat in the office of the Weber County recorder meeting all requirements of this title for approving a final plat, except where approval by another instrument is authorized.
- E. Waiver of Requirement to File Amended Plat: filing an amended plat shall not be required to implement a subdivision amendment, alteration or vacation under the following circumstances:
 - 1. A property line adjustment approved by ~~staff. the director under section 14-7-9 of this chapter.~~
 - 2. The vacation of an easement, other than a public access easement, dedicated to the city may be approved by recording of a deed signed by the mayor, following approval by the City Council, quitclaiming any interest the city may have in the described easement.
 - 3. The vacation of an entire subdivision plat, where the resubdivision of the property is not intended, may be approved by recording a resolution duly adopted by the city council containing a legal description of the entire subdivision.
- F. Planning Commission Review: All petitions to vacate, alter or amend a subdivision plat shall be reviewed by the planning commission and its recommendations made to the city council.
- G. Required Owner Signatures: Any amended plat, or conveyance document effectuating a property line adjustment, shall be signed and acknowledged by all owners of the real property which is the subject of the amended plat or property line adjustment.
- H. Effective Period of Approval: Approval of a petition to amend a plat shall be valid for twelve (12) months, unless, upon application of the subdivider, the planning commission grants an

extension upon the showing of good cause. If the amended plat has not been recorded within twelve (12) months, or the end of any approved extended period, the amended plat must be submitted anew for approval.

I. Time Limit for Recording: After the mayor has approved a petition to amend a plat, an amended plat shall be prepared and approved in the same manner as final plats under the previous provisions of this title. An approved amended plat, in the form of a final plat, shall be recorded within one month after receiving approval from the city. If a final plat is not recorded within one month after receiving final approval, the approval shall be null and void and the petitioner must again submit for final approval.

~~11-5-4:~~11-5-3: PETITION REQUIREMENTS:

A. A fee owner of land, as shown on the last county assessment roll, in a subdivision laid out and platted as provided in this title may file a written petition with the city to have some or all of the plat vacated, altered, or amended. A separate petition is required if the applicant proposes to vacate a public street or alley as part of the vacation, alteration or amendment of a plat. A petition to vacate, alter or amend a plat shall be made on forms provided by the department, upon payment of fees as required. A petition shall include at a minimum:

1. The name and address of each owner of record of the land contained in the entire plat.
2. The signature of each of these owners within the plat who consents to the petition.
3. The name, address, telephone number, fax number and e-mail address of the designated contact person.
4. A copy of the recorded plat to be amended, and a current copy of the Weber County ownership plats depicting the subdivision and the adjacent properties.
5. Copies of the proposed amended plat as determined by staff.
6. A recent title report covering the property, which identifies ownership, easements of record, liens or other encumbrances, and verifies payment of taxes and assessments. Such requirement may be waived by the director if the city attorney determines that the ownership records of Weber County or other documentation of ownership provided by the petitioner will be adequate.
7. Any additional information or documents required to adequately review the proposed amendment, alteration or vacation.

B. Unless an amended plat is not required under this chapter, a copy of the proposed amended plat is required.

C. No petition shall be accepted unless accompanied by the fee required. Regardless of the outcome of any action on the petition, the petitioner will have no right to a refund of any monies, fees, or charges paid to the city nor to the return of any property or consideration dedicated or delivered to the city except as may have been agreed to or approved by the city in writing, specific to the petition.

D. To determine whether all owners in the subdivision have signed a petition or an amended plat, ownership may be determined as of the date of the petition requesting the amendment, alteration or vacation.

~~11-5-5:~~11-5-4: CRITERIA:

The vacation, alteration, or amendment of a recorded subdivision plat may be approved upon a finding there is good cause for the vacation, alteration, or amendment and on such terms and conditions as are reasonable to protect public health, safety, and welfare, or as is necessary to meet the requirements for new subdivisions.

~~11-5-6:~~11-5-5: NOTICE:

A. Except for a lot combination or a property line adjustment involving unsubdivided properties, notice of a proposed subdivision vacation, alteration, or amendment shall be made by:

1. Mailing the notice to each record owner of property within three hundred feet (300') of the property that is the subject of the proposed plat change, and all record owners of property subject to the change, addressed to the owner's mailing address appearing on the

Comment [LK2]: This is specific to Ogden City. Need to review and determine who could waive.

rolls of the Weber County assessor at least ten (10) calendar days before a public meeting or public hearing where the matter will be considered. The notice shall include:

- a. A statement that anyone objecting to the proposed plat change must file a written objection to the change within ten (10) days of the date of the notice;
 - b. A statement that if no written objections are received by the city within the time limit, no public hearing will be held; and
 - c. The date, place, and time when a public meeting or public hearing, if one is required, will be held to consider a vacation, alteration, or amendment without a petition when written objections are received or to consider any petition that does not include the consent of all landowners as required.
2. Posting the date, place, and time of the public meeting or public hearing, in lieu of mailing, on the property proposed for subdivision vacation, alteration or amendment in a visible location, with a sign of sufficient size, durability, and print quality reasonably calculated to give notice to passersby, or as may otherwise be required by law.
- B. The public meeting or, if required, the public hearing will be held within forty five (45) days after the petition is filed. A public hearing will be required, if:
1. Any owner within the plat notifies the city of the owner's objection in writing within ten (10) days of mailed notification;
 2. All of the owners in the subdivision have not signed the revised plat; or
 3. Any owner of property within three hundred feet (300') of the property that is the subject of the proposed plat change notifies the city of their objection in writing within ten (10) days of mailed notification.

11-5-7:11-5-6: STREET OR ALLEY VACATIONS:

A. Procedure:

1. Any person desiring to have a public street or alley vacated as part of a subdivision amendment or as a separate action must file a petition making the request and provide a recordable plat if such vacation is approved in any manner. The plat may be a street vacation plat or, if the vacation is proposed as part of a resubdivision of property, a subdivision plat. The petition shall include:
 - a. The name and address of each owner of record of land that is adjacent to the section of public street or alley proposed to be vacated and that is accessed by or within three hundred feet (300') of said section;
 - b. The signature of each owner under subsection A1a of this section who consents to the vacation;
 - c. A title report disclosing how the section of public street or alley proposed to be vacated was acquired by the city or dedicated to public use.
2. No petition shall be accepted unless accompanied by the fee required required by this code. Regardless of the outcome of any action on the petition, the petitioner will have no right to a refund of any monies, fees, or charges paid to the city nor to the return of any property or consideration dedicated or delivered to the city except as may have previously been agreed to or approved by the city, in writing.
3. No portion of any public street or alley may be vacated by the city council unless the vacation has been proposed by the planning commission or first submitted to the planning commission for its recommendation. Notice of the date, place and time of the planning commission meeting where such vacation shall be considered shall be mailed at least ~~seven~~ ten (710) days in advance to the record owner of each parcel within three hundred feet (300') of the portion of the street or alley to be vacated regardless of whether such parcel is within the jurisdictional boundaries of the city.
4. The recommendation of the planning commission shall be forwarded to the city council.
5. The city council shall hold a public hearing for any proposed vacation of a public street or alley. At least ten (10) days before the public hearing, notice of the date, place and time of the hearing shall be:
 - a. Mailed to each affected entity;

- b. Published in a newspaper of general circulation in the city;
 - c. Mailed to the record owner of each parcel accessed by the portion of the public street or alley proposed to be vacated or that is within three hundred feet (300') of the portion of the street or alley to be vacated regardless of whether such parcel is within the jurisdictional boundaries of the city; and
 - d. Posted on or near the public street or alley in a manner calculated to alert the public.
6. The city council may approve the proposed vacation if it finds that good cause exists for the vacation and neither the public interest nor any person will be materially injured by the vacation. The ordinance approving the vacation or narrowing of a public street or alley shall contain a legal description of the vacated portion.
7. The plat reflecting the vacation shall be signed by those persons within the city who sign subdivision plats, and shall be effective when recorded with the Weber County recorder's office. The plat and ordinance shall be recorded:
- a. Within thirty (30) days of approval or of complying with any required conditions if the vacation is not part of a resubdivision of property; or
 - b. When the subdivision plat is filed if the vacation is included as part of a resubdivision of property.
8. The action of the city council vacating some or all of a public street or alley dedicated to public use operates to the extent to which it is vacated, upon the effective date of the recorded plat, as a revocation of the acceptance of and the relinquishment of the city's fee in the vacated street or alley, but may not be construed to impair any right of way or easement of any lot owner or the franchise right of any public utility with existing utility lines in the portion vacated.
9. The action of the city council in vacating some or all of a public street or alley acquired by the city by use or conveyance to the city, or its predecessors, by deed, declaration, legislative act or other instrument of conveyance, other than a subdivision plat or street dedication plat, operates to remove the property from the category of public use property and the portion vacated shall be held and managed by the city according to the property management requirements of title 4, chapter 3, article A of this code.

11-5-8:11-5-7: PLAT VACATION BY CITY:

- A. Planning Commission Recommendation:** The planning commission, on its own motion, may recommend that the plat of any recorded subdivision be vacated when:
- 1. No lots within the approved subdivision have been sold within five (5) years from the date that the plat was recorded;
 - 2. The developer has breached a subdivision improvement agreement or otherwise failed to install the required public improvements and the city cannot obtain funds with which to complete construction of public improvements, except that the vacation shall apply only to lots then owned by the developer or its successor;
 - 3. The plat has been of record for over five (5) years and the planning commission determines that the further sale of lots within the subdivision presents a threat to public health, safety and welfare, except that the vacation shall apply only to lots then owned by the developer or its successor.
- B. Procedure:** Upon motion of the planning commission to vacate the plat of any previously approved and recorded subdivision, the proposed vacation shall be referred to the City Council, which may approve the vacation of the subdivision plat, by way of an adopted resolution, containing a legal description of the entire vacated subdivision, after notice and public hearing as provided in this chapter. The approved resolution shall be recorded in the records of Weber County.
- C. Authority Not Restricted:** The authority granted herein shall not be interpreted to restrict the power of the city to approve, without petition, other amendments, alterations or vacations of recorded subdivision plats.

~~11-5-9~~;11-5-8: **PROPERTY LINE ADJUSTMENTS:**

A. A property line adjustment may be approved by the City Council after the required notice and public hearing, that:

1. No new lot, dwelling unit, or remnant parcel will result from the property line adjustment;
2. The adjoining property owners have agreed, or intend to agree, to the property line adjustment through means of a recorded agreement or an agreement suitable for recording; and
3. The adjustment does not result in violation of applicable zoning requirements.

B. The conveyance document effecting the property line adjustment shall recite the descriptions of both the original parcels or lots and the parcels or lots created by the adjustment or exchange of title, and be signed and acknowledged by the owners.

C. If the City Council approves a property line adjustment, a notice of approval shall be recorded in the Weber County recorder's office, either as an attachment to the conveyance document or as a separate document, in a form suitable for recording, approving such conveyance document.

~~**D.**~~The city engineer shall review and approve the legal descriptions used in the conveyance document. The city attorney shall review and approve the form of the conveyance documents for compliance with this chapter and the requirements of state law.

D.

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ATTACHMENT “B”

ORDINANCE NO. 15-18

An Ordinance Of South Ogden City, Utah, Revising And Amending And Readopting Title 11 Of The City Code And Amending And Readopting Title 10, Chapter 12 Of The City Code Making Changes To Cluster Subdivisions Special Regulations; Making Necessary Language Changes To The City Code To Effect Those Changes; And Establishing An Effective Date For Those Changes.

07 Jul 15

Title 10
Chapter 12
CLUSTER SUBDIVISIONS SPECIAL REGULATIONS

10-12-1: PURPOSE AND INTENT:

Cluster subdivisions are intended to allow flexibility in neighborhood and subdivision lot design by permitting the development of single-family and two-family dwellings on lots smaller than normally required for the zone in which the subdivision is located and by dedicating or reserving the land so saved to needed open space. It is not intended that this type of subdivision be universally applied but only where circumstances or natural features and land use make it appropriate and of special benefit to the residents of the subdivision and surrounding area. (Ord. 673, 1-8-1980)

10-12-2: GENERAL REGULATIONS:

A. Zones Allowed As Conditional Use: A cluster subdivision shall be a conditional use in R-1-10, R-1-8, R-1-6 and R-2 zones, and notwithstanding any other provisions of this title, the provisions as hereinafter set forth shall be applicable if any conflict exists; provided, however, that no such cluster subdivision shall contain more than twenty five (25) dwelling units. (Ord. 919, 8-5-1997, eff. 8-5-1997)

B. Lot Area Reduction: Where land is proposed for subdivision into lots and a subdivider dedicates or permanently reserves land within the subdivision for recreational use or open space, a reduction in the minimum lot area required for the zone in which the cluster subdivision is located, may be approved by the planning commission, provided the provisions of this chapter are met, and further; provided, that the cluster subdivision receives subdivision approval. (Ord. 673, 1-8-1980)

10-12-3: SITE DEVELOPMENT STANDARDS:

A. Minimum Lot Area: The minimum lot area for dwellings may be reduced below the area normally required in the zone in which the cluster subdivision is located, but no lot shall have an area less than two-thirds ($\frac{2}{3}$) of the minimum lot area required for such dwelling in the respective zone.

B. Minimum Lot Width And Yard Setbacks: The minimum lot width and side yard may be reduced below the side yard normally required in the zone in which the cluster subdivision is located, but no lot shall have a width or side yard of less than or three-fourths ($\frac{3}{4}$) of the minimum lot width or side yard required in the respective zone. (Ord. 673, 1-8-1980)

10-12-4: OPEN SPACE PROVISION:

There shall be permanently reserved within the subdivision for recreation and/or open space, parcels of land whose total area is not less than the amount by which the areas of the residential lots are reduced below the minimum area normally required in the zone in which the cluster subdivision is located. (Ord. 673, 1-8-1980)

10-12-5: OPEN SPACE PRESERVATION AND MAINTENANCE:

Recreation and/or open space areas to be permanently reserved shall be imposed, landscaped and maintained in accordance with a plan approved by the planning commission and the cluster subdivision provision of the subdivision title. (Ord. 673, 1-8-

1980)

10-12-6: PROCEDURE:

A preliminary plan of the cluster subdivision showing the areas within the subdivision to be permanently reserved for recreation and/or open space, and plans showing the proposed use, improvements and method of maintenance of such areas shall be approved by the planning commission before the cluster subdivision proposal becomes allowed. (Ord. 673, 1-8-1980; amd. 2001 Code)

10-12-7: COMMON OPEN SPACE; OTHER REQUIREMENTS AUTHORIZED:

A. The subdivider of a cluster subdivision shall submit plans of landscaping and improvements for the common open space. The subdivider shall also explain the intended use of the open space maintained. A cluster subdivision must assure proper use, construction, and maintenance of open space facilities and must result in a development superior to conventional development in terms of its benefits to future owners of the subdivision, surrounding residents and the general public.

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

10-12-8: DESIGN STANDARDS

See Chapter 11-1-3-F Cluster Subdivision; Special Provisions for Cluster Subdivision design standards and requirements.

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City Council Staff Report



Subject: Adopting a Municipal Wastewater Planning Program
Author: Jon Andersen
Department: Public Works
Date: July 7, 2015

Recommendation

City Staff recommends that resolution 15-30 Adopting and Approving a Municipal Wastewater Planning Program (MWPP) be passed. It will help the City meet requirements to the Department of Environmental Quality (DEQ).

Background

The Municipal Wastewater Planning Program is a self-assessment report for South Ogden's sewer system. The Department of Environmental Quality requires the city to file this report annually to them. The self-assessment report is a self-evaluation of the sewer system that city staff currently maintains. The report is completed for each calendar year and is done on an annual basis. The system was installed in 1936 and is in fairly good condition. The report gives the DEQ an evaluation of how South Ogden City maintains sewer system and any problems that have occurred along with any future projects the City would like to complete.

Analysis

This report would have been filed at an earlier date but South Ogden needed to adopt the Sanitary Sewer Management Plan (SSMP) first. Once the SSMP was adopted by South Ogden City, the MWPP can be adopted. The MWPP was supposed to be adopted by May 1, 2015 but the new regulations for adopting the SSMP were not clear at that point. We have been in contact with the DEQ and they are aware of the procedures we are taking and South Ogden City is in good standing at this point. City staff will file the report as soon as they can.

Significant Impacts

No budget impacts

Attachments

Municipal Wastewater Planning Program – Self Assessment Report 2014

Resolution No. 15-30

**RESOLUTION OF SOUTH OGDEN CITY ESTABLISHING A SOUTH OGDEN
WASTEWATER PLANNING PROGRAM, AND PROVIDING THAT THIS
RESOLUTION SHALL BECOME EFFECTIVE IMMEDIATELY UPON
POSTING AND FINAL PASSAGE.**

WHEREAS, the City Council finds that the City of South Ogden ("City") is a municipal corporation duly organized and existing under the laws of Utah; and,

WHEREAS, the City Council finds that in conformance with Utah Code ("UC") § 10-3-717 the governing body of the city may exercise all administrative powers by resolution including, but not limited to regulating the use and operation of municipal wastewater systems and infrastructure; and,

WHEREAS, the City Council finds it necessary to address wastewater management operations and maintenance needs within the city consistent with state and federal requirements; and,

WHEREAS, the City Council finds that the city staff recommends that the city create a South Ogden City Wastewater Planning Program to meet the requirements of state and federal agencies and for the protection of the public; and,

WHEREAS, the City Council finds that creating such an Wastewater Planning Program will materially assist in providing services and activities to meet the city's health and safety needs through effective collection and distribution of wastewater effluent; and,

WHEREAS, the City Council finds that City now desires to further those ends by creating a South Ogden City Wastewater Planning Program to provide for and effectively manage such services; and,

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

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF
SOUTH OGDEN AS FOLLOWS:**

SECTION II - South Ogden City Wastewater Planning Program Created

The South Ogden City Wastewater Planning Program Is Hereby Created And Is Attached Hereto As Attachment "A", And By This Reference Fully Incorporated. The City Manager Is Authorized To Sign And The City Recorder Is Authorized To Attest, Any And All Documents Necessary To Effect This Authorization And Approval.

SECTION III - PRIOR ORDINANCES AND RESOLUTIONS

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

SECTION IV - REPEALER OF CONFLICTING ENACTMENTS

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

SECTION V - SAVINGS CLAUSE

If any provision of this Resolution shall be held or deemed or shall be invalid, inoperative or unenforceable such shall not have the effect of rendering any other provision or provisions invalid, inoperative or unenforceable to any extent whatever, this Resolution being deemed the separate independent and severable act of the City Council of South Ogden City.

SECTION VI - DATE OF EFFECT

This Resolution shall be effective on the 7th day of July, 2015, and after publication or posting as required by law.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SOUTH OGDEN CITY,
STATE OF UTAH, on this 7th day of July, 2015**

SOUTH OGDEN CITY

James F. Minster
Mayor

ATTEST:

Leesa Kapetanov
City Recorder

ATTACHMENT “A”

Resolution No. 15-30

Resolution Of South Ogden City Establishing A South Ogden Wastewater Planning Program,
And Providing That This Resolution Shall Become Effective Immediately Upon Posting And
Final Passage.

07 Jul 15

[Attachment to be provided by Public Works Director]

STATE OF UTAH

MUNICIPAL WASTEWATER PLANNING PROGRAM

SELF-ASSESSMENT REPORT

FOR

SOUTH OGDEN

2014



Resolution Number _____

MUNICIPAL WASTEWATER PLANNING PROGRAM RESOLUTION

RESOLVED that ***SOUTH OGDEN*** informs the Water Quality Board the following actions were taken by the ***CITY COUNCIL***

1. Reviewed the attached Municipal Wastewater Planning Program Report for 2014.
2. Have taken all appropriate actions necessary to maintain effluent requirements contained in the UPDES Permit (If Applicable).

Passed by a (majority) (unanimous) vote on

(date)

Mayor/Chairman

Attest:

Recorder/Clerk

Municipal Wastewater Planning Program (MWPP) Collection System Section

Owner Name: SOUTH OGDEN

Name and Title of Contact Person:

Bob Shafee

Water/Sewer Supervisor

Phone: 801-622-2905

E-mail: bshafee@southogden-city.com

PLEASE SUBMIT TO STATE BY: May 1, 2015

Mail to: MWPP - Department of Environmental Quality
Division of Water Quality
195 North 1950 West
P.O. Box 144870
Salt Lake City, Utah 84114-4870
Phone : (801) 536-4300

Form completed by

Bob Shafee

Part II: BYPASSES (cont.)

C. Please specify whether the SSOs were caused a contract or tributary community, etc.

N/A

Part III: NEW DEVELOPMENT

A. Please complete the following table:

Question	Points Earned	Total Points
Has an industry (or other development) moved into the community or expanded production in the past two years, such that either flow or wastewater loadings to the sewerage system were significantly increased (10-20%)?	No = 0 points Yes = 10 points	0
Are there any major new developments (industrial, commercial, or residential) anticipated in the next 2-3 years, such that either flow or BOD ₅ loadings to the sewerage system could significantly increase (25%)?	No = 0 points Yes = 10 points	0
TOTAL PART III =		0

B. Approximate number of new residential sewer connections in the last year

46 new residential connections

C. Approximate number of new commercial/industrial connections in the last year

4 new commercial/industrial connections

D. Approximate number of new population serviced in the last year

156 new people served

Part III: GENERAL QUESTIONS

Complete the following table:

Question	Points Earned	Total
Is the wastewater treatment fund a separate enterprise fund/account or district?	YES = 0 points NO = 25 points	0
Are you collecting 95% or more of your sewer billings?	YES = 0 points NO = 25 points	0
Is there a review, at least annually, of user fees?	YES = 0 points NO = 25 points	0
Are bond reserve requirements being met if applicable?	YES = 0 points NO = 25 points	0
TOTAL PART III =		0

Part IV: PROJECTED NEEDS

Estimate as best you can the following:

Cost of projected capital improvements (in thousands)	2015	2016	2017	2018	2019
	0	150	150	150	150

Point Summation

Fill in the values from Parts I through III in the blanks provided in column 1. Add the numbers to determine the MWPP point total that reflects your present financial position for meeting your wastewater needs.

Part	Points
I	0
II	75
III	0
Total	75

Part V: FACILITY MAINTENANCE

A. Please complete the following table:

Question	Points Earned	Total Points
Do you follow an annual preventative maintenance program?	Yes = 0 points No = 30 points	0
Is it written?	Yes = 0 points No = 20 points	20
Do you have a written emergency response plan?	Yes = 0 points No = 20 points	0
Do you have an updated operations and maintenance manual	Yes = 0 points No = 20 points	0
Do you have a written safety plan?	Yes = 0 points No = 20 points	0
TOTAL PART V =		20

Part VI: SSMP EVALUATION

- A. Has your system completed its Sewer System Management Plan (SSMP)?
 Yes NO
- B. If the SSMP has been completed then has the SSMP been public noticed?
 No Yes, included date of public notice _____
- C. Has the SSMP been approved by the permittee's governing body at a public meeting?
 Yes NO
- D. During the annual assessment of the operation and maintenance plan were any adjustments needed based on the performance of the plan?
 No If yes, what components of the plan were changed (i.e. line cleaning, CCTV inspections and manhole inspections and/or SSO events)

City Council Staff Report



Subject: Right of Access Provider Contract
Author: Darin Parke
Department: Police
Date: July 7, 2015

Recommendation

I recommend the contract with BCI be signed.

Background

This is an annual contract.

Analysis

This contract specifies procedures for accessing criminal history, arrest warrant, and driver's license records maintained by the state. It also regulates what information may be released.

By signing we agree to terms and conditions of the contract as set forth by Utah Code Ann 53-10-108, Utah Administrative Rule R722-900-7, and Utah Bureau of Criminal Identification (BCI) Policy.

This contract focuses on three areas: Current/Prospective Non-criminal Justice Employees, City Volunteers (mainly coaches in the recreation department), and Applications for a City Business License.

The current contract is expiring.

Significant Impacts

There are no budgetary impacts.

Attachments

Right of Access Provider Contract with BCI.

Resolution No. 15-31

RESOLUTION OF SOUTH OGDEN CITY APPROVING AND AUTHORIZING ENTERING INTO AN AGREEMENT WITH UTAH BUREAU OF CRIMINAL IDENTIFICATION FOR USE OF UCJIS; AUTHORIZING THE CITY MANAGER TO SIGN THE NECESSARY DOCUMENTS ON BEHALF OF THE CITY TO GIVE EFFECT TO THE INTENT HEREOF; AND, PROVIDING FOR AN EFFECTIVE DATE.

SECTION I - RECITALS

WHEREAS, the City Council finds that the City of South Ogden ("City") is a municipal corporation duly organized and existing under the laws of Utah; and,

WHEREAS, the City Council finds that in conformance with Utah Code ("UC") § 10-3-717 the governing body of the city may exercise all administrative powers by resolution including, but not limited to regulating the use and operation of municipal property and programs; and,

WHEREAS, the City Council finds that it is necessary to contract with Utah Bureau of Criminal Identification for use of the UCJIS system; and,

WHEREAS, the City Council finds that contracting with Utah Bureau of Criminal Identification for use of the UCJIS system should be approved and adopted as necessary to the support of law enforcement services within the city; and,

WHEREAS, the City Council finds that City now desires to further those ends by contracting with Utah Bureau of Criminal Identification for use of the UCJIS to provide such services; and,

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

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF SOUTH OGDEN AS FOLLOWS:

SECTION II - CONTRACT AUTHORIZED

That The Agency User Agreement, Attached Hereto As Attachment "A" And By This Reference Fully Incorporated Herein, Is Hereby Approved And Adopted; And That The City Manager Is Authorized More Fully Negotiate Any Remaining Details Under The Agreement On Behalf Of The City And Then To Sign, And The City Recorder Authorized To Attest, Any And All Documents Necessary To Effect This Authorization And Approval.

SECTION III - PRIOR ORDINANCES AND RESOLUTIONS

The body and substance of all prior Resolutions, with their provisions, where not

otherwise in conflict with this Resolution, are reaffirmed and readopted.

SECTION IV - REPEALER OF CONFLICTING ENACTMENTS

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

SECTION V - SAVINGS CLAUSE

If any provision of this Resolution shall be held or deemed or shall be invalid, inoperative or unenforceable such shall not have the effect of rendering any other provision or provisions invalid, inoperative or unenforceable to any extent whatever, this Resolution being deemed the separate independent and severable act of the City Council of South Ogden City.

SECTION VI - DATE OF EFFECT

This Resolution shall be effective on the 7th day of July, 2015, and after publication or posting as required by law.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF SOUTH OGDEN CITY,
STATE OF UTAH, on this 7th day of July, 2015.**

SOUTH OGDEN CITY

James F. Minster
Mayor

ATTEST:

Leesa Kapetanov
City Recorder

ATTACHMENT “A”

Resolution No. 15-31

Resolution Of South Ogden City Approving And Authorizing
Entering Into An Agreement With Utah Bureau Of Criminal Identification For Use Of UCJIS;
Authorizing The City Manager To Sign The Necessary Documents On Behalf Of The City To Give Effect
To The Intent Hereof; And, Providing For An Effective Date.

07 Jul 15



Right of Access Provider Contract

Agency Terms & Conditions

Agency Name: **South Ogden Police Department**

Agency ORI: **UT0290300**

By signing below, this agency agrees to operate Right of Access (ROA) according to these terms and conditions as set forth by Utah Code Ann §53-10-108, Utah Administrative Rule R722-900-7 and Utah Bureau of Criminal Identification (BCI) Policy.

1. Each ROA applicant must sign and date the ROA Provider Waiver requesting his or her Utah Criminal History Record and agree to the terms outlined in the waiver.
 - a. ROA applicants must appear in person and present valid, government-issued, photo identification.
 - b. Each Utah Criminal History Record provided through ROA is only valid on the date it is printed and is not verified by fingerprints.
 - c. A new ROA Provider Waiver must be signed and dated for each ROA query.

2. This agency designates the following positions authorized to perform ROA queries:

- a. **Office Specialist**
- b. **Chief of Staff**
- c. **Director of Department Affairs**
- d. _____
- e. _____

3. Individuals authorized to perform ROA queries shall comply with the following guidelines when accessing the Utah Criminal History files and arrest warrant information (SWW & NCIC warrants):

- a. Utah Criminal History and any warrant information may only be released to the individual named on the ROA Provider Waiver and/or for the purpose indicated, and may not be faxed or emailed.
- b. Use Purpose Code (P) in the Purpose Code field.
- c. Use the applicant's name as the "Requestor" in the requestor field.
- d. Use "Right of Access" in the Auditing Purpose field.
- e. The Utah Driver License file may be checked to verify identification only, and may not be printed or retained on file
- f. NCIC & Statewide warrants may be checked; however,
- i. Warrants MUST NOT be printed or retained on file.
- ii. Only the following warrant information may be disseminated to the ROA applicant:
 1. The name of the issuing agency where the warrant originated (may include city/state on NCIC warrants); and
 2. The case number on the outstanding warrant(s).
- iii. The following information MUST NOT be disseminated from any warrant:
 1. The offense on the warrant
 2. Bail amount; and/or
 3. Any other information from the warrant
- iv. An Agency may disseminate information on its own warrants according to its policies and procedures (i.e. If you see a warrant your agency issued, you may disseminate information according to your own policy).
- g. Users will NOT access Interstate Identification Index (III) or NLETS files for ROA queries.



HARVARD Kennedy School

ASH CENTER

for Democratic Governance
and Innovation

ON THE GO: INSIGHTS INTO FOOD TRUCK REGULATION

*Paper Series: Regulatory Reform for the 21st-Century City, an
Initiative of the Ash Center for Democratic Governance and
Innovation*

Jessica Huey, Harvard Kennedy School, MPP Candidate

2/20/2015

ON THE GO: INSIGHTS INTO FOOD TRUCK REGULATION

Paper Series: Regulatory Reform for the 21st-Century City, an Initiative of the Ash Center for Democratic Governance and Innovation

Abstract

Mobile food vending dates back to as early as 1866 with the creation of the “chuckwagon” to feed roaming cattlemen in Texas. Since the late 2000s, however, food truck popularity has exploded capturing the attention of not only consumers and entrepreneurs but also regulators and city officials. A number of hypotheses exist for the dramatic rise of food truck vendors. Some cite the recession’s impact on brick and mortar establishments while others point to the use of social media which enable vendors to reach followers in real-time. Whatever the cause, it is clear that food truck vendors aren’t planning on going away any time soon.

Cities across the country are recognizing that existing regulations do not adequately address the challenges of operating food trucks. According to a 2012 forecast by Intuit Inc., the food truck industry is projected to account for approximately \$2.7 billion in food revenue by 2017, making it a substantial player in the food service industry.¹ This case study presents a review of the current state of the mobile food vending industry, the challenges facing cities in regulating this industry, and examples of how four cities – Austin, Washington D.C., Boston, and Portland - have attempted to balance entrepreneurship with the preservation of public health and safety as they implement regulatory reforms.

The Problem

Prior to 2008, mobile food vendors could most commonly be found scattered around construction sites and a select number of street corners. The recession’s halting effect on the economy, however, changed the landscape of mobile food vendors as construction stalled and many entrepreneurs began to rethink the mobile food industry.

First garnering national attention in large urban centers like Los Angeles and New York City, food trucks have since spread to cities large and small. Offering an alternative for

¹ Food on Wheels: Mobile Vending Goes Mainstream, September 2013.
www.nlc.org/Documents/Find%20City%20Solutions/Research%20Innovation/Economic%20Development/FoodTruckReport2013_Final_9-26.pdf

both business owners and consumers leading increasingly on-the-go lifestyles, food truck vendors benefit from their ability to more easily reach new customer bases while customers benefit from increased variety.

As food trucks have grown in popularity, many city officials wrestle with how to update regulations to mitigate any negative externalities. For many cities, existing regulations applied to mobile food vendors were originally narrowly defined for ice cream and hot dog vendors. Municipalities are being forced to revisit these regulations as issues arise over competitiveness, parking, sanitation, property and sales taxes, and proximity to brick and mortar businesses. Feeling the impact of competition, many restaurant associations are also weighing in to ensure this new industry is subject to the same health and safety regulations as other food service providers. All of this has provided much fodder for the public debate on whether food trucks should be allowed to operate, and if so, how they should be regulated.

Understanding the Problem

To fully grasp the mobile food movement debate, it is necessary to recognize the challenges of varied state and local approaches to regulation. Other major issues include how cities can best provide enforcement mechanisms, ensure fair competition, and protect public health and safety.

Varied Regulatory Approach

One of the major hurdles with the rapid growth of food trucks is that each locality has a different approach to regulating, making it difficult to implement standardized regulations. Regulatory debates are shaped by the different perspectives of local stakeholders, including food truck vendors, local restaurant owners, restaurant associations, consumers, and city officials. These regulations – or lack thereof - often reflect the priorities and values of these stakeholders. Portland, for example has actively promoted food trucks as a means to spur economic activity. Other cities have faced strong resistance to food-truck friendly regulations largely due to vocal opposition from restaurant associations.

In some cases, there is tension between state and local regulations. For example, when the City of Los Angeles attempted to impose stricter local rules on mobile food vending, courts overturned these attempts. This is due in part to the fact that catering trucks are regulated by state law, which allows local governments only the authority to impose additional regulations to protect public safety or health. In 1993, the state of California declared in *Barajas v. City of Anaheim* that the use of streets for commercial purposes is a matter of public concern and subject to regulation imposed by the state, and not the city. A 2006 ordinance prohibiting food trucks from parking in the same spot in a residential neighborhood for more than a half-hour or in a commercial area for more

than an hour was overturned based on the fact that it did not directly affect public health or safety of citizens.²

Enforcement

In addition establishing regulations, many cities are challenged with implementing effective enforcement. In densely populated cities like New York City where the demand for mobile vending permits often exceeds supply, the bureaucratic processes and waitlists for obtaining a permit present stiff barriers to entry for new vendors.³ As a result, there are many reports of unlicensed vendors. In Los Angeles, an estimate from the Los Angeles County Health Department speculated that around 11,000 illegal vendors operate every day within the county – of which an increasing number are illegal food vendors.⁴ According to the U.S. Food and Drug Administration, over 2,000 different state and local agencies in the United States are responsible for inspecting food trucks across the country.⁵ Once identified, such illegal vendors can face fines, jail time and have their property confiscated if they are caught selling food illegally. Many cities, however, simply lack the manpower for effective enforcement.

Ensuring Fair Competition

Another major concern with the dramatic rise in food trucks is whether there is fair competition between mobile food vendors and brick and mortar restaurants. Restaurants want to ensure food trucks are subject to many of the same operating regulations while food truck operators would like regulators to think critically about which regulations are appropriate for this new industry.

Some restaurant owners argue that mobile food vendors are not subject to the same taxes as brick and mortar restaurants, such as property taxes. Mobile food vendors contend that they are still required to pay taxes on their mobile truck and equipment, gas, and all required municipal sales taxes, which can vary if vendors cross city or county borders.

With respect to state and local taxes, some states have taken steps to enact new sales tax legislation that has positively benefitted mobile food vending. Recently, California's State Board of Equalization adopted a regulation that saves food truck operators the

² UCLA Law Students Help Taco Truck Operators Overturn LA Ordinance, June 2009.
<http://latimesblogs.latimes.com/lanow/2009/06/ucla-law-students-help-taco-truck-operators-overturn-la-ordinance.html>

³ The Food Truck Business Stinks, May 2013.
www.nytimes.com/2013/05/12/magazine/the-food-truck-business-stinks.html?pagewanted=all&r=0

⁴ 40 Percent of LA Food Trucks and Carts Unchecked by Health Inspectors, April 2014.
www.scpr.org/programs/airtalk/2014/04/08/36839/forty-percent-of-la-food-trucks-and-carts-unchecked/

⁵ Food Truck Secrets: 10 Things Food Trucks Don't Want You to Know, September 2012.
www.huffingtonpost.com/2012/07/23/food-truck-secrets-10-things_n_1694775.html

hassle of charging their customers a different sales tax rate as they drive from city to city. Effective July 1, 2014, the regulation presumes sales tax is included in the price of taxable items if the retailer has not added it separately.⁶

Debates of fair competition also include the issue of use of public and private space. Mobile food vending is most popular in cities with lots of foot traffic. In already densely packed downtown areas, public and private parking for food trucks can be limited. To regulate these spaces, cities have used various approaches including creating food truck hubs or pods as in Austin and Portland or establishing designated food truck parking zones with lottery assignments like Washington D.C. and Boston. Other cities regulate the geographic boundaries between food trucks and brick and mortar restaurants.

Ensuring Public Health and Safety

The food truck regulatory reform debate invariably leads to questions about public health and safety. Many cities and states require food trucks to use a commissary. Commissaries are established commercial kitchens where food service providers can go to prepare and store food. In cities with regulations prohibiting mobile food vendors from preparing, storing, or cooking food on the food truck, commissaries are critical. Commissaries also provide cleaning and sanitation areas and facilities to safely dispose of grease, used water, and solid waste.⁷

Some cities are exploring regulatory reforms that work around existing health codes in a way that still protects public health. In 2011, Go Box, a local Portland business, introduced a business model that allows consumers to use re-usable containers despite health code Section 3-304.17 which prevents customers from bringing their own containers for takeout. Go Box's model allows customers access to reusable containers that can be deposited at a number of drop-off sites to be professionally cleaned and returned to participating food truck operators.

In other sustainability efforts, the City Council in Austin passed a measure in May 2014 that makes it easier for food truck vendors to recycle and compost. Under the previous health code, it was difficult to offer composting or recycling services. This ordinance would allow mobile food establishments to provide solid waste, recycling, compost, or used oil receptacles on the same property and detached from the mobile food establishment.⁸

⁶ Board of Equalization Serves Up Simpler Sales Tax Regulation for Food Trucks, June 2014. <http://www.boe.ca.gov/news/2014/92-14-G.pdf>

⁷ How to Start a Food Truck: Learn About Commissaries, February 2014. <http://foodtruckr.com/2014/02/start-food-truck-learn-commissaries/>

⁸ Austin City Council, May 2014. <http://www.austintexas.gov/edims/document.cfm?id=209384>

Regulatory Reform Policy Areas

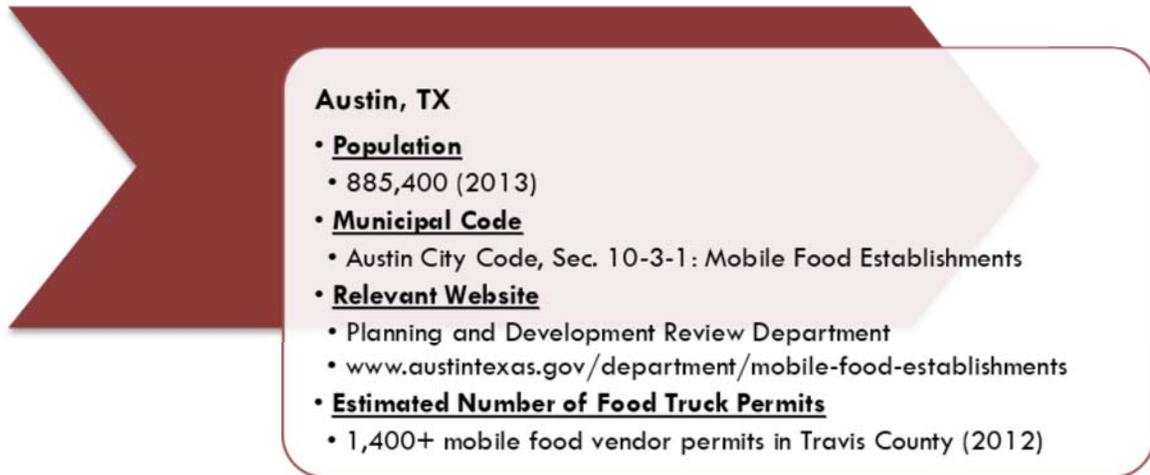
In September 2013, the National League of Cities produced *Food on Wheels: Mobile Vending Goes Mainstream*, a report exploring regulatory reform areas for cities to consider when regulating the mobile food vending industry. After analyzing 13 cities of varying size, the report identified four main policy areas of focus for regulators:

- 1) **Economic Activity** – aspects of food truck regulation that could potentially enhance economic development (e.g., streamlining permitting processes and permitting costs)
- 2) **Public Health** – aspects related to sanitation and food safety
- 3) **Public Safety** – aspects related to the utilization of private property, vending proximity to schools, and pedestrian safety
- 4) **Public Space** – aspects of food truck regulation that deal with the use of the utilization of public property to conduct business (e.g., time constraints, proximity rules, and geographic limitations related to density)

These policy areas are among the most debated in the mobile food vending regulatory reform process and will be the basis of our analysis. The following case studies will highlight four cities and provide an overview of their attempts to enact regulatory reforms in these areas.

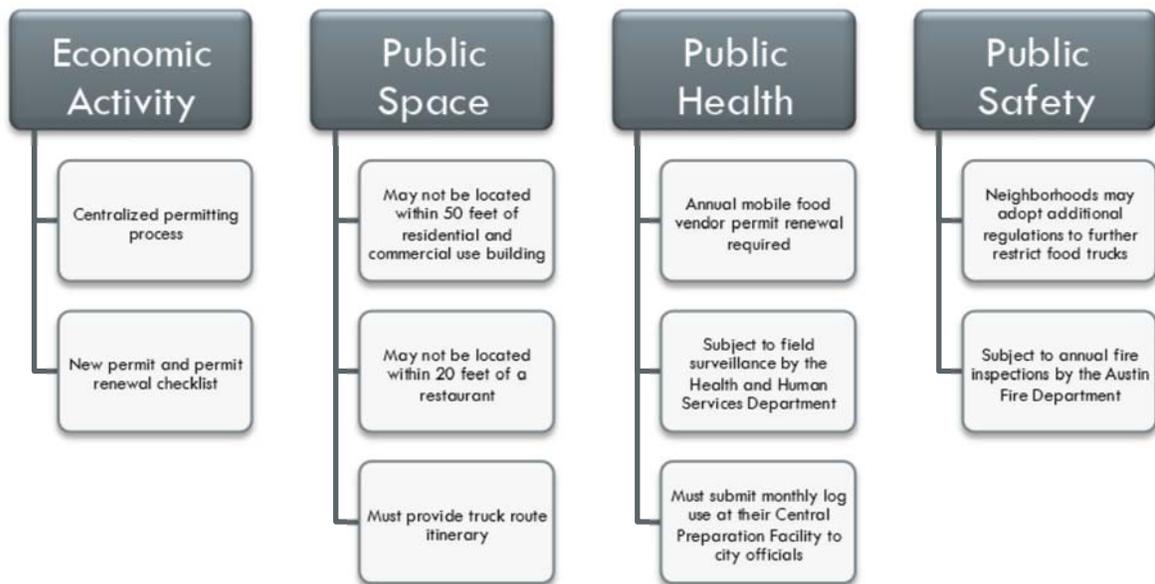
Case Studies

Economic Activity – Austin, TX



Austin, TX

- **Population**
 - 885,400 (2013)
- **Municipal Code**
 - Austin City Code, Sec. 10-3-1: Mobile Food Establishments
- **Relevant Website**
 - Planning and Development Review Department
 - www.austintexas.gov/department/mobile-food-establishments
- **Estimated Number of Food Truck Permits**
 - 1,400+ mobile food vendor permits in Travis County (2012)



Local Context

Known for their food-trailer parks – or hubs of stationary food trucks – Austin’s mobile food vending scene has developed almost as rapidly as the city’s economy since 2007. During the recession, food trucks became a popular venture with over 900 registered food vendors in Travis County by the end of 2008. By 2012, the City of Austin’s Health

and Human Services Department reported over 1,400 registered mobile food vendors in the county.⁹

During this same period, Austin's economy and population were also growing rapidly. According to the 2013 Census Bureau estimates, Austin had the greatest population growth among all U.S. cities with fewer than 1 million residents.¹⁰ By 2013, Austin's economy was thriving, leading the nation's cities in gross metro product growth at 4.6 percent.¹¹

While the rapid growth was good for Austin's economy, it impacted the mobile food industry by making it more difficult to find open land suitable for food-trailer parks. Food-trailer parks gained popularity from vendors because they could share resources and often attract a stable following. The food-trailer park model also benefits landowners who collect rent from vendors after obtaining the permits and installation necessary to provide electricity and other resources. Despite the challenges of finding open land, many vendors are enjoying Austin's economic boom and the demand for food trucks by Austin residents have helped put the food truck scene on the map.

Regulatory Reform Highlight: Economic Activity

Since 2008, the City of Austin has taken significant steps to encourage the growth of mobile food vendors while ensuring the protection of neighborhood interests. To facilitate growth, the City of Austin streamlined the permitting process for mobile food vendors which previously required vendors to deal with multiple departments for all the appropriate permits. With a centralized permitting process, applicants are presented with a checklist of all the forms required in order to receive a mobile food vendor permit. Mobile food vendors in Austin are subject to annual health and fire safety inspections and vendors are also required by law to disclose a central preparation facility, or CPF, where they store, clean and dispose of their products.¹² Enforcement of these regulations lie within the jurisdiction of the City of Austin Code Department, the City of Austin Zoning and Right of Way Departments, and the City of Austin Health and Human Services Department who work together to regulate food truck activity.

While encouraging economic growth, the City of Austin has still remained responsive to the community's interests. The city currently allows for neighborhoods to adopt more

⁹ Food Truck Industry at Crossroads, March 2013. <http://impactnews.com/austin-metro/central-austin/food-truck-industry-at-crossroads/>

¹⁰ Everything's Bigger, and Still Getting Bigger, in Texas, May 2014. <http://www.usnews.com/news/articles/2014/05/22/texas-cities-among-nations-fastest-growing-us-census-bureau-says>

¹¹ Austin's Strong Metro Economy Will Stay Ahead of the Pack for Years, Report Says, June 2014. <http://www.bizjournals.com/austin/news/2014/06/20/austins-strong-metro-economy-will-stay-ahead-of.html?page=all>

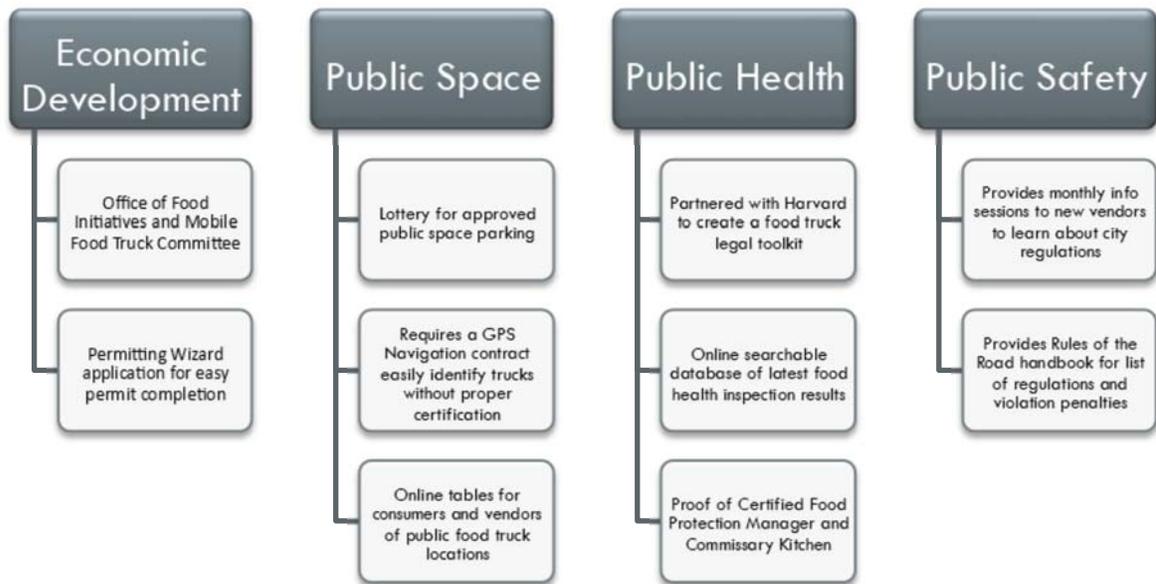
¹² Food Trailers and the Health Department. <http://foodtrailersaustin.wordpress.com/food-trailer-health-inspections/>

restrictive regulations for mobile food establishments with respect to operating times and locations, subject to City Council approval. The Planning and Development Review Department provides a map indicating zones with additional restrictions on its website – making it easy for the public and vendors alike to be aware of current regulations.

Public Health – Boston, MA

Boston, MA

- **Population**
 - 645,966 (2013)
- **Municipal Code**
 - Mobile Food Truck Ordinance
 - www.cityofboston.gov/foodtrucks/regulations/ordinance.asp
- **Mobile Food Vendor Regulation Website**
 - www.cityofboston.gov/foodtrucks/
- **Estimated Number of Food Truck Permits**
 - 80+ food trucks (2014)



Local Context

With less than a hundred food trucks, Boston’s food truck scene may be small in numbers but it certainly has not been overlooked by city officials. Since food trucks became popular in Boston’s dining scene in 2011, the City has been active in promoting the industry’s growth while focusing on ensuring a healthy and sustainable industry.

Boston's approach to mobile food vending largely focuses on transparency and collaboration. In 2010, the City of Boston established the [Office of Food Initiatives](#). As part of this effort, the City later established the Boston [Food Truck initiative](#) which brought healthy food trucks hosted by the city to downtown Boston and into residential neighborhoods.

To help food truck vendors navigate the process of starting up a food truck business, the city has an Office of Food Initiatives as well as a Mobile Food Truck Committee. As required by [ordinance](#), the Mobile Food Truck Committee includes representatives from the Department of Public Works, the Transportation Department, the Inspectional Services Department, the Police Department, the Fire Department, the Director of Food Initiatives, and the Assessing Department who collaboratively review and approve food truck applications.

Since 2012, the City of Boston has implemented a [Live Lottery](#) to provide new and existing mobile food vendors with equal access to all city-approved public sites. This year vendors entered into a lottery to select from over 500 shifts available for the upcoming vending year, which begins April 1, 2015.

Regulatory Reform Highlight: Public Health

Often recognized as one of the most innovative cities, the City of Boston has long been using data and technology to advance public good. As part of the city's food truck permit application process, all mobile food vendors are required to register with a [GPS navigation contract](#). Data is shared with the city to update the Office of Food Initiative's food truck website. This data is open to the public and allows customers and city officials to [see which food trucks are vending only during vending hours](#). This also helps the city ensure that registered food trucks are vending in the appropriate locations at the appropriate times, thus allowing the city to better identify illegal vendors operating without proper certification.

While many cities have established health and safety codes for mobile food vendors, the City of Boston allows residents to access data in a user-friendly format. In accordance with the Massachusetts State Sanitary Code, food service establishments are inspected at least once per year. New restaurants cannot open without an inspection and approval from the Health division. The City of Boston, in addition to listing all food truck locations on the Office of Food Initiative's food truck website, provides data for all food health inspections via [The Mayor's Food Court – Establishment Search](#), an online searchable database with the latest available inspection ratings by the Health Division of the Boston Inspectional Services Department. The site provides a list of previous inspections, ratings, as well as links to specific violations with comments. The city also provides an online, [interactive food truck permitting guide](#) to help ensure vendors are advised of the appropriate regulations.

Public Safety – Portland, OR

Portland, OR

- **Population**

- 609,456 (2013)

- **Municipal Code**

- Oregon Admin. Rules, Sec. 333-162-0020: Mobile Food Units

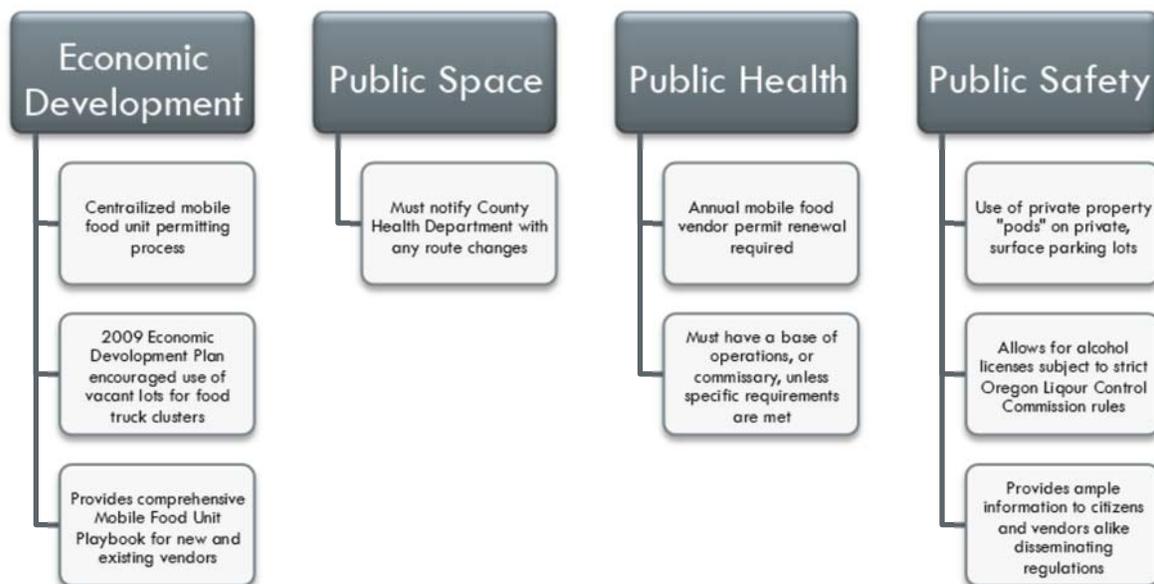
- **Relevant Website**

- Bureau of Planning and Sustainability

- www.portlandoregon.gov/bps/52798

- **Estimated Number of Food Truck Permits**

- 800+ licensed mobile food units (2014)



Local Context

With the rise in food trucks in Portland beginning in the 1990s, the city has long been referred to as the country's food truck capital. In 1997, a working group was established to create guidelines for the mobile food vendors. In 2009, the city developed an Economic Development Plan which specifically incorporated the mobile food industry. In the plan, the city outlined steps to encourage the use of vacant lots for food truck clusters to deter blight and promote economic development. As of 2014, the city

estimates over 800 licensed food vendors are operating in Portland and the surrounding Multnomah County.¹³

Regulatory Reform Highlight: Public Safety

A major challenge for mobile food vendors is how to integrate into a community while preserving public safety of citizens in public spaces. One solution is to create better utilization and regulation of private property where food trucks can reside without competing for limited public space. A second solution is to ensure both food truck owners and citizens are well informed about food truck operations and regulations. Well-disseminated information about regulations is a key to ensuring public safety.

Portland's food truck scene has led the way for developing regulations that would allow for the creative use of private property to create "pods". By transforming vacant lots into food truck hubs, Portland generated more foot traffic into areas that may have been subject to blight and crime. With over 20 pods in the city, vendors are able to share resources and build community. These regulations have helped food truck vendors not only establish themselves in the community but also play a role in revitalizing these vacant lots. Current regulations provide that as long as stationary mobile carts have functional wheels, an axle for towing, and are located in a commercial zone, they are considered vehicles and are not required to conform to zoning or building codes on private property. Portland also recently became the first city to pass regulations that allow food truck vendors to obtain alcohol licenses. In 2014, nearly a third of the city's food car pods served beer, wine or cocktails, under strict compliance with the Oregon Liquor Control Commission.¹⁴

Portland has also been looked to as a model of a city that allows the mobile food industry to thrive while ensuring regulations are well-disseminated. Citizens and food truck owners alike can find ample information online about food trucks via sites like Food Carts Portland which offers tips for helping new vendors and maps of the food truck pods as well as links to a number of previous studies on the impact of food trucks on the Bureau of Planning and Sustainability's website.

Beyond the mobile food vendor application itself, the city also provides easy access to information about how to operate vending carts on private property and a detailed Mobile Food Unit Playbook with examples of different types of vendors and flowcharts to aid new vendors through the application process. The latest food safety news can be found on the Chefs Connection – Multnomah County Food Safety Blog which helps vendors stay up to date on regulations and provide tips for safer food handling.

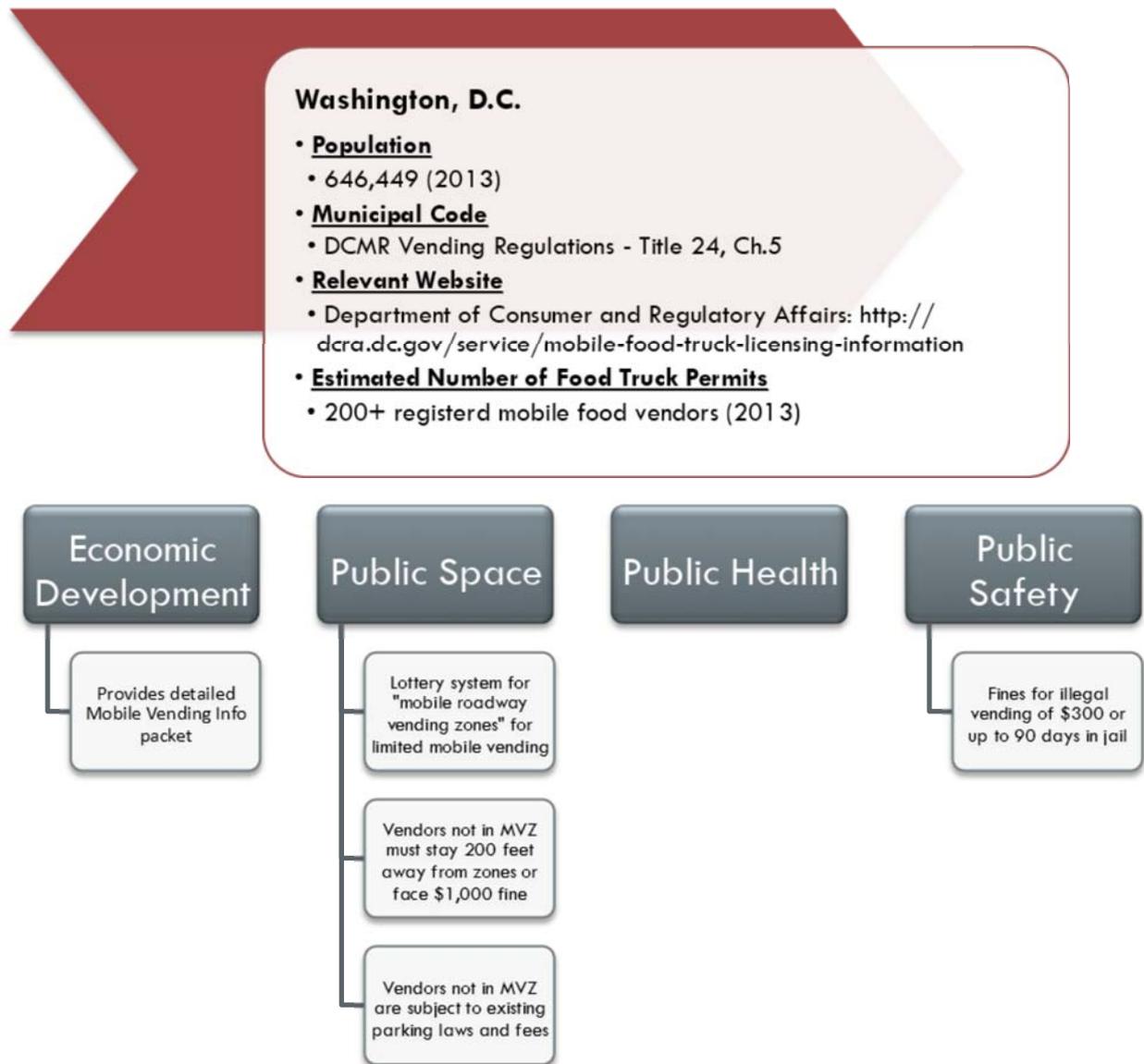
¹³ Portland's Food Carts Thrive, While SF's Languish, September 2014.

<http://missionlocal.org/2014/09/portlands-food-carts-thrive-while-sfs-languish/>

¹⁴ Food Cart Culture Digs In, Grows Up, Has a Few Drinks, May 2014.

<http://www.pamplinmedia.com/pt/9-news/218877-78013-food-cart-culture-digs-in-grows-up-has-a-few-drinks->

Public Space – Washington, DC



Local Context

For the past four years, the debate over the regulation of mobile vending in Washington D.C. has been closely monitored by its many stakeholders. In 2013, after multiple proposals and amendments, new regulations were passed affecting over 200 registered mobile food vendors. These new regulations included health and safety provisions as well as the much discussed "Mobile Roadway Vending Lottery."

Prior to these new regulations, the Department of Consumer and Regulatory Affairs allowed food trucks to operate under regulations for ice cream trucks as they worked on new regulations. In December 2010, the city council engaged in a lengthy debate over the future of mobile vending operations. The regulations passed in 2013 were a major step towards re-evaluating the current regulatory structure of mobile food vending.

Regulatory Reform Highlight: Public Space

The new city regulations have helped provide guidelines on one of the primary concerns of the local mobile food industry – use of public space. Under the Mobile Roadway Vending Lottery system, the city allows a limited number of vending vehicles, chosen through a rotation-based lottery system, to sell food (or other goods).¹⁵ The lottery occurs monthly and allows vendors to rank their location preference for each day of the week. There are 95 spots in eight different zones that vendors are able to apply for between the hours of 10:30am and 2:30pm. Vendors pay \$25 each month to enter the lottery and \$150 if they accept an assignment.

When vendors are selected by the lottery, they are assigned to their highest preferred location which has an available space. If no spaces are available when selected, they will be assigned as “off”. No vendor will be assigned an “off” day unless the number of lottery entrants exceeds the number of available spaces (i.e. greater than 95 lottery entrants). Based on this rotation lottery system, no vendor will be assigned a second “off” day until every entrant has had a first “off” day, thus ensuring equal access. Vendors who do not receive a spot via the rotation-based lottery system on a particular day must stay at least 200 feet away from the zones or face a \$1,000 fine. The three agencies that oversee regulations of food trucks include the Department of Consumer and Regulatory Affairs, the Department of Transportation, and the Department of Health.

While the effects of these regulations have yet to be seen, Washington D.C. is making steps to tackle the issue of regulating public space. This case is also an example of the growing mobilization of food truck owners’ participation in regulatory debates. With associations like the DMV (D.C., Maryland, Virginia) Food Truck Association and other trade associations being established nationwide – often as a result of lengthy debates with city councils and local restaurant associations - there is a growing trend of food truck owners coming together to strategically represent the collective interests of all mobile food vendors.

¹⁵ D.C.’s Food Trucks Try to Adjust to the City’s New Regulations, December 2013.
<http://www.washingtoncitypaper.com/blogs/youngandhungry/2013/12/11/d-c-s-food-trucks-try-to-adjust-to-the-citys-new-regulations/>

Results

As the mobile food industry has grown, it has forced cities across the country to consider the economic and social impact of this industry on all citizens. Every city faces a unique set of challenges – the cases presented here looking at Austin, Boston, Portland, and Washington D.C. - demonstrate the different approaches to regulating the industry based on the input of stakeholders and the status of the local economy. As the examples show, cities are increasingly looking at food trucks not only as an alternative to traditional dining but also as a player in larger economic and community development plans.

The disruption of food trucks has forced cities to think critically about what and how they choose to regulate. Whether it is by leveraging data and technology to support traditional enforcement or by redefining existing regulations, regulatory reform efforts in the food truck industry have resulted in a wide range of approaches that at the end of the day are aimed at helping you answer the age-old question of “What’s for lunch?”.

ABOUT THE AUTHOR

Jessica Huey is a MPP candidate at the Harvard Kennedy School of Government. Prior to attending the Kennedy School, Jessica spent five years working for the City & County of San Francisco focusing on workforce development initiatives and labor negotiations. Jessica got her start with the City & County of San Francisco as a member of the inaugural class of City Hall Fellows, a year-long fellowship program in local government. Jessica received a BA from Brown University with a double major in Public Policy and Hispanic Studies.

ABOUT THIS PROJECT

The Regulatory Reform for the 21st-Century City project, funded by the Smith Richardson Foundation, is exploring, identifying, and developing a best practice framework and accompanying resources for cities seeking to learn more about regulatory reform. This work addresses the fine balance between public health and safety and economic development in regulation at the local level. As part of this project, this paper series is a resource for those US and international cities looking to learn more about regulatory reform, as well as those interested in replicating and adapting best practices to streamline regulatory development, licensing and permitting, and compliance in their own cities.

ABOUT THE SERIES EDITOR

Stephen Goldsmith is the Daniel Paul Professor of the Practice of Government and the Director of the Innovations in American Government Program at Harvard's Kennedy School of Government. He currently directs [Data-Smart City Solutions](#), a project to highlight local government efforts to use new technologies that connect breakthroughs in the use of big data analytics with community input to reshape the relationship between government and citizen. He previously served as Deputy Mayor of New York and Mayor of Indianapolis, where he earned a reputation as one of the country's leaders in public-private partnerships, competition, and privatization. Stephen was also the chief domestic policy advisor to the George W. Bush campaign in 2000, the Chair of the Corporation for National and Community Service, and the district attorney for Marion County, Indiana from 1979 to 1990. He has written *The Power of Social Innovation*; *Governing by Network: the New Shape of the Public Sector*; *Putting Faith in Neighborhoods: Making Cities Work through Grassroots Citizenship* and *The Twenty-First Century City: Resurrecting Urban America*; and *The Responsive City: Engaging Communities Through Data-Smart Governance*.