



NOTICE AND AGENDA

SOUTH OGDEN CITY COUNCIL MEETING

Tuesday, May 17, 2016 – 6:00 p.m.

Notice is hereby given that the South Ogden City Council will hold their regular City Council Meeting, Tuesday, May 17, 2016, 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 Pro Tem Russell Porter
- 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. PRESENTATIONS

- A. Jason Watterson, Utah Local Governments Trust – Presentation of TAP Award
- B. Presentation of Certificates to Graduating Youth Court Participants and Leaders
- C. Recognition of Police and Fire Employees

V. CONSENT AGENDA

- A. Approval of May 3, 2016 Council Minutes
- B. Ratification of Proclamation Declaring May 9-15 as National Nursing Home Week in South Ogden
- C. Advice and Consent of the Appointment of Jerry Jones as a Planning Commissioner

VI. DISCUSSION / ACTION ITEMS

- A. Consideration of **Ordinance 16-11** – Adopting an Updated Storm Water Management Plan
- B. Consideration of **Resolution 16-14** - Approving an Amendment to the Existing Agreement With the City Manager
- C. Consideration of **Resolution 16-15** – Approving an Agreement with LaMar A.Mabey & Associates, Inc. for Property Acquisition Services

- D. Consideration of **Resolution 16-16** – Approving an Agreement with Horrocks Engineers for Public Involvement Services
- E. Consideration of **Resolution 16-17** – Approving an Agreement with ATrans for 40th Street Traffic Study
- F. Consideration of **Resolution 16-18** – Approving an Agreement with Cobb, Fendley & Associates for Property Relocation Services

VII. DISCUSSION ITEMS

- A. Discussion on Proposed Ordinance Changes (corrections to Title 11 - Subdivision Ordinance based on Council’s policy to remove themselves from the subdivision approval process, and corrections to Title 10, Chapter, Articles E,E1, F, G, and H)
- B. Discussion on Amending the Zoning Map for Parcels 07-717-0006 and 07-717-004 Located at Approximately 5985 Wasatch Drive, Changing Them From C-2 to R-5B

VIII. DEPARTMENT DIRECTOR REPORTS

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

IX. REPORTS

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

X. ADJOURN CITY COUNCIL MEETING AND CONVENE INTO WORK SESSION

- A. Discussion on Form Based Code
- B. Discussion on FY2017 Proposed Budget

XI. ADJOURN WORK SESSION

Posted and emailed to the State of Utah Website May 13, 2016

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 (southgndcity.com) and emailed to the Standard Examiner on May 13, 2016. 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

May 12, 2016

TO: Mayor and City Council

FROM: Matthew J. Dixon, City Manager

RE: May 17, 2016 Council Meeting

PRESENTATIONS

- *TAP Award, Utah Local Governments Trust* – Jason Watterson with ULGT will be presenting the city with a Trust Accountability Program Award. This award goes to members of the Trust who take an active role in risk management training, inspections, etc. To obtain this award the city is required to demonstrate our commitment to safety by doing such things as: hold regular Safety Committee Meetings, conduct annual manhole inspections, complete an annual safety audit, etc. The reward for meeting these requirements allows the city to receive approximately \$5,000 from ULGT and recognition that safety is important to our organization.
- *Youth Court Recognitions* – Officer Ryan Bailey will be recognizing the youth who have been serving on the city's youth court who are graduating this year.
- *Special Employee Recognitions* – Most of you are aware of the news article that many local news media ran, at the request of South Ogden resident William Rathburn, on police officer Mark Wian (see links below).
 - *Deseret News:* (<http://www.deseretnews.com/article/865653735/Photos-South-Ogden-resident-thanks-officer-who-saved-his-life.html?pg=all>)
 - *KUTV:* <http://kutv.com/news/local/senior-gets-to-meet-police-officer-who-saved-his-life>
 - *Salt Lake Tribune:* <http://www.sltrib.com/home/3860734-155/utah-police-officer-thought-man-died>

Mr. Rathburn has requested the opportunity to have officer Wian, as well as the Fire Fighters who responded on the call, recognized for their excellent service to the community of South Ogden City.

E mdixon@southogdencity.com

3950 Adams Ave. Suite 1

SouthOgdenCity.com

O 801-622-2702

South Ogden City, UT 84403

F 801-622-2713

CONSENT AGENDA

- *Proclamation Declaring May 9-15 as National Nursing Home Week in South Ogden.* This is something the city has done at the request of nursing homes in South Ogden. Council member Porter, representing the mayor presented this proclamation at Northern Utah Rehabilitation Hospital this week on behalf of Mayor Minster and the City Council.
- *Appointment of Jerry Jones to the Planning Commission* – The city recently received some recommendations from the city council of residents who may be interested in serving on the city’s Planning Commission. Solicitations were made through the council, the city newsletter, city website, and city social media sites. Mayor Minster met and interviewed those who expressed interest in serving and he is recommending the council support his desire to appoint Jerry Jones to the Planning Commission. We’ve included Mr. Jones’ letter of interest and resume for you to review in advance of the meeting. He’s planning to attend and introduce himself.

DISCUSSION/ACTION ITEMS

- *Ordinance 16-11 – Adopting an updated Storm Water Management Plan.* This ordinance updates the city’s Storm Water Management Plan. As we discussed during the last council meeting, these changes are necessary in order to bring our plan into compliance with new E.P.A. regulations. This process will be in two phases and will take several months to complete. The impacts of these new requirements will be more man hours for enforcement and more administrative oversight of the city’s Storm Water Management Plan. These expenses will be budgeted for in the Storm Water Utility Fund
- *Resolution 16-14 – Approving an amendment to the existing agreement with the City Manager.* It is hard to believe that six years has gone by since I began working for South Ogden City. My current employment contract with the city expires June 30, 2016. I’m excited about the many great things currently underway in the city and I welcome the many great accomplishments and challenges in the city’s future. This is a quality organization and I’m proud to be a part of the many good things the city does for the community and I would very much like to continue working for you and helping to move the city forward according to your vision and goals. I appreciate the support each of you has shown me over the last six years and I look forward to our continued working relationship.
- *Resolution 16-15 – Approving an Agreement with LaMar A. Maybe & Associates, Inc. for property acquisition services* – This agreement is for property acquisition services for 40th Street. Mr. Maybe is on UDOT’s approved property acquisition service providers list and he is

E mdixon@southogdencity.com

3950 Adams Ave. Suite 1

SouthOgdenCity.com

O 801-622-2702

South Ogden City, UT 84403

F 801-622-2713

excited to get started on the project. This project has approximately 31 property acquisitions that we'll need to orchestrate. There will be 4 residential full property acquisitions, 2 commercial property acquisitions and the remaining acquisitions will be partial strips of property along the corridor. We are already preparing to have an initial meeting with Mr. Maybe's group, the Public Involvement group from Horrocks and the city engineer with the 6 property owners from which we will be purchasing their entire parcel of property for May 24 at the old city hall building.

- *Resolution 16-16 – Approving an agreement with Horrocks Engineers for public involvement services* – Horrocks has been selected after completing a competitive process for public involvement services. Horrocks is a very qualified firm and has a fantastic public involvement team that will be working with South Ogden City on this project. The PI services will involve being the city's face to all those impacted by the project, including residents, businesses and broader stakeholders such as IHC and Weber State University. They will provide all project updates, field questions and concerns and make personal visits to help resolve questions and or concerns from the public. Staff is still working on finalizing the contract with Horrocks and will add it to the packet as soon as it is completed.
- *Resolution 16-17- Approving an agreement with ATrans for 40th Street Traffic Study.* ATrans will be working with the city engineer and will provide traffic engineering services for the 40th Street Project. They are a very qualified firm that has done a lot of work in the area and for UDOT. ATrans will provide support services to Brad Jensen, City Engineer and staff recommends approval of this contract.
- *Resolution 16-18 – Approving an agreement with Cobb, Fendley & Associates for property relocation services.* As a part of the property acquisition process there will be at least six relocations (4 residential, 2 commercial) that we'll need to accommodate. This work must be done by a firm that is on UDOT's approved relocation list. Cobb Fendley has been selected as a qualified firm that is on the approved UDOT list for relocation services. Cobb Fendley will start working right away to start the relocation process in conjunction with the Public Involvement and Property Acquisition groups. Staff recommends approval of this contract.

DISCUSSION ITEMS

- *Proposed ordinance changes* – This agenda item is consistent with the city council's policy decision from last year to remove the council from non-legislative processes. Recently the council removed themselves from the process of approving subdivisions. In doing further review of the city code, specifically Title 11 – Subdivision Ordinance, staff discovered some additional amendments that should be made. Please see the staff report from Mark Vlasic for

E mdixon@southogdencity.com

3950 Adams Ave. Suite 1

SouthOgdenCity.com

O 801-622-2702

South Ogden City, UT 84403

F 801-622-2713

additional information regarding these amendments. The Planning Commission is scheduled to review this at their May 12 meeting. The results of their review and recommendation will be forwarded as soon as it is ready.

- *Discussion on amending the zoning map for parcels 07-717-0006 and 07-717-004* located at approximately 5985 Wasatch Drive, changing them from C-2 to R5B. These parcels are located on Wasatch Drive. The rezone application and the public hearing for this rezone request is on the Planning Commission's May 12 agenda. Remember that this is a rezone request and the council should make the decision to rezone or not based on all possible uses within the requested zone and NOT based on what the petitioner may or may not be planning to do with the property. It is difficult to avoid asking and wanting to base your decision off of what is currently being planned but staff recommends that you simply look at the property, the zone being requested, and the uses allowed in the requested zone to determine if, in your opinion, those uses are acceptable uses on the property.

WORK SESSION

The work session will allow the council for continued discussion on the Form Based Code as well as the proposed FY2017 Budget.

OTHER ITEMS

- *40TH Street* – As you can see from the agenda and the contracts we are getting in place, this project is going to really take off. The plan is for the property acquisition team, the public involvement (PI) team. The relocation team and city staff to meet on May 24 with the property owners for the full take parcels in the project (4 residential and 2 commercial). The PI group will also start setting up meetings with individual property owners to explain how the project will impact each of them, set up communication channels so the residents know how to keep in touch with the city throughout the project and how they can find answers to their questions, etc. PI will also work closely with the property acquisition team in helping to pave the way for productive meetings with each affected property owner from whom we'll need to acquire property, easements, etc. While this occurs, the city engineer will continue to design the project and get it ready for the council to start working on the final design, etc. It's going to be a very busy couple of years!
- *Branding* – Jibe continues to work on our Street Scape branding document. They are also working with Fire and Police to rework their departmental patches so the new brand is incorporated into their departmental patches.
- *Hotel on 40th Street* – The conditional use permit for the hotel is being considered by the Planning Commission at their May 12 meeting. I've learned that it will likely be a 75 bed hotel and possibly one of Wyndham's brands. They expect that if everything goes as planned they

E mdixon@southogdencity.com

3950 Adams Ave. Suite 1

SouthOgdenCity.com

O 801-622-2702

South Ogden City, UT 84403

F 801-622-2713

will have everything finalized this summer and start construction in the fall with an opening sometime late summer of fall of 2017 – hopefully right after we complete our new 40th Street.

- *Highway 89* – Staff met with the landscape crew that is our finishing the work on the Highway 89 Harrison Blvd. Project. We are also working with Woodbury to try and get their sign to come down so we can construct a new welcome sign in front of their old sign – which is a part of the FY2017 budget.
- *Sidewalk Project* – A flyer was prepared and provided to the new principal of Burch Creek Elementary. We will be printing some copies for the council to deliver to the neighborhood, if that's the council's desire.



MINUTES OF THE SOUTH OGDEN CITY COUNCIL MEETING

TUESDAY, May 3, 2016 – 6:00 P.M.

COUNCIL CHAMBERS, CITY HALL

COUNCIL MEMBERS PRESENT

Mayor James Minster, Council Members Brent Strate, Sallee Orr, Bryan Benard, Russ Porter, and Adam Hensley

STAFF MEMBERS PRESENT

City Manager Matt Dixon, City Attorney Ken Bradshaw, Police Chief Darin Parke, Fire Chief Cameron West, Parks and Public Works Director Jon Andersen, Assistant to the City Manager Doug Gailey, and Recorder Leesa Kapetanov

CITIZENS PRESENT

Jim Pearce, Jerry Cottrell, Walt Bausman, Monica Williams, Cristen Ottley, Kirk Ottley, Wes Stewart, Jared Andersen, Debbie Perry, Joyce Hartman, Janice D. J. Grow, Bruce Hartman, Ailey Irvin

I. OPENING CEREMONY

A. Call To Order

Mayor Minster called the meeting to order at 6:01 pm and entertained a motion to convene.

Council Member Porter moved to convene as the South Ogden City Council, followed by a second from Council Member Orr. In a voice vote Council Members Strate, Orr, Benard, Porter, and Hensley 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 Strate led everyone present in the Pledge of Allegiance.

The mayor then opened the meeting for public comments, reminding those present that no action would be taken on comments made that evening. He asked those who wanted to speak to limit their comments to three minutes.

II. PUBLIC COMMENTS

Walt Bausman, 5792 S 1075 E – reviewed a summary of comparative income statements going back to 2011. He then went over some items of interest in the upcoming FY2017 budget, including use of

46 Prop 1 monies, the amount of money set aside for capital expenditures, and the planned deficit. He felt
47 the general fund deficit was \$533,000, not the \$291,000 shown. He asked where the money was
48 coming from to cover the losses.
49

50 **Wesley Stewart, 3625 Jefferson** – Mr. Stewart was concerned with the areas of the Form Based Code
51 that expanded into residential areas. He cited a television program that said that open spaces and being
52 around nature helped increase the longevity of women’s health. He had bought his home in South
53 Ogden because of the price and the sentimental value. Affordable housing mattered in a city. He also
54 did not agree with what the Wasatch Front Regional Council said about sidewalks increasing property
55 values. He asked that the Council back off on the zoning, keeping it on Washington Boulevard, 40th
56 Street and Riverdale Road. Mr. Stewart then provided a handout to the Council (see Attachment A).
57

58 **Kirk Ottley, 3955 Evelyn Rd.** - had recently attended the Town Hall meeting and was also concerned
59 about the adoption of the Form Based Code. He felt it was good for Washington Boulevard and
60 similar areas, but did not see the value in changing the 40th Street corridor. He had moved to the city to
61 live in a small, quiet neighborhood and changing the zoning would disrupt his quality of life. The
62 traffic flow would also change and the cost of providing new infrastructure in the neighborhoods would
63 be quite high. He urged the Council to keep the zoning along 40th Street purely residential.
64

65 There were no other public comments.
66
67

68 **III. RECOGNITION OF SCOUTS/STUDENTS PRESENT**

69 No scouts or students were present.
70

71 **IV. PRESENTATION**

72 **A. Jared Anderson, Weber County – Report on Skyline Drive Road Project**

73 City Manager Dixon introduced Mr. Andersen, Weber County Engineer, who was asked
74 to come and answer questions concerning the county’s Skyline Drive Road Project. Mr.
75 Anderson reported the project would be completed in the fall. They were currently
76 working on storm drain upgrades. Mayor Minster said the Council was concerned with
77 how the project would affect South Ogden, especially with the increased traffic. Mr.
78 Anderson said the County was also concerned with the amount of increased traffic the
79 connector road would generate. Studies had estimated an increase of 3,000 to 7,000
80 which was a large range, however the issues of increased traffic could not be addressed
81 until they knew what the issues were. Mr. Anderson said one of the first things they
82 would do after the road was completed would be a traffic count.

83 The Council brought up several concerns, including a line-of-site issue at the 3-way stop
84 on Skyline, the safe passage of children to Uintah Elementary, and policing the road from
85 the first day of opening. The Council and Mr. Anderson discussed various intersections,
86 what jurisdictions they belonged to and how they would be handled. It was also pointed
87 out that the school district would determine if and where a crossing guard was needed for

88 the children going to school. Mr. Anderson reiterated that once they knew the traffic
89 counts and which intersections were problematic, they could move forward to address
90 the issues. Council Member Orr asked if the County was going to provide money to the
91 City to address issues in our city caused by their road. Mr. Anderson said the County
92 did not have a mechanism to provide money, but other entities such as WACOG and
93 Wasatch Front Regional Council did.

94 **B. Weber State University – Report on South Ogden Survey**

95 City Manager Dixon introduced Ailey Irvin from Weber State University. He informed
96 the Council that partnering with Weber State to do the survey had saved the City a
97 significant amount of money. Ms. Irvin gave a presentation (see Attachment B)
98 reviewing some of the points of the survey. She concluded by giving some suggestions if
99 the City were to do another survey. She then answered several questions from the
100 Council and then concluded her presentation.

101
102 **V. CONSENT AGENDA**

103 **A. Approval of April 19, 2016 Council Minutes**

104 **B. Approval of April Warrants Register**

105 **C. Set Date for Public Hearing (June 7, 2016 at 6 pm or as soon as the agenda permits) To**
106 **Receive and Consider Comments on the Following Items:**

- 107 1. **The FY2017 Proposed Budget**
- 108 2. **The City's Intent To Continue Its Practice Of Not Charging Itself For Water, Sewer,**
109 **Storm Drain, And Garbage Services That Will Be Used For Normal City Operations**
110 **During The 2017 Budget Year. The Estimated Amounts Of The Non-Charged**
111 **Services Are As Follows: Water \$21,000-\$46,000; Sewer \$3,000-\$8,000; Storm Drain**
112 **\$6,000-\$12,000; Garbage \$3,000-\$7,000**

113
114 Mayor Minster read through the consent agenda and asked if there were any questions
115 concerning the items thereon. There were no comments from the Council. The mayor called
116 for a motion.

117
118 **Council Member Benard moved to approve the consent agenda as it appeared. Council**
119 **Member Hensley seconded the motion. The mayor asked if there was further discussion,**
120 **and seeing none, he called a voice vote. The vote was unanimous in favor of the motion.**

121
122
123
124 **VI. RECESS INTO COMMUNITY DEVELOPMENT RENEWAL AGENCY BOARD MEETING**

125 Mayor Minster indicated it was time to enter a Community Development and Renewal Agency Board
126 meeting and called for a motion to do so.

127 **Council Member Porter moved to leave the City Council meeting and recess into a Community**
128 **Development and Renewal Agency Board meeting. The motion was seconded by Council**
129 **Member Orr. All present voted aye. See separate minutes.**

130 VII. RECONVENE AS SOUTH OGDEN CITY COUNCIL

131 Motion from CDRA Board Meeting to reconvene as City Council:

132 **Board Member Orr moved to adjourn the Community Development and Renewal Agency Board**
133 **meeting and reconvene as the South Ogden City Council. The motion was seconded by Board**
134 **Member Porter. Board Members Benard, Strate, Porter, Hensley, and Orr all voted aye.**

135

136 VIII. DISCUSSION / ACTION ITEMS

137 A. **Consideration of Ordinance 16-07 – Adopting the Form Based Code and Amending the**
138 **Zoning Map in Conjunction with the Form Based Code**

139 City Manager Dixon let the Council know this item was in the form of an ordinance if the
140 Council chose to adopt it, but they could also table it if they wished to. He then invited City
141 Planner Mark Vlastic to come forward to speak to this item.

142 Mr. Vlastic gave a small presentation (see Attachment C) to the Council that mostly dealt with the
143 areas along 40th Street and Ogden Avenue, the areas of most concern to residents. He offered
144 several suggestions for 40th Street, including reducing the depth of the 40th Street Zone to a 200'
145 minimum, reducing the maximum building height, increasing the rear yard buffers to 10',
146 requiring commercial uses to front on 40th Street only, and permitting residential uses only on lots
147 lacking 40th Street frontage. His suggestions for Ogden Avenue were reducing the maximum
148 building height in the Town Center General Subdistrict, requiring new projects that extend to
149 Ogden Avenue to have frontage on both Washington Boulevard and Ogden Avenue (no rear
150 yards or parking on Ogden Avenue), requiring commercial uses to front on Washington
151 Boulevard only, and allowing residential uses only on lots with no Washington Boulevard
152 frontage.

153 The Council discussed the options as well as suggested that the neighborhood currently zoned
154 R-1-8 be left out of the proposed 40th Street zone. They also discussed reducing the orange City
155 Center General zone north of 39th Street.

156 Mr. Vlastic pointed out the 40th Street General zone had been proposed to be deep by the
157 consultant, who felt it needed to be deep in order to have a transformative effect. Also at the
158 time the code was being created, there had been discussion that 40th might have a dedicated
159 transit lane that would invite larger development. Mr. Vlastic said narrowing the depth of the
160 zone would still benefit development, but he did not think the City would get as rich a mixed-use
161 profile as they wanted, especially for residential uses. He also stated that there would not be as
162 much interest from developers if the zone was not deep enough.

163 There was some discussion on the design of 40th Street and the role different types of transit lines
164 might have on the development along it. Mr. Vlastic said residential density as well as
165 commercial development was important for the establishment of transit lines, and 40th was a
166 classic transit corridor. The Council also discussed the different methods of designing the street,
167 i.e. putting in a median, using roundabouts, etc.

168 Council Member Orr said she would like to extend the discussion to a future meeting to further
169 discuss how deep the 40th Street zone should be and if they could vary the depth in different
170 places. Council Member Porter agreed. The Council requested that staff bring back maps
171 showing a suggested line and a scale to show how deep it was.

172

173 **Council Member Benard moved to table Ordinance 16-07 and to hold a future work**
174 **session on the Form Based Code, followed by a second from Council Member Porter.**
175 **The mayor asked if there was further discussion.** Council Member Strate said there were
176 portions of the FBC he was comfortable with and asked if they could amend and adopt it that
177 evening. The consensus of the Council was to table it. Council Member Orr asked if the work
178 session could be separate and not part of any other meeting. Council Member Benard felt they
179 had too much on their plate and should not limit the work session to a separate meeting; it also
180 was not part of his motion. **Mayor Minster made a roll call vote:**

181		
182	Council Member Benard-	Yes
183	Council Member Porter-	Yes
184	Council Member Strate-	Yes
185	Council Member Orr-	Yes
186	Council Member Hensley-	Yes

187
188 **Ordinance 16-07 was tabled.**

189
190
191 **B. Consideration of Ordinance 16-10 – Adopting the FY2017 Tentative Budget**

192 City Manager Dixon informed the Council that state law required cities to adopt a tentative
193 budget on or before their first meeting in May. Passing the ordinance would begin the official
194 budget process. The mayor invited City Finance Director Steve Liebersbach to come forward
195 and comment concerning this item. Mr. Liebersbach pointed out to the Council that the
196 tentative budget was a work in progress and was balanced at this point. The tentative budget
197 would change based on the direction of the elected officials and the work of staff.

198 Council Member Hensley asked if staff needed more clarification from the Council as to making
199 cuts as requested by himself and Council Members Orr and Strate. The mayor said the
200 discussion Mr. Hensley was referring to would be held later during the work session. There
201 were no other questions or comments. The mayor called for a motion.

202
203 **Council Member Orr moved to adopt the FY2017 tentative budget. Council Member**
204 **Benard seconded the motion. The mayor asked if there were further discussion.** Council
205 Member Strate said he wanted to move on with the budget discussion so he would vote yes to
206 adopt the tentative budget, but with the clear understanding that there were still issues that he had
207 concerns about. **The mayor called the vote:**

208		
209	Council Member Orr-	Yes
210	Council Member Benard-	Yes
211	Council Member Strate-	Yes
212	Council Member Porter-	Yes
213	Council Member Hensley-	Yes

214
215 **The FY2017 tentative budget was adopted.**

216 **C. Consideration of Resolution 16-13 – Approving an Agreement With Weber County**
217 **Concerning RAMP Funds**

218 City Manager Dixon explained this resolution officially acknowledged the city’s acceptance of
219 RAMP funds and would agree to spend the monies in accordance with RAMP policies.

220 The Council asked some questions concerning the RAMP applications and why some were not
221 successful. Parks and Public Works Director Jon Andersen said the RAMP committee liked to
222 see cities propose matching funds and the applications without matching or in kind funds were
223 less successful.

224
225 **Council Member Strate moved to adopt Resolution 16-13. The motion was seconded by**
226 **Council Member Benard. The mayor asked if there were further discussion, and seeing**
227 **none, he called the vote:**

228
229
230
231
232
233

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

234
235 **Resolution 16-13 was adopted.**

236
237
238 **IX. DISCUSSION ITEMS**

239 **A. Discussion on New Requirements for Utah Pollutant Discharge Elimination System Permit**
240 **and Updating Storm Water Plan**

241 Parks and Public Works Director and Field Supervisor Jason Brennan came forward to address
242 this issue. Mr. Andersen explained the EPA had implemented new regulations for storm water
243 management and required that cities adopt them. The South Ogden storm water management
244 plan would be on the next agenda for adoption, but staff wanted it as a discussion item to answer
245 any questions the Council might have. Mr. Andersen said many cities were hiring a storm water
246 prevention employee to handle the new requirements mandated by law, especially those cities
247 with a lot of new development.

248 The Council asked several questions concerning the new requirements and certifications
249 necessary for city storm water managers. Mr. Brennan and Mr. Andersen answered the
250 questions and informed the Council that staff was anticipating an inspection by the EPA; after the
251 inspection, they would know more about the need for hiring new employees or implementing
252 new procedures. They warned the Council that some cities had been fined because of shortfalls
253 in managing their storm water systems, but staff was trying to stay ahead of the matter and
254 implement things now.

255 **B. Discussion on Fox Chase Subdivision**

256 Mayor Minster turned the time to Council Member Strate who had requested that this item be
257 placed on the agenda. Council Member Strate asked if staff was giving a report. City Manager

258 Dixon said staff hadn't prepared anything, as it was his impression that the Council was only
259 going to discuss it.

260 Council Member Strate said there were two issues: a common area of the subdivision was
261 supposed to be developed by the developer, but the City had released a bond too early and didn't
262 require the developer to finish what he said he would; and the area had tested positive for West
263 Nile Virus. He felt the City needed to consider two things: 1) public safety to alleviate or
264 minimize mosquito breeding, and 2) make right what happened in the area. Mr. Strate stated he
265 wanted to use funds from the CDRA restricted monies to right the wrong.

266 City Manager Dixon pointed out that both those things would cost money; the Council needed to
267 discuss where the allocation of funds for the subdivision was on their priority list in comparison
268 to other projects that needed funding. Council Member Porter suggested staff get a price for
269 what needed to be done so they would know how it would figure into their upcoming budget
270 discussions.

271 Council Member Orr then explained what measures were taken by the Weber County Mosquito
272 Abatement District when an area tested positive for West Nile Virus.

273 Council Member Hensley asked Council Member Benard, who lived in the area, what the general
274 sentiment of the neighborhood was concerning the park. Mr. Benard said most home owners
275 were resigned to the fact that the park would not happen or did not know about it since it had been
276 so long ago. Some had even offered to buy the property the park was meant to be on and put a
277 pool on it, but other homeowners were not in favor of it. There was then discussion on the
278 maintenance of the existing trail through the area, the high water table, and the issues with getting
279 permission from the Army Corps of Engineers to work in the area because it was a designated
280 wetland. Council Member Porter suggested they ask the residents what they wanted and
281 expected.

282 City Manager Dixon reiterated that the Council needed to prioritize this project during the budget
283 discussion. It would not be a good idea to get the neighborhood involved by asking what the
284 neighborhood wanted and expected, only to tell them later that there were no funds to do it.
285 Council Member Benard explained that the developer was just supposed to put a park in, and the
286 homeowners association would then be responsible for maintaining the park; however the
287 homeowners association was no longer active. The trails were not part of the developer's
288 responsibility. Mr. Strate said he may have misunderstood what the issue was. Council
289 Member Hensley commented that if there really wasn't a problem, the City should not try to fix
290 it. The Council directed staff to find out who owned the property, where the park was to be
291 built and the Council would decide what to do from there.

292
293 **C. Discussion and Direction on Third Party Financial Review**

294 City Manager Dixon expressed his concern that not all the Council was in agreement with where
295 the City stood financially. He had thought that bringing in an outside party to do a financial
296 assessment might help the Council to move forward with the budget; however, he needed to
297 know if the Council would accept the information that came to them from the third party review,
298 regardless of what it said.

299 The Council discussed the matter, each expressing the reason why a review should or should not
300 be done. The consensus from the Council seemed to be that the City was currently in good

301 financial standing, but it was the future they did not know about. Council Member Hensley asked
302 Financial Director Steve Liebersbach if a third party review that projected the City's financial
303 future would be helpful to him. Mr. Liebersbach said it would be difficult for such a review to
304 be done, since it would be based on decisions the Council would be making in the future
305 concerning projects they wanted done. He added that there were concerns facing the City,
306 especially when it came to things like roads, benefits and wages, water repairs, sewer lines, etc.
307 That is why over the last 2 to 3 years, staff had encouraged the Council to look at the existing
308 rates and fees and adjust them if necessary. Mr. Liebersbach said it seemed the "panic button"
309 had recently been pushed concerning the budget, but he was no sure why. He said in order for a
310 funding projection study to be done, whoever did it would have to ask the Council what their
311 spending projections for the future would be. The third party reviews concerning the City's
312 current financial standing, i.e. the bond counsel review and the audit report, showed the City was
313 in good standing. The Council just needed to start filling in the holes of the strategic plan and
314 determine what projects should receive funding.
315 City Manager Dixon pointed out the current scope for the financial review was to take data from
316 the last 10 years to determine where the City stood financially today. However, based on the
317 Council's discussion, the scope seemed to have changed to projecting what the financial future of
318 the City would be. Such a review would take quite a bit of involvement from the Council.
319 City Manager Dixon pointed out that he and department directors had spent countless hours
320 trying to cut a million dollars from the general fund at the request of some Council members;
321 however, they were now receiving mixed messages. If the City was currently in good financial
322 standing, why were they using so much time and energy and taking such aggressive steps to cut
323 the budget? Council Member Strate said when he had proposed cutting a million dollars from
324 the budget, he did it because he knew that they would have to ask residents to "buck up" and pay
325 more so he felt the City should try to cut as much as they could in spending.
326 The Council discussed the issue of a third party review and whether they agreed on the
327 information being presented them by staff, with the consensus being that a third party financial
328 review was not necessary.
329

330 **X. DEPARTMENT DIRECTOR REPORTS**

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

332 Mr. Andersen told the Council that an Arbor Day Celebration would be held the upcoming Friday
333 at 9 am at Nature Park.

334 He then gave the Council a handout (see Attachment D) concerning the recent service project and
335 reviewed it with them.

336 Mr. Andersen then informed the Council the City had received a grant for the sidewalks along
337 4500 South and Jefferson on both sides of the street. The Council had previously instructed him
338 to go ahead and install sidewalks on only one side of the street at the City's expense so it could be
339 in by the beginning of the upcoming school year in August; however that was before the City had
340 found out it had received the grant. He pointed out the City could spend \$124,000 of its own
341 money to get the minimal project (one side of sidewalks) completed before the new school year,
342 and then could use a portion of the grant money and put the other sidewalks in in the spring of
343 2017; at that time, the City would also have to pay a matching fund requirement of \$17,000. The

344 City would then have to turn the unused portion of the grant money back to the state. The other
345 option would be to wait until the spring of 2017, when the grant money would be available, and
346 do the whole project at the same time, thus saving the City \$124,000 plus the matching fund of
347 \$17,000, although the City would still have to pay a matching fund requirement of \$23,000.

348 Council Member Orr asked if some major traffic calming devices could be used along the route to
349 slow the traffic down for the children walking to school until the sidewalks could be put in.
350 Police Chief Parke said they could look at different traffic calming options for the road.

351 The Council discussed whether to wait for the grant money or proceed with the sidewalk now.
352 They felt they could not justify spending more than \$124,000 of the City's money just to get the
353 sidewalk in 6 months earlier. They would find ways to increase safety for the children in the
354 interim. They also discussed ways to let the residents in the area know the sidewalk was coming
355 and why it was delayed. The consensus was to use the grant money and wait until spring to do
356 the sidewalk.

357 Parks and Public Works Director Andersen then reported on the damage created by the recent
358 wind storm and the clean-up involved. He said the City had spent about 225 man hours on
359 Sunday clearing streets and helping with debris pick-up. They had set up large dumpsters at
360 Friendship and Club Heights Parks for residents to put wind-related debris in.

361 City Manager Dixon added that the wind event was the first time in his 10 years of being a city
362 manager that he had to activate the EOC. He commended Chief West and Deputy Chief
363 Rasmussen for their involvement in the EOC and the public works employees who spent
364 countless hours out in the City helping to clean up. Those involved had learned from the event
365 and were planning a de-briefing meeting.

366

367 **B. Chief West – Update on Ambulance Billing**

368 The chief gave a handout to the Council (see Attachment E) showing the wind incident objectives
369 and actions as well as information on ambulance billing. He said with each practice or real
370 incident they learned ways of doing things better, and this was no different. He would provide a
371 de-briefing report to the Council after the meeting was held.

372 Chief West then reported on ambulance billing, reviewing the new fees that were being charged
373 and time payment policies that had been implemented.

374

375

376 **XI. QUARTERLY REPORTS**

377 **A. Chief Parke – Ordinance Enforcement**

378 The police chief went over the statistics from the last quarter concerning ordinance enforcement,
379 noting that many of the reports were initiated by officers. The majority of the issues were taken
380 care of without having to take any action. Now that summer was approaching, code
381 enforcement issues concerning weeds and junk would increase.

382

383 **B. Doug Gailey – Employee Recognition**

384 Mr. Gailey reported three employees had been recognized for doing an outstanding job during the
385 last quarter and had received gift cards. Council Member Benard asked if the recognitions were
386 being announced to other employees. Mr. Gailey said they were not.

387 **XII. REPORTS**

388 **A. Mayor** – nothing to report.

389 **B. City Council Members**

390 **Council Member Hensley** – thanked all those involved in the Town Hall meeting. It had
391 been well attended.

392 **Council Member Orr** – also felt the Town Hall meeting had been very successful. She
393 then reported the National Drug Take Back Day at Macey’s had gone very well; they had taken
394 in 205 pounds of drugs. She thanked Chief Parke and Officers Vazquez and Christensen for
395 their help.

396 **Council Member Porter** - commented the Town Hall meeting was very good. He also
397 had looked at some of the survey results and saw that the police and fire were much
398 appreciated. He commended the officers and firefighters.

399 Mr. Porter concluded his remarks by pointing out that just as the county made decisions that
400 affected South Ogden, the Council also made decisions that often impacted neighboring cities.
401 The Council should keep that in mind.

402 **Council Member Strate** – agreed with Mr. Porter’s comments.

403 **Council Member Benard** – thanked Council Member Hensley for initiating the Town Hall
404 meeting. He also commented how effective social media had been in getting information out
405 after the wind storm.

406 **C. City Manager** – reported a public involvement firm as well as a property acquisition
407 firm had been selected for the 40th Street Project. The agreements for both would be
408 on the next agenda for approval. The design for the street would begin in June or July.

409 **D. City Attorney** – nothing to report.

410

411 **XIII. ADJOURN CITY COUNCIL MEETING AND CONVENE INTO A WORK SESSION**

412 Mayor Minster indicated it was time to adjourn the city council meeting and convene into a
413 work session and called for a motion to do so.

414

415 **At 10:04 pm, Council Member Porter moved to adjourn city council and move into a work**
416 **session, followed by a second from Council Member Benard. The voice vote was unanimous in**
417 **favor of the motion.**

418

419 Note: The Council took a short break and moved into the EOC for the work session. Staff members
420 present were City Manager Dixon, City Attorney Ken Bradshaw, Parks and Public Works Director Jon
421 Andersen, Police Chief Darin Parke, Fire Chief Cameron West, Assistant to the City Manager Doug
422 Gailey, and City Recorder Leesa Kapetanov. All members of the Council were present for the work
423 session which began at 10:28 pm.

424

425

426 **A. Discussion on FY2017 Proposed Budget**

427 City Finance Director Steve Liebersbach began the budget discussion by explaining only a few
428 changes had been made to the budget since the last time it had been sent out, the main difference
429 being that this budget was balanced thru an appropriation of fund balance. One other change
430 was a \$150,000 expenditure to the water fund had been added. He also reported staff was still
431 working on wages and benefits and warned that many of the numbers in the budget would change
432 as the staff and Council continued working on it. Mr. Liebersbach said staff was looking for
433 direction from the Council as to what projects they wanted incorporated into the budget. City
434 Manager Dixon further iterated what staff needed direction for, including what should be
435 budgeted for further rebranding and an economic development strategy. There were also some
436 Class C monies in the amount of \$543,000 that the Council needed to decide how to allocate.

437 Council Member Porter stated his opinion that they should allocate the \$23,000 necessary for the
438 match to receive the sidewalk grant, do as many roads as possible with the Class C funds, and
439 only do the gateway sign on Highway 89 as part of the rebranding efforts. They should also set
440 some money aside for the Mar Lon Hills property. The Council should also decide to what
441 percent of fund balance they were comfortable spending to.

442 Council Member Strate said he thought the City should not replace any roads, but only use the
443 money for crack, slurry or chip seals. He said trails were a secondary priority, but it would be
444 better to maintain them now rather than replace them later, perhaps with some of the restricted
445 monies. He said he would also like to choose a small section of road and try out some new
446 technology on it. Mr. Strate also requested that some more money be put aside for 40th Street
447 and the school district properties.

448 City Manager Dixon gave an update on discussions with the school district concerning their
449 properties. He also pointed out that decisions on roads needed to be made as soon as possible in
450 order to get them bid out and completed by August. He asked Parks and Public Works Director
451 Andersen what his priorities would be for roads. He said he would do a waterline project on
452 Crestwood; it had had 4 water main breaks during the last year. He would also look at doing 43rd
453 Street due to the increased traffic for the new school. There was some discussion on sealing
454 versus complete rebuilds. It was determined that Mr. Andersen would make a recommendation
455 to the Council at their next meeting as to what he thought the road priorities were, their costs, and
456 how much could be set aside for 40th Street.

457 Council Member Strate then asked staff to provide some information on tax levies.

458 City Manager Dixon clarified with the Council that they wanted to include the Highway 89 sign
459 in the 2017 budget. The Council agreed. They also felt that another sign should be planned for
460 40th Street when it was completed. They also requested information on costs for banners on
461 Washington Boulevard.

462 Council Member Strate then asked that staff come back with a budget with no appropriated fund
463 balance. Council Member Benard pointed out to Mr. Strate that to do so they would have to take
464 out things like the Highway 89 sign. Council Member Strate said he would not feel comfortable
465 to raise taxes or add fees if the City itself had not tried to cut as many costs as possible. City
466 Manager Dixon asked other members of the Council if that was their direction as well.
467 Council Member Benard said cutting the budget would not fix the problem of lack of funds. It
468 would be a combination of making cuts and increasing revenue through tax increases or fees.

469 He would prefer that staff work on more realistic cuts than a million dollars or even \$500,000-
470 perhaps somewhere around \$150,000 to \$200,000. Mr. Benard said he did not want to lose
471 services. The survey had indicated that residents were happy with the level of services they
472 were receiving. Council Member Porter agreed. Council Member Hensley said he was
473 worried the City would not have enough to purchase the upcoming school properties if they did
474 not cut more. City Attorney Bradshaw noted there was enough in fund balance to purchase the
475 properties. The Council would just need to do a budget amendment to allow it. City Manager
476 Dixon said staff would work to cut \$150,000 to \$200,000 from the budget.
477 Council Member Strate said staff had found \$145,000 in the budget for wages and benefits; he
478 was confused how staff could find that but not cut more out of the budget. Staff explained they
479 had not made cuts to make wage adjustments. They had calculated the money saved because of
480 the recent retirement of senior employees. Their replacements were hired at a lower cost, thus
481 saving money. Staff had proposed to the Council that those savings be used to bring other
482 employees to the 90% average as set out in the City's compensation plan. The idea was to use
483 existing budget dollars to make the wage adjustments so it would not need to be considered in the
484 upcoming budget; however, the Council had not supported the idea. Staff also described how
485 they planned to project the costs for benefits not on worst case scenario, but on actual case
486 scenarios with some "cushion" figured in. This would reflect more closely the actual costs and
487 free up some money.
488 There was then some discussion on wages and the philosophy of bringing valued employees to
489 90% of the market average.
490 Council Member Benard said he was in favor of cutting \$150,000 to \$200,000 from the budget,
491 but also wanted to see the hard numbers for the sign on Highway 89, roads, wages, etc. He also
492 wanted to maintain the level of service the City was already providing. The majority of the
493 Council agreed.
494 There was no more discussion. Mayor Minster called for a motion to adjourn.

495
496
497 **XIV. ADJOURN WORK SESSION**

498 **Council Member Porter moved to adjourn the work session, followed by a second from Council**
499 **Member Strate. The voice vote was unanimous in favor of the motion.**

500
501 The work session concluded at 11:56 pm.

502
503
504
505
506 I hereby certify that the foregoing is a true, accurate and complete record of the South Ogden City Council
507 Meeting held Tuesday, May 3, 2016.

508
509 
510 Leesa Kapetanov, City Recorder

511 Date Approved by the City Council _____

512
513
514
515
516
517
518
519
520
521
522
523
524
525
526
527
528
529
530
531
532
533
534
535
536
537
538
539
540
541
542
543
544
545
546
547
548
549
550
551
552
553
554
555
556
557

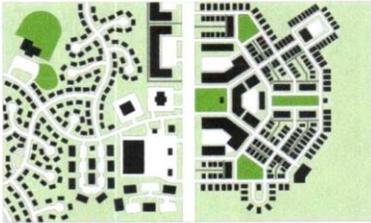
Attachment A
Handouts from Mr. Stewart

558
559
560
561
562
563
564
565
566
567
568
569
570
571
572
573
574
575
576
577
578
579
580
581
582
583
584
585
586
587
588
589
590
591
592
593
594
595
596
597
598
599
600
601
602
603
604
605
606

Form Based Zoning

What are Form-Based Codes?

How do they differ from Euclidean Codes?



South Ogden, Utah - November 25, 2014

These are not apples to apples comparisons!

Form Based Zoning

These are both **RED** on the Zoning Map



*← Green Trees
No driveable Areas
(Not what FBC in S. Ogden is proposing)*

The Code is Undefined



← Retail parking Lot in Arizona or CA desert climate



South Ogden, Utah - November 25, 2014

607
608
609
610
611
612
613
614
615
616
617
618
619
620
621
622
623
624
625
626
627
628
629
630
631
632
633
634
635
636
637
638
639
640
641
642
643
644
645
646
647
648
649
650
651
652
653
654
655

Not same comparisons Again!

Form Based Zoning

Which do you Prefer?

Lifeless Public Realm

Comfortable Public Realm



South Ogden, Utah - November 25, 2014

Discolored Grass →

Nice green grass →

← Arizona Desert climate (View towards home)

← Wide open view down street

Form Based Zoning

Purpose?

(Again our FBC street sections would not be this photo)

Totally not the same comparison!

Form Based Zoning

Form-Based Codes

- A relatively new name...
- For emerging regulatory techniques...
- Serves to implement the rebirth and interest in Urbanism...

Conventional Codes

- Zoning and subdivision regulations
- Designed to separate incompatible uses
- Ideal for suburban development patterns



← Where do people park cars here? If behind, this means more asphalt or concrete = less environment friendly.



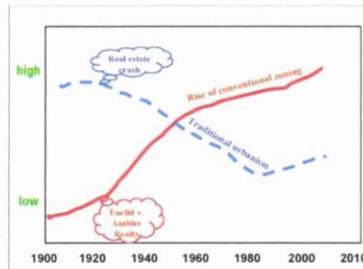
South Ogden, Utah - November 25, 2014

11

These could be the exact same layout with the exception of driveway access. People like their driveways.

Form Based Zoning

The Rise of Conventional Zoning



Clarence Perry, "Neighborhood and Community Planning," 1929



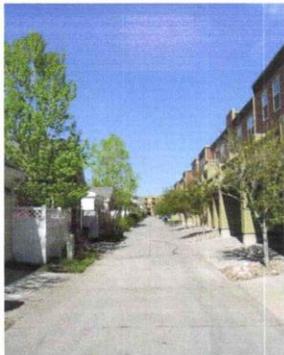
South Ogden, Utah - November 25, 2014

12

Form Based Zoning

Mixed-Use vs

A variety of standards
Thoroughfares
Lighting
Setbacks



Segregated Uses

One-Size-Fits-All
Thoroughfares
Lighting
Setbacks



Back of an industrial/commercial area,

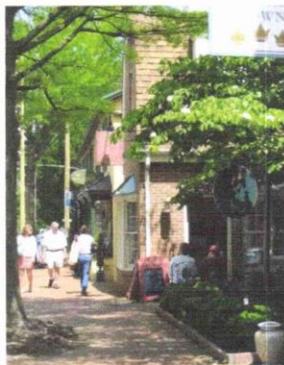
IBI

Current FBC does not mandate underground power lines. Should be updated if S. Ogden city wants this look

dumpsters w/ overhead power lines

Form Based Zoning

Pedestrian Priority vs



IBI

Parking Priority



South Ogden, Utah - November 25, 2014

24

Attachment B
Presentation by Weber State University on Survey

Not Approved

South Ogden VOICES Survey

AILEY IRVINE

COMMUNITY ENGAGED LEADER FOR COMMUNITY RESEARCH TEAM

Background

- ▶ South Ogden city administered a city wide survey in 2007
 - ▶ However, this response rate was low and not representative of the population
- ▶ South Ogden approached the CCEL to administer a second survey to raise the response rate and survey a representative sample of the population



SOUTH OGDEN CITY



WEBER STATE UNIVERSITY

Center for Community Engaged Learning

Project Objectives

- ▶ Measure public opinion on:
 - ▶ The city's general operations and public image.
 - ▶ Perceptions of public safety.
 - ▶ Parks, trails, and recreation services.
 - ▶ Perceptions of planning and development.
- ▶ Strengthen the collaboration between South Ogden City and Weber State University by:
 - ▶ Facilitating civic engagement for students through their involvement in the project



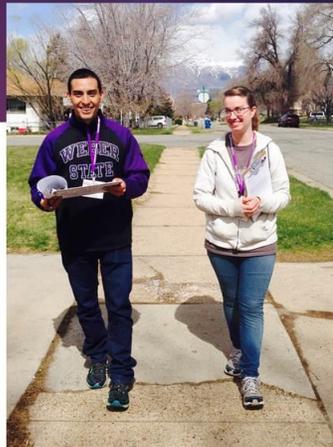
SOUTH OGDEN CITY



WEBER STATE UNIVERSITY
Center for Community Engaged Learning

How did we do it?

- ▶ Last spring, the survey was administered online
- ▶ This past fall, volunteers followed up by going door-to-door
- ▶ In total, we received 100 completed surveys of the viable 461 addresses
 - ▶ Overall response rate: 21.69%
- ▶ While this is very low, the results can provide some indication of public opinion
 - ▶ However, results should be interpreted with caution and do not represent the entire population



SOUTH OGDEN CITY



WEBER STATE UNIVERSITY
Center for Community Engaged Learning

Demographics of the Respondents

- ▶ Overall, the majority of the respondents were White individuals who speak English
- ▶ A third of the respondents have lived in South Ogden for over 25 years
- ▶ Half of the sample have children at home
- ▶ The majority own their homes and half are employed full time
- ▶ Slightly more women responded (52%) than men (46%)
- ▶ 85% are registered voters



SOUTH OGDEN CITY

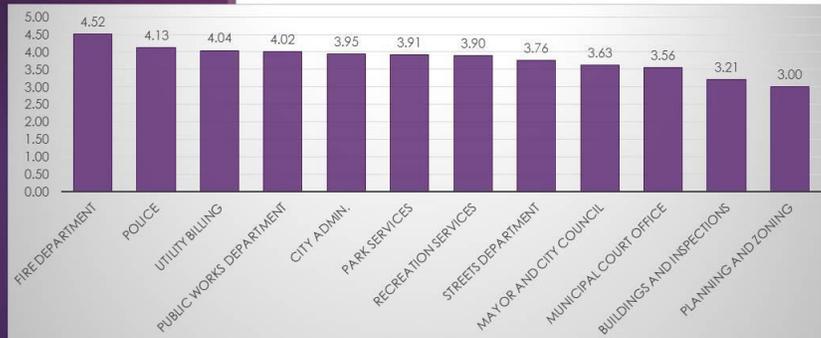


WEBER STATE UNIVERSITY
Center for Community Engaged Learning

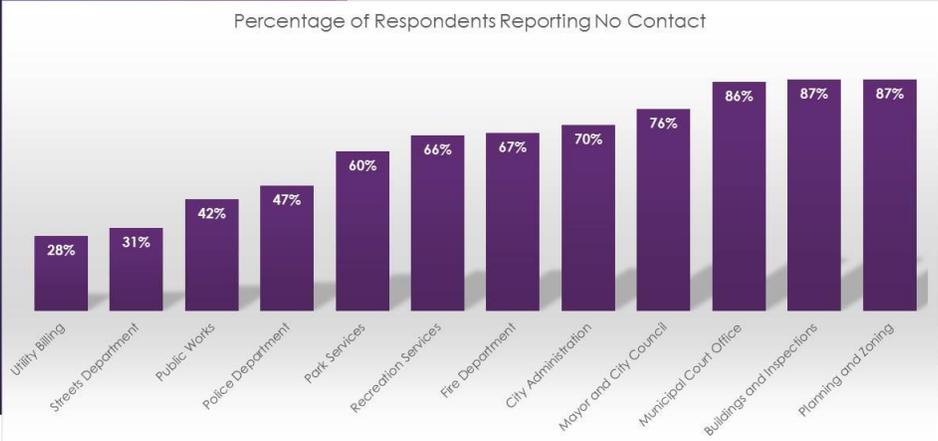
Question 1

Over the past 12 months, please evaluate the level of service you have received from the following city departments.

- Rating Scale:
1. Very Poor
 2. Poor
 3. Neutral
 4. Good
 5. Very Good
 - No contact



No Contact for Each Department

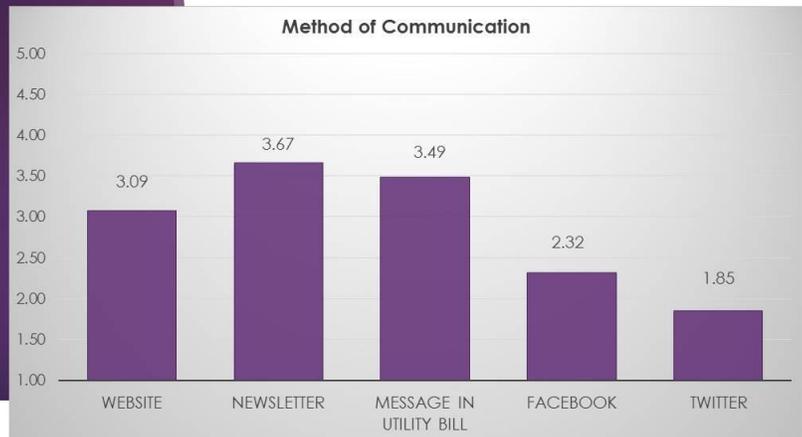


Question Four

How useful do you find each of the following methods of communication.

Rating Scale:

1. Not useful
2. Barely useful
3. Somewhat useful
4. Useful
5. Very useful



Question Five What can the city do better to communicate with you?

"The website is not particularly user friendly. I would like to have been able to find more information on the website."

"E-mail newsletters - often it seems the information that comes in the utility bill is already out of date."

"Maybe send out a monthly news letter to all houses."

"Mail. I usually wouldn't go out of my way to search for possibly important events in the area. Mail notification of possibly important events would be much more effective."



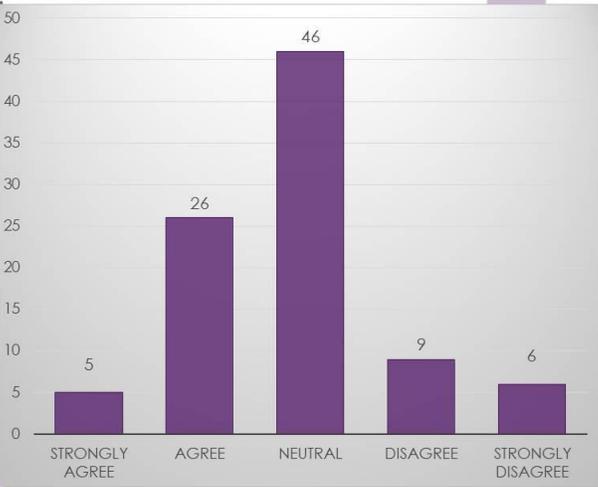
SOUTH OGDEN CITY



WEBER STATE UNIVERSITY
Center for Community Engaged Learning

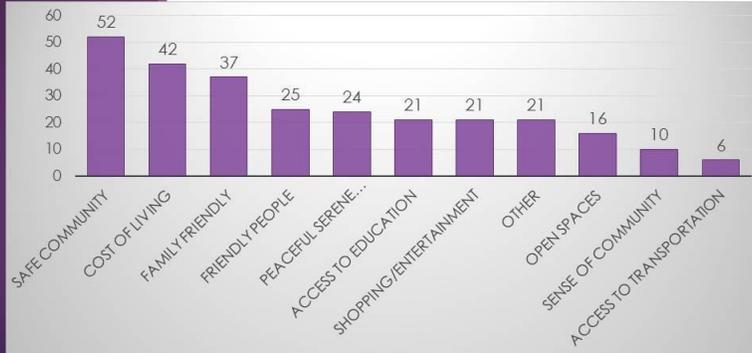
Question Six: How much do you agree with the following statement?
South Ogden has considered public opinion when making major decisions.

1. Strongly disagree
2. Disagree
3. Neutral
4. Agree
5. Strongly agree



NO!

Question 7: Please indicate your top three reasons for living in South Ogden



Question 8: Which of the following best describes the 'heart' of South Ogden?



Conclusions

- ▶ Results may be generalized to older, White homeowners in South Ogden
- ▶ While the response rate is low, findings suggest:
 - ▶ Respondents have little contact with most city departments
 - ▶ When they do have contact, it is generally not negative



SOUTH OGDEN CITY



WEBER STATE UNIVERSITY
Center for Community Engaged Learning

The Weber State Connection

- ▶ Our volunteers logged about 384 hours
- ▶ Students were involved in all aspects of the project from design to analysis
- ▶ Volunteers reported having a positive experience



SOUTH OGDEN CITY



WEBER STATE UNIVERSITY
Center for Community Engaged Learning

VOLUNTEER COMMENTS

"It was a lot more entertaining than I expected."

"This showed me research isn't always in a lab...I enjoyed meeting diverse people and giving them an opportunity to make a difference."

"You have the opportunity to sharpen communication skills while being a part of something bigger than yourself."

"I realized that people are concerned about South Ogden and its performance."

"I was able to help others realize that they can have a voice in their community."

The Future

- ▶ Beyond the goal of measuring public opinion, the survey also allowed residents to have their voices heard.
 - ▶ Residents that students spoke with were pleased to be asked about their city
- ▶ If the city were to do another survey:
 - ▶ Sample from a representative sample of neighborhoods instead of specific addresses
 - ▶ Residents are more willing to answer the survey if a WSU student follows up at their door
 - ▶ If the city completed this survey annually or bi-annually, residents would become more familiar and will be much more likely to respond



SOUTH OGDEN CITY



WEBER STATE UNIVERSITY
Center for Community Engaged Learning

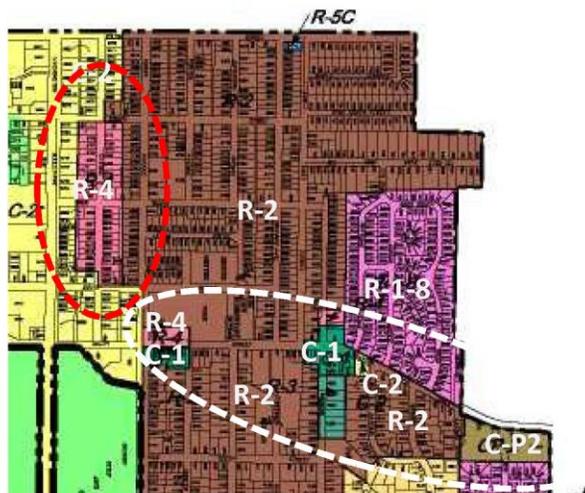
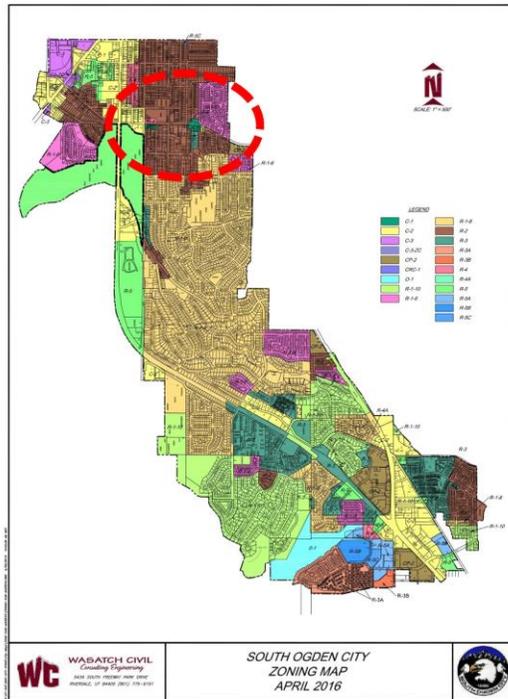
1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51



Feel free to email me any additional questions at aileyirvine@mail.weber.edu.

Attachment C

Presentation by Planner Mark Vlasic





3.0 Subdistricts



Table 3.2 (1). Zoning Map

- City Center "Core"
- City Center "General"
- Riverdale Road "General"
- 40th Street "General"
- Edge

1.0 South Ogden City Center & 40th Street Corridor

1.1. Introduction

In 2008, an update of the South Ogden City General Plan was completed. This plan presented a vision, and stated a number of goals and policies to direct future development in South Ogden.

Goal 1: Make South Ogden City distinct and identifiable from surrounding municipalities

Policy:

(1) Develop the east and west sides of Washington Boulevard between 36th and 42nd Streets into a discernable and attractive downtown for South Ogden

(2) Encourage a major transformation of Washington Boulevard into an urban setting that establishes the sense of downtown to motorists and passersby

Goal 2: Create a distinct city center or "heart of the community"

Policy:

(1) Develop a community center in the existing downtown area where residents of South Ogden can gather for community events

Goal 3: Facilitate the careful integration of new development and redevelopment in existing neighborhoods

Policy:

(1) Encourage existing residents to remain downtown and new residents to locate in residential areas between 36th and 40th Street

(2) Maintain stable areas by continuing the existing scale and feet of the surrounding residential blocks

(3) Facilitate new development and encourage new investment through allowing uses in the core to redevelop in creative, mixed-residential ways

(4) Facilitate good, non-conflicting transition between commercial and residential uses

Goal 4: Create places for the community to gather and events to draw residents to these places

Policy:

(1) Clearly designate and signify routes which connect residents to other neighborhoods and important places within the city and adjacent to it

(2) Improve neighborhood destinations throughout the community

This form-based code is a tool that will allow and promote these goals and policies to develop a city center consistent with the General Plan. This code plans for a future widening of 40th Street to accommodate a form of dedicated transit (streetcar, bus-rapid transit, etc.), and



Figure 1.1 (1) Districts

5.0 Building Types

5.7. Yard Building

1. Description & Intent

The Yard Building is a mainly residential building, incorporating a landscaped yard surrounding all sides of the building. Parking and garages are limited to the rear only with preferred access from an alley.

The Yard Building can be utilized in newly developing locations to create somewhat denser traditional neighborhoods, or as a buffer to existing neighborhoods.

2. Regulations

Regulations for the Yard Building Type are defined in the adjacent table.



Notes:

* Each building shall meet all requirements of the Building Type.

** Where multiple buildings are located on a single lot, each building shall meet the front property line coverage requirements except one or more of the buildings may front a courtyard with a minimum width of 30 feet. The courtyard shall be defined on three sides by units.

** Rear yard setback for detached garages on alleys is five feet.

Permitted Subdivisions

Edge

(1) Building Siting <small>Refer to Figure 5.7 (1).</small>	
Multiple Principal Buildings	permitted *
Front Sidewalk Coverage	60% **
Occupation of Corner	required
Front Setback	15'
Corner Setback	7.5'
Minimum Side Yard Setback	5'
Minimum Rear Yard Setback	15' **
Minimum Lot Width	30'
Maximum Lot Width	60'
Parking	rear yard/courtyard
Vehicle Access	From alley, if no alley exist, 5 driveway per street frontage
(2) Height <small>Refer to Figure 5.7 (2).</small>	
Minimum Overall Height	1.5 story
Maximum Overall Height	3.5 stories
All Stories: Minimum Height	7'
All Stories: Maximum Height	14'
(3) Uses <small>Refer to Figure 5.7 (3). Refer to 4.0 Uses for permitted uses.</small>	
All Stories	residential
Parking within Building	permitted fully in basement and in rear of all floors
Required Occupied Space	25' deep on all full floors from the front facade
(4) Street Facade Requirements <small>Refer to Figure 5.7 (4).</small>	
Minimum Transparency per unit	15%
Blank Wall Limitations	required, see 8.2.4 (2)
Front Facade Entrance Type	steps, porch
Principal Entrance Location per Unit	front, corner, or corner side facade
Required Number of Street Entrances	not required
Vertical Facade Divisions	not required
Horizontal Facade Divisions	not required
(5) Roof Type Requirements <small>Refer to Figure 5.7 (5).</small>	
Permitted Roof Types	parapet, pitched, flat
Tower	not permitted

5.0 Building Types

5.6. Row Building

1. Description & Intent

The Row Building is a building typically comprised of multiple vertical units, each with its own entrance to the street. This Building Type may be organized as townhouses or rowhouses, or it could also incorporate live/work units where uses are permitted.

Parking is required to be located in the rear yard and may be incorporated either into a detached garage or in an attached garage accessed from the rear of the building. However, when the garage is located within the building, a minimum level of occupied space is required on the front facade to ensure that the street facade is active.

2. Regulations

Regulations for the Row Building type are defined in the adjacent table.



Notes:

* For the purposes of the Row Building, a building consists of a series of units. When permitted, multiple buildings may be located on a lot with the minimum required space between them. However, each building shall meet all requirements of the Building Type unless otherwise noted.

* Each building shall meet the front property line coverage requirement, except one of every five units may front a courtyard with a minimum width of 30 feet. The courtyard shall be defined on three sides by units.

* Rear yard setback on alleys is five feet.

* When the storefront entrance type is utilized, the maximum ground story transparency for the unit is 50%, as measured between two feet and eight feet above grade.

* The storefront entrance type is permitted only on corners or buildings that are designated for live/work units.

	Permitted Subdistricts		
	City Center "General" & Riverdale Road "General"	40th Street "General"	Edge
(1) Building Siting <i>Refer to Figure 5.0.1 (1).</i>			
Multiple Principal Buildings	permitted	permitted	permitted
Front Sidewalk Coverage	65%*	65%*	65%*
Occupation of Corner	required	required	required
Corner Build to Zone	0' to 10'	0' to 15'	0' to 10'
Minimum Side Yard Setback	0' per unit, 10' minimum building	0' per unit, 10' minimum building	0' per unit, 10' minimum building
Minimum Rear Yard Setback	5'	10'	10'
Minimum Lot Width	10' per unit, minimum of 10' per building	20' per unit, minimum of 8 units units per building	10' per unit, minimum of 8 units units per building
Parking	rear yard/facade	rear yard/facade	rear yard/facade
Vehicle Access	From alleys; if no alleys, a driveway per building. For street frontage, from alley on Riverdale Road, 40th Street, and Riverdale Road, unless in Edge Subdistrict.		
(2) Height <i>Refer to Figure 5.0.1 (2).</i>			
Minimum Overall Height	2 story	2 story	2 story
Maximum Overall Height	4 stories	4 stories	3.5 stories
All Stories: Minimum Height	10'	10'	10'
All Stories: Maximum Height	14'	14'	14'
(3) Uses <i>Refer to Figure 5.0.1 (3). Refer to 4.0.1 Uses for permitted uses.</i>			
Ground Story	residential, service, office, medical, restaurant, professional	residential, service, office, medical, restaurant, professional	residential only
Upper Story	residential only		
Parking within Building	permitted fully in basement and in rear of all floors		
Required Occupied Space	30' deep on all full floors from the front facade		
(4) Street Facade Requirements <i>Refer to Figure 5.0.1 (4).</i>			
Minimum Transparency per unit front	15%*	15%*	15%*
Blank Wall Limitations	required, see 5.2.4 (2)		
Front Facade Permitted Entrance Type	storefront, porch, blank, awnings	storefront, porch, blank, awnings	storefront, porch
Principal Entrance Location per Unit	front or corner side facade		
Vertical Facade Divisions	not required		
Horizontal Facade Divisions	for buildings over 3 stories, required within 3' of the top of any visible basement or ground story		
(5) Roof Type Requirements <i>Refer to Figure 5.0.1 (5).</i>			
Permitted Roof Types	gabled, pitched, flat	gabled, pitched, flat	gabled, pitched, flat
Tower	permitted	permitted	permitted

37

Draft - January 2016

5.0 Building Types

5.3 Storefront Building

1. Description & Intent

The Storefront Building is intended for use as a mixed use building located closer to the front property line with parking typically in the rear or side of the lot.

The key facade element of this Building Type is the storefront required on the ground floor front facade, with large amounts of glass and regularly spaced entrances.

This building is available in a variety of intensities, depending on the subdistrict within which it is located.

2. Regulations

Regulations for the Storefront Building Type are defined in the adjacent table.



Notes:

* Lots wider than 140 feet are permitted one double-headed aisle of surface parking (maximum width of 72 feet), located perpendicular to the front property line, which is exempt from front property line coverage.

* Above the third story, the upper stories of any building facade with street frontage shall have a step back from the lower stories that is a minimum of 46 feet.

* If 18 feet or more in height, ground story shall count as two stories towards maximum building height.

	Permitted Subdistricts			
	City Center "Core"	City Center "General"	Riverdale Road "General"	40th Street "General"
(1) Building Siting <i>Refer to Figure 5.0.1 (1).</i>				
Multiple Principal Buildings	permitted	permitted	permitted	permitted
Front Sidewalk Coverage	65%	65%	65%	65%*
Occupation of Corner	required	required	required	required
Corner Build to Zone	0' to 5'	0' to 5'	0' to 10'	0' to 5'
Minimum Side Yard Setback	0'	0'	0' to 10'	0' to 5'
Minimum Lot Width	none	none	none	none
Parking & Loading Location	rear yard	rear yard	rear yard	rear or side
Vehicle Access	From alleys; if no alleys, a driveway is permitted per unit. If no alleys, a driveway is permitted by the City Manager or Designer.	From alleys; if no alleys, a driveway is permitted per unit. If no alleys, a driveway is permitted by the City Manager or Designer.	From alleys; if no alleys, a driveway is permitted per unit. If no alleys, a driveway is permitted by the City Manager or Designer.	From alleys; if no alleys, a driveway is permitted per unit. If no alleys, a driveway is permitted by the City Manager or Designer.
(2) Height <i>Refer to Figure 5.0.1 (2).</i>				
Minimum Overall Height	2 story	2 story	2 story	2 story
Maximum Overall Height	5 stories*	5 stories*	5 stories*	5 stories*
Ground Story: Minimum Height	14'	14'	14'	14'
Ground Story: Maximum Height	14'	14'	14'	14'
Upper Stories: Minimum Height	10'	10'	10'	10'
Upper Stories: Maximum Height	14'	14'	14'	14'
(3) Uses <i>Refer to Figure 5.0.1 (3). Refer to 4.0.1 Uses for permitted uses.</i>				
Ground Story	retail, service	retail, service, office	retail, service, office	retail, service, office
Upper Story	any permitted use			
Parking within Building	permitted fully in any basement and in rear of upper floors			
Required Occupied Space	30' deep on all full floors measured from the front facade			
(4) Street Facade Requirements <i>Refer to Figure 5.0.1 (4).</i>				
Minimum Ground Story Transparency per unit front	75%	65%	65%	65% front only
Blank Wall Limitations	required, see 5.2.4 (2)			
Front Facade Entrance Type	storefront, awning	storefront, awning	storefront, awning	storefront, awning
Principal Entrance Location	front facade	front facade	front facade	front or corner facade
Required Number of Street Entrances	1 per each 75' of front facade			
Vertical Facade Divisions	every 30' of facade width	every 30' of facade width	every 50' of facade width	every 50' of facade width
Horizontal Facade Divisions	required within 3' of the top of the ground story, and every 9th floor above the first floor			
(5) Roof Type Requirements <i>Refer to Figure 5.0.1 (5).</i>				
Permitted Roof Types	gabled, pitched, flat	gabled, pitched, flat	gabled, pitched, flat	gabled, pitched, flat
Tower	permitted	permitted	permitted	permitted

31

Draft - January 2016

5.0 Building Types

5.4 General Stoop Building

1. Description & Intent

The General Stoop Building Type is limited in terms of uses by the subdistrict within which it is located, generally housing office and/or residential uses. Similar to the Main Street Building, the General Stoop building is intended to be built close to the front and corner property lines allowing easy access to passing pedestrians and transit riders. Parking may be provided in the rear of the lot, internally in the building, etc. in some cases, one double loaded aisle of parking is permitted in the interior or the side yard at the front property line. The minimum and maximum heights of this Building Type depend on the subdistrict within which it is located.

2. Regulations

Regulations for the General Stoop Building Type are defined in the adjacent table.



Notes

* A courtyard covering up to 35% of the front facade is permitted and may contribute to the Front Lot Line Coverage requirement.

* Lots wider than 140 feet are permitted one double-loaded aisle of parking (maximum width of 72 feet), located perpendicular to the front property line, which is exempt from front property line coverage.

* Upper stories above the third story on any building facade with street frontage shall have a step back from the lower stories that is a minimum of six feet.

	City Center "General"	Riverside Plaza "General"	40th Street "General"
(1) Building Siting Refer to Figure 5.4.1 (1)			
Multiple Principal Buildings	not permitted	not permitted	permitted
Front Sidewalk Coverage	80%*	80%*	80%
Occupation of Corner	required	required	required
Front Setback	0' to 10'	0' to 10'	0' to 10'
Corner Setback	0' to 10'	0' to 10'	0' to 10'
Minimum Side Yard Setback	0'	0'	0'
Minimum Rear Yard Setback	5'	5'	5'
Minimum Lot Width	none	none	100'
Maximum Lot Width	none	none	none
Parking & Loading Location	rear yard	rear yard	rear & side yard
Vehicle Access	from alley, if no alley exists, 1 driveway per street frontage	from alley, if no alley exists, 1 driveway per street frontage	from alley, if no alley exists, 1 driveway per street frontage
(2) Height Refer to Figure 5.4.1 (2)			
Minimum Overall Height	1 story	1 story	1 story
Maximum Overall Height	5 stories*	5 stories*	3 stories*
All Stories: Minimum Height	5'	5'	5'
Maximum Height	14'	14'	14'
(3) Uses Refer to Figure 5.4.1 (3). Refer to 4.0 Uses for permitted uses.			
All Stories	any permitted use	any permitted use	any permitted use
Parking within Building	permitted fully in basement and in rear of upper floors	permitted fully in basement and in rear of upper floors	permitted fully in basement and in rear of upper floors
Required Occupied Space	30' deep on all full floors from the front facade	30' deep on all full floors from the front facade	30' deep on all full floors from the front facade
(4) Street Facade Requirements Refer to Figure 5.4.1 (4)			
Minimum Transparency per each story	35%	35%	15%
Blank Wall Limitations	required, see 5.2.4 (2)	required, see 5.2.4 (2)	required, see 5.2.4 (2)
Front Facade Entrance Type	stoop, porch, stooped	stoop, porch, stooped	stoop, porch stooped
Principal Entrance Location	front facade	front facade	front or corner facade
Required Number of Street Entrances	1 per each 100' of front facade	1 per each 100' of front facade	1 per each 150' of front facade
Vertical Facade Divisions	every 25' of facade width	every 50' of facade width	every 50' of facade width
Horizontal Facade Divisions	required within 2' of the top of any visible basement level of the ground story, and at the fifth floor above the ground floor	required within 2' of the top of any visible basement level of the ground story, and at the fifth floor above the ground floor	required within 2' of the top of any visible basement level of the ground story, and at the fifth floor above the ground floor
(5) Roof Type Requirements Refer to Figure 5.4.1 (5)			
Permitted Roof Types	parapet, pitched, flat	parapet, pitched, flat	parapet, pitched, flat
Tower	permitted	permitted	permitted

33

Draft - January 2016

5.0 Building Types

5.8 Civic Building

1. Description & Intent

The Civic Building is the most flexible Building Type intended only for civic and institutional types of uses. These buildings are distinctive within the urban fabric created by the other Building Types and could be designed as iconic structures. In contrast to most of the other Building Types, a minimum setback line is required instead of a build to zone, though this setback is required to be landscaped. Parking is limited to the rear in most cases.

The minimum and maximum heights of this Building Type depend on the subdistrict within which it is located.

2. Regulations

Regulations for the Civic Building type are defined in the adjacent table.



Notes

* Lots wider than 140 feet are permitted one double-loaded aisle of parking (maximum width of 72 feet), located perpendicular to the front property line, which is exempt from front property line coverage.

* If 18 feet or more in height, ground story shall court on two sides towards maximum building height.

	City Center "Core"	City Center "General"	Riverside Plaza "General"	40th Street "General"	Edge
(1) Building Siting Refer to Figure 5.8.1 (1)					
Multiple Principal Buildings					permitted
Front Sidewalk Coverage					not required
Occupation of Corner					not required
Front Setback	0'	0'	10'	10'	5'
Corner Setback	0'	0'	5'	5'	5'
Minimum Side Yard Setback	5'	5'	5'	5'	5'
Minimum Rear Yard Setback	0'	0'	0'	0'	0'
Minimum Lot Width	50'	50'	50'	50'	50'
Maximum Lot Width	none	none	none	none	none
Parking & Loading	rear	rear	rear & interior side yard	rear & interior side yard	rear & interior side yard
Vehicle Access	from alley, if no alley exists, 1 driveway per street frontage	from alley, if no alley exists, 1 driveway per street frontage	from alley, if no alley exists, 1 driveway per street frontage	from alley, if no alley exists, 1 driveway per street frontage	from alley, if no alley exists, 1 driveway per street frontage
(2) Height Refer to Figure 5.8.1 (2)					
Minimum Overall Height	1 story				
Maximum Overall Height	5 stories	5 stories	5 stories	3 stories	2 stories
All Stories: Minimum Height	5'	5'	5'	5'	5'
Maximum Height	20'*	20'*	20'*	20'*	20'*
(3) Uses Refer to Figure 5.8.1 (3). Refer to 4.0 Uses for permitted uses.					
All Stories	limited to civic & institutional uses only				
Parking within Building	permitted fully in basement and in rear of upper floors	permitted fully in basement and in rear of upper floors	permitted fully in basement and in rear of upper floors	permitted fully in basement and in rear of upper floors	permitted fully in basement and in rear of upper floors
Required Occupied Space	30' deep on all full floors from the front facade	30' deep on all full floors from the front facade	30' deep on all full floors from the front facade	30' deep on all full floors from the front facade	30' deep on all full floors from the front facade
(4) Street Facade Requirements Refer to Figure 5.8.1 (4)					
Minimum Transparency per each story					30%
Blank Wall Limitations					not required
Front Facade Permitted Entrance Type			stoop, stoop		
Principal Entrance Location	front or corner facade				
Required Number of Primary Street Entrances	1 per 100' of facade	1 per 150' of facade			
Vertical Facade Divisions	not required				
Horizontal Facade Divisions	not required				
(5) Roof Type Requirements Refer to Figure 5.8.1 (5)					
Permitted Roof Types	parapet, pitched, flat				
Tower			permitted		

41

Draft - January 2016

What Happens when Roads are Widened without Planning



Comparable Example Marmalade District, SLC



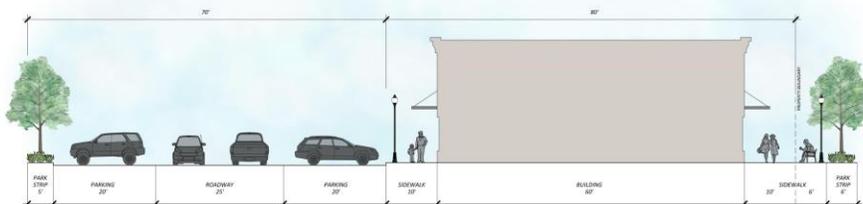








Section Depth is Approximately 160'



40th Street Options

1. Adopt as Proposed
2. **Modify to Better Fit**
3. No Change

40th Street: Possible Options

1. Reduce depth along 40th Street Frontage (200' minimum)
2. Reduce maximum building height
3. Increase rear yard buffers/ transitions (from 5' to 10')
4. require commercial uses to front on 40th Street only
5. Residential uses only on lots lacking 40th Street frontage

Ogden Avenue Options

1. Adopt as Proposed
- 2. Modify to Better Fit**
3. No Change

Ogden Avenue: Possible Options

1. Reduce maximum building height in Town Center General Subdistrict
2. Reiterate that new projects that extend to Ogden Ave. must front on both Washington Blvd. and Ogden Avenue (no rear yards or parking on Ogden Ave.)
3. Require commercial uses to front on Washington Blvd. only
4. Only residential uses on lots lacking Washington Boulevard frontage

53
54
55
56

57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101
102
103
104
105

Attachment D

Handout from Parks and Public Works Director Jon Andersen

Not Approved

LOCATION:	# OF VOLUNTEERS/City Staff:		Hours:		COST/Savings	
	Volunteers:	City:	Volunteers:	City:	Volunteers:	City:
NATURE PARK: Dyer's Woad removal Light Trail maintenance Debris Removal Flower bed clean-up	200-235	3	822.5	\$9,870	15	\$267.45
CITY HALL/40TH ST. PARK Flower bed clean up all buildings Roadside Clean-up 39th Flower Bark installation all Buildings	60-80	7	280	\$3,360	35	\$624.05
CLUB HEIGHTS/COUNTRY CLUB DR. Flower bed clean up Country Club Flower Bed bark installation Country Clb Debris Removal in Park/dog area	100-125	5	437.5	\$5,250	25	\$445.75
	Total: 440	Total: 15	Total: 1540	Total: \$18,480	Total: 75	Total: \$1,337.25
<p>Volunteers are based off of \$12.00 from Fema for an average of 3 1/2 hours of volunteer work. City Crews are based off of an average of \$17.83 for 5 hours of work.</p> <p>10.28 tons of Debris hauled off with 8 loads. 140 cubic yards of bark hauled in with a cost of \$2680.00</p> <p>Prep hours for project is 8 and the cost is \$142.64 Material cost for the Project is \$461.36(bags)</p>						

I would just like to tell the group **THANK YOU** for the projects that were completed last Saturday. City staff is very appreciative of the amount of volunteers and what was accomplished that day. The projects that were done are things that are put on the back burner but still need to be done. With your help we were able to get a good start on projects for the summer. I am going to give a report to the Mayor and City Council next Tuesday (5-3-16). I would like any feedback from the group as to how it was from the volunteers end. If could respond to the following questions and add to if you need.

- 1) How was the coordination?
- 2) How were the sites monitored?
 - a. Enough equipment, City staff, material, etc.
- 3)-Was the project worthwhile for the volunteer groups?
- 4)Suggestions to improve future projects?

We would like any feedback to help us improve and make the projects successful for both parties involved. If I could have your responses back by the end of the week would be great.

Thanks again for all the hard work!

If you would please pass that on too all that were involved.

Jon Andersen
Director of Public Services



5590 S. 600 E.
South Ogden, UT 84405

O: 801-622-2903

This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. E-mail transmission cannot be guaranteed to be secure or error-free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or contain viruses. The sender therefore does not accept liability for any errors or omissions in the contents of this message, which arise as a result of e-mail transmission.

Jon Andersen

From: Donald Payne <Donald.Payne@scouting.org>
Sent: Wednesday, April 27, 2016 3:30 PM
To: Jon Andersen; moyesboys3@msn.com; jr@americacarpets.com
Cc: Shane Douglas; Jason Brennan
Subject: RE: Service Project -Thank You

Dear South Ogden City:

I was very pleased with the supervision from the city. I monitored all three locations of service and found the volunteers to be busy and well-coordinated. When we have any project involving large numbers of volunteers it is very important to keep them busy with projects that are of value and the impact can easily be seen. The city staff was very responsive and ready with equipment and materials. I saw and spoke with several volunteers at the 3 sites and found them to be busy and engaged. I feel they were happy to be helping with good causes.

I hope we were able to accomplish what you were hoping. We were planning to have close to 500 volunteers and I think we had around 270 as final count. The weather was the main factor that caused them to stay away. I was very grateful to see those that did turn out.

Thank you for being very good to work with. We have not had as good of an experience with other cities. You are all to be commended.

Donald Payne | District Executive

BOY SCOUTS OF AMERICA
Trapper Trails Council

1200 E. 5400 S
Ogden, Utah 84403
O 801-479-5460 | M 801-678-1212
donald.payne@scouting.org



Prepared. For Life.™

The mission of the Boy Scouts of America is:

To prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

From: Jon Andersen [<mailto:jandersen@southogdencity.com>]
Sent: Wednesday, April 27, 2016 3:19 PM
To: moyesboys3@msn.com; Donald Payne <Donald.Payne@scouting.org>; jr@americacarpets.com
Cc: Shane Douglas <sdouglas@southogdencity.com>; Jason Brennan <jbrennan@southogdencity.com>
Subject: Service Project -Thank You

Group,

Attachment E
Handouts from Chief West

Not Approved

Incident Objectives and Summary of Actions

- 0900: Responded to two house fires on Vista Drive. Arcing and downed powerlines had burned the insulation off the copper wiring inside the home. Electrical panels and adjacent walls and flooring were burning.
- 0930: Opened EOC and started to collect ICS and NIMS paperwork.
- 0945: CERT Coordinator Howard Green contacted and requested to come to EOC to help with first Operational Period.
- 1000: Lance Petersen, Weber County Emergency Manager contacted the EOC and advised that the Transfer Station would accept green waste from 1300 to 2000 on Sunday.
- 1030: Incident Objectives established and written: Objectives will be Specific, Measurable, Action Oriented, Realistic and Time Sensitive.
1. Clear all streets of debris by 12pm by Public Works and volunteers before 12 noon. Verified by Public Works Employees and Police.
 2. Keep fire units and ambulance within our City boundaries as much as possible. Give discretion to Company Officers as to which apparatus will respond. No fire units will remain on scene at downed trees or downed electrical lines unless serious life safety is involved. Resident will be made aware of the problems and then be expected to monitor the situation the best they can.
 3. Prioritize incidents; establish incident span of control and methods of communication.
 4. Notify LDS Stake Presidents and Bishops concerning Transfer Station and SOC dumping areas.
 5. Use Code Red to notify residents concerning where they can dump debris and have that completed before 1400 hrs.
 6. Monitor National weather alerts and local news reports throughout first operational period 0900 to 1800.
- 1220: Code Red sent to South Ogden and Uintah resident notifying them of Transfer Station hours and what items were being allowed to be dumped.
- 1240: Sent out email to elected officials and attorney concerning EOC and Incident Objectives.
- 1320: Code Red requested through Weber County Emergency Services to Weber Dispatch. Residents were advised to two green waste dumping locations at Friendship Park and Club Heights Park.

- 1430: Notified CERT members and established time period for them to monitor SOC dump Sites, only allowing green waste and wind damaged items, such as shingles and fencing materials.
- 1500: Called in 3 additional fire personnel to help with emergency responses until 0700 hrs. Monday morning.

Changes that have taken place over the last 9 months regarding ambulance billing:

Base rate has been changed to eliminate Ground Ambulance \$696.00 and replaced with AEMT Ground Ambulance \$919.00 as our license is for AEMT.

A signature from the facility delivered has been a challenge and is a requirement for payment. This has been discussed with both hospitals which they have corrected. We are no longer getting these reports kicked back due to a lack of signatures.

Meetings with Washington Terrace and Riverdale brought to light that we were billing for supplies at the National Average \$65.00 as opposed to the County Average \$260.00. I have made the necessary adjustments with the billing company to increase those fees.

Time Payment Plan Policy had been \$25/month or less if patient cannot make the minimum and changed to equal payments not to exceed a 10 month period.

Medicaid from \$212.00 to the \$919.00 that went into effect July 1, 2015.

Proclamation

Declaring May 9-15, 2016

as

"National Nursing Home Week"

In South Ogden City

Whereas, Many beloved citizens of South Ogden city now residing in nursing homes, skilled nursing care and post-acute care centers have contributed immeasurably to the heritage, success and growth of our community; and

Whereas, Many nursing home residents of any age or ability are themselves living history and a precious resource; and

Whereas, member skilled nursing care centers of America are holding events in observance of Nursing home week guided by this year's national theme of "It's a Small World with a Big Heart" and

Whereas, National nursing home week begins on May 9 and ends on May 15, 2016;

Now, Therefore, I, James F. Minster, Mayor of South Ogden City, Utah, do hereby proclaim May 9th-15th, 2016, as

"National Nursing Home Week"

in South Ogden City and call upon all citizens and civic organizations to join me and the City Council to visit their loved one, friend or neighbor currently residing in a skilled nursing care center to show respect for all that they have given to society and to us. Let no elderly and disabled person sit alone during this time to wonder if they are valued, appreciated and loved. Visiting or volunteering your time at a local care facility is a testament to community spirit, bring honor to our fathers, mothers, grandparents and everyone in residence and lifts the spirits of caregivers who value your involvement.

Dated this 9th day of May, 2016.

James F. Minster, Mayor

Attest:

Leesa Kapetanov, City Recorder

Jerry B Jones, AIA

4990 S. 950 E. South Ogden, UT, Land: 385-333-4119, Cell: 714-600-2133

E-Mail: jbjarch@verizon.net

Dear Mayor Minster,

After successfully managing highly complex projects in the design and construction community for the past several years, I am now seeking new challenges. I know I will bring great value to the City of South Ogden as the Planning Commissioner. I have been heavily involved in the design, planning, construction and maintenance throughout my career. My success in managing multiple issues leading high performing teams has been attributed to impactful communication, execution of processes, being a proactive leader, partnering and having extensive knowledge of leading practices in all planning arena's.

I have a vast knowledge of the development of project issues, coordinating multiple planning issues as well as communicating with all stakeholders. As an Architect, I am very familiar with the entitlement process as well as site selection, project management and project process. Preparing and implementing project schedules, as well as budget management has always been in line with my experience as a manager. Project updates outlining cost, adherence to program as well as established building standards and guidelines has always been a part of my operation standards. Credited with significantly impacting planning, I excel at maintaining a tight schedule as well as identifying the best arrangements that best fit any planning issue. Specifically, I can offer the following:

- **The Experience that makes me a value-added and innovative solution-provider—yet, at the same time, a down-to-earth, hands on, hard worker with value added skills.**
- **A solid and extensive understanding of the built environment as well as a broad understanding of business and productivity principles that effectively and seamlessly integrates planning success.**
- **A proven record of designing and implementing project ancillary needs.**
- **Identifying and managing risk with complete transparency.**
- **Supporting and managing all difficult issues on concurrent projects with extensive knowledge of planning requirements as well as, an extensive understanding of local and national building codes**
- **A solid track record of successfully preparing and controlling planning outlines, budgets without sacrificing quality.**
- **The flexibility, adaptability, and solutions-driven mindset that enables me to delve into complex functionality issues.**
- **Excellent verbal/written communication/presentation as well as negotiation skills.**
- **I can add similar value to the City of South Ogden and would welcome the opportunity to discuss my qualifications in more detail.**

JERRY B. JONES, AIA

4990 South 950 East, Ogden, UT 84403

Telephone: 385-333-4119; Cell 714-600-2133 Email: jbjarch@verizon.net

EXPERIENCED ARCHITECT-PROGRAM DIRECTOR-CONSTRUCTION PROJECT MANAGER

OBJECTIVE

To bring value, responsibility as well as several years of experience in the planning, design and construction to the City of South Ogden

PROFESSIONAL STRENGTHS

MASTER PLAN REVIEW

ARCHITECTURAL DESIGN
PROGRAM MANAGEMENT
PROJECT MANAGEMENT
PROJECT FEASIBILITY / PLANNING
PROJECT SCHEDULING
PROJECT CONTROLS

CLAIMS MITIGATION

CUSTOMER / OWNER LIAISON
BUSINESS DEVELOPMENT
BID MANAGEMENT AND AWARDS
COST ESTIMATING / CONTROL
BUDGETS-OVERALL FISCAL OVERSIGHT
COMPLIANCE AND TIME-LINE MANAGEMENT

Note: I effectively utilize Primavera P6, Auto-Cad, Timberline Estimating, Pro-Log, Microsoft Office Suite, and other industry software to balance multiple priorities within architecture, construction administration, reporting and other needs.

PROJECT TYPES

Move Management, Office, Educational, Commercial, Residential, Industrial, Public Works, modernization, energy upgrades, infrastructure, Other Governmental, Department of Defense, Military and More (significant experience overseeing projects ranging from \$10 million to \$220 million and above).

Adaptability: I am able to rapidly orient toward and successfully master assignments in a number of diverse technical, project and career settings. Skilled in new builds, major renovations, structural modernizations, retrofitting, energy-utility upgrades, hazmat remediation and more.

QUALIFICATIONS OVERVIEW

Exceptional hands-on business development, planning, organizing, coordinating, implementation and analytical competencies. Having accumulated significant and lengthy work experience in project planning, project scheduling and project management with major corporations, I am fully prepared to move into the next high level of responsibility in a continuing leadership role. I also offer experience as a trainer.

Additional Project Details: Throughout my career, I have been producing at significantly high levels. Details of some of these important projects, as well as subsequent special accomplishments and program successes are available on request.

TECHNICAL EXPERIENCE

2011 to 2014

DIRECTOR OF EDUCATION PROGRAMS

Employer: Leo A Daly Architects/Engineers

Architect of Record Harbor College (Sports Facility, \$30 million)

El Camino Arena (Peer Review, \$30 million)

Pierce College (Multi-Building Classrooms, Administration, Science Labs, \$30 million)

2002 to 2011

PROGRAM DIRECTOR AND ARCHITECT

Employer: Lend Lease, US Construction

Managed over \$450M of major construction projects from programing, design and construction

2000 to 2002

SENIOR PROJECT MANAGER AND ARCHITECT

Employer: California State University-Fullerton

Managed multiple major projects

1988 to 2000

SENIOR PROJECT MANAGER AND ARCHITECT

Employer: Weber State University

As a campus Architect, I designed as well as managed multiple major projects of all types

Earlier in my career, I successfully worked for 9 years in the joint capacity of project manager and general manager of JBJ Construction Inc. (General Contractors).

COMPETENCIES AND SKILLS

Direct architectural design, master planning, overall construction management and progress/cost reporting for projects. Establish project scope and criteria, schedules, action plans, milestones, budgets, dependencies and team responsibilities. Establish strong working relationship with all managers and team members.

- **PROJECT MANAGEMENT:** Direct and manage major corporate projects from beginning to end.
- **ARCHITECTURAL:** Licensed architect in the states of California, Utah, Arizona and Texas.
- **SCOPE AND GOALS:** Define the scope, goals and deliverables that support business goals in collaboration with senior management and other stakeholders. Long-range planning experience.
- **PLANNING:** Develop full-scale program planning and associated communications documents.
- **CONSTRUCTION:** Responsible for all construction phases; vast knowledge of building codes
- **CHANGE MANAGEMENT:** Responsible for managing changes in processes and programs, identifying potential crises, devising contingency plans and communicating plans to team members.
- **TRACKING AND ANALYSIS:** Skilled and experienced in measuring project performance and progress while tracking various milestones and deliverables.
- **CUSTOMER SATISFACTION:** Apply a customer-centered approach regarding contract fulfillment.
- **TEAM CONTROL:** Responsible for the training and motivation of team members and contractors, and continually influencing them to take positive action and accountability for their work.
- **COMMUNICATION:** Effectively communicate all expectations to upper management, team members and others in a timely and clear fashion. Plan for and conduct weekly status meetings.
- **RESOURCES:** Carefully estimate the resources and participants needed to achieve mission objectives.
- **FINANCIAL:** Draft, fine-tune and submit budget and bid proposals, recommend subsequent budget changes where necessary. Very aware of profitability requirements. Interact with cost managers.
- **SUBCONTRACTORS:** Determine requirements, research competence and select all subcontractors
- **DELEGATION:** Delegate tasks and responsibilities to appropriate personnel; review performances.
- **PROBLEM IDENTIFICATION:** Identify and resolve issues and conflicts within the team.
- **CRITICAL PATH:** Identify and manage all dependencies and critical path issues.
- **TIMETABLES:** Plan and schedule project timelines and milestones using appropriate tools.
- **REPORTING:** Utilizing industry software, develop proposals, progress reports and other reports.
- **ANALYSIS:** With team members, responsible for a thorough review following program completions to assess the overall effectiveness; identify, prepare and submit findings to management.
- **OSHA AND HAZARDS:** Knowledge of OSHA regulations and HAZMAT remediation techniques.
- Extensive experience with DSA from intake to project certification.

LICENSES AND CERTIFICATIONS

Licensed Architect, California; No. C 28340
Registered Architect, Arizona; No. 35470
General Contractor B-1 State of Utah
Concrete Contractor C-2 State of Utah
Certified Soil and Groundwater Sampler
Certified UST Installer/Removal Utah-Certified Soil & Groundwater Sample of Utah

Registered Architect, Utah; No. 135075
Registered Architect, Texas; No. 21834
Framing Contractor C-1 State of Utah
Certified UST Installer/Removal Utah
CMAA Member-ICBO

EDUCATION AND OTHER TRAINING

Concordia University, Wilmington, Delaware, BA Business Administration, 1989
Weber State University, Ogden, Ut Completed Coursework for BS Construction Management. 1987
Weber State University Ogden, Ut Completed Coursework for AAS Architectural Design 1986
Environmental Consultants Seminars-Environmental/Land Use Seminars-Brownfield Grant Seminars
Utah State Environmental Sampling Program

In addition to my formal college training, I have successfully completed a wide range of technical seminars and workshops during my career and have accumulated extensive on-the-job training in both technical and leadership areas. I am continually adding to my knowledge base.

PROFESSIONAL AFFILIATIONS

American Institute of Architects
Past President, AIA, Northern Utah Chapter
Past Secretary/Treasurer, AIA, Northern Utah Chapter

COMMITTEES / SERVICE

- Advisory Board, School of Construction Management Technology, Weber State University
- Adjunct Faculty, Weber State University School of Construction Management for Cost Estimating (Timberline), Primavera, Auto Cad, Building Codes (UBC), Construction Surveying and Electrical/Mechanical Systems
- Weber State University Emergency Management Team Leader
- Vice President of Business Advocacy, San Gabriel Valley Chamber of Commerce, Walnut, CA
- Chair, Customer Service Team, Weber State University, Ogden, UT
- Certificate of completion for the Supervisor Training, Weber State University, Ogden, UT
- Lead Team Advisory Board, Lend Lease
- Member of the Society of College and University Planners

AWARDS

Outstanding service award, Walnut Chamber of Commerce, Walnut, CA

QUALITY REFERENCES ARE AVAILABLE

City Council Staff Report



Subject: Storm Water Management Plan
Ordinance 16-11
Author: Jon Andersen
Department: Public Works
Date: May 17, 2016

Recommendation

City staff recommends that Ordinance 16-11 – Adopting the Storm Water Management Plan be approved.

Background

The EPA regulates the State permit and requires/recommends changes to the State. The State then passes the necessary changes onto the Cities and the Counties throughout the State of Utah. This is the same document that was reviewed at the last City Council meeting.

Analysis

City Staff and the City Engineer have reviewed/ revised the Cities Storm Water Plan which was passed in November 2010. Due to required changes to the new permit that need to be completed by July 1, 2016, the SWMP has been updated to include these requirements to keep the City in compliance with the new regulations. There is also a second step to complete the process, City staff and Engineer will have the required ordinances reviewed and present them to the elected officials for review in August. The second step is to be completed by September 1, 2016.

Significant Impacts

The enforcement of the plan will have some impacts to man hours, possibly staffing levels, and budget due to more requirements that the City staff will have to complete to stay in compliance with the State & EPA regulations.

Attachments

Storm Water Management Plan

ORDINANCE NO. 16-11

**AN ORDINANCE OF SOUTH OGDEN CITY, UTAH ADOPTING AN
UPDATED STORM WATER MANAGEMENT PLAN AND
ESTABLISHING AN EFFECTIVE DATE FOR THESE ACTIONS.**

SECTION I - RECITALS

WHEREAS, the City of 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, the governing body of the city may exercise all administrative powers by resolution; and,

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

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

WHEREAS, the City Council finds that the City has been mandated by the Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.) (hereinafter the “Act”) and any subsequent amendments thereto, to create and enforce a program for managing storm water within the boundaries of the City to insure that waters passing through or originating in the City are not polluted in violation of the Act; and,

WHEREAS, The City Council finds that in compliance with this act the City has previously created an Urban Storm Water Quality Management and Discharge Control Ordinance; and,

WHEREAS, The City Council finds that in compliance with this act amendments to that Urban Storm Water Quality Management and Discharge Control Ordinance should be made; and,

WHEREAS, THE City Council finds that the public convenience and necessity, public safety, health and welfare is at issue in this matter and requires such action to be taken by the City; now.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF SOUTH OGDEN:

SECTION II – ADOPTION OF UPDATED STORM WATER MANAGEMENT PLAN

“South Ogden City Storm Water Management Plan – Updated April 2016” Is Amended And
Readopted As Set Out In **Attachment "A"**, Incorporated Fully Herein By This Reference.

SECTION III - PRIOR ORDINANCES AND RESOLUTIONS

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

SECTION IV - REPEALER OF CONFLICTING ENACTMENTS

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

SECTION V - SAVINGS CLAUSE

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

SECTION VI - DATE OF EFFECT

This Ordinance shall be effective on the 17th day of May, 2016, and after publication or posting as required by law.

DATED this 17th day of May, 2016

SOUTH OGDEN, a municipal corporation

by: _____
James F. Minister, Mayor

Attested and recorded

Leesa Kapetanov, CMC
City Recorder

ATTACHMENT “A”

ORDINANCE NO. 16-11

**An Ordinance Of South Ogden City, Utah Adopting An Updated Storm Water Management Plan And
Establishing An Effective Date For These Actions**

17 May 16

South Ogden CITY
STORM WATER MANAGEMENT PLAN

Updated - April 2016

South Ogden City Corporation
3950 Adams Avenue
South Ogden City , Utah 84405

801-622-2700



Prepared by

Wasatch Civil Consulting Engineering
5434 South Freeway Park Drive
Roy, Utah 84405
(801) 775-9191

TABLE OF CONTENTS

STORM WATER MANAGEMENT PLAN BOOK

<u>Section and Title</u>	<u>Page No.</u>
1.0 Permit and Public Review Information	1
2.0 Location and General Description	1
3.0 Priorities and Concerns	2
4.0 Statement of Basis	2
5.0 Plan Elements	3
6.0 Storm Water Ordinance	4
7.0 Plan Effectiveness	4
8.0 Impaired Waters & TMDLs	4
9.0 Organization and Responsibilities	5
10.0 Shared Responsibilities	6
11.0 Certification and Authorized Signature	7
12.0 Minimum Control Measures	8

APPENDIX A - Storm Water Management for Contractors and Developers

Supplemental Guide to Storm Water Management for Development and
Construction
SWPPP Preconstruction Checklist
Maintenance Agreement (Draft)
Best Management Practices for Construction

APPENDIX B - Storm Water Management for Public Works Department

Standard Operating Procedures (SOPs)
BMP Fact Sheets
SWPPP Compliance Inspection Form
Facility Inspection Form

APPENDIX C - IDDE PROGRAM

IDDE Procedures
IDDE Reporting Flow Chart
Forms
Hotline Call-in Phone Numbers and Response Procedure

TABLE OF CONTENTS (continued)

APPENDIX D - DOCUMENTATION (Public Works Files)

- Construction Inspection Records
- Public Facilities Inspection Records
- Visual Monitoring Records
- Maintenance Records
- Enforcement Actions
- Training Schedule
- Training Log
- Annual Reports
- Justification for changes
- Maintenance Agreements
- Annual Budget for the Storm Water Program
- Storm Drain System and Outfalls Map
- Inventory of Post Construction BMPs
- Inventory of flood Control Structures

APPENDIX E - ORDINANCES AND PERMITS

- State General Permit
- Construction General Permit
- Storm Water Ordinance

1.0 Permit Information

Permittee: South Ogden City Corporation

UPDES Permit Number: UTR 090023

Location of MS4: Weber County, Utah

The South Ogden City Storm Water Management Plan (SWMP) is required by permit to be available for public review. This document will be made available on the City's website, <http://www.southogdencity.com>, and at the South Ogden City Municipal Offices at 3950 Adams Avenue, South Ogden City, Utah 84405. Complete SWMP appendices (which include supporting documentation, forms, records, etc.) are available for review only at the South Ogden City Public Works building. Written public comments should be sent to:

Jon Andersen, South Ogden City Public Works Director
5590 South 600 East
South Ogden City, Utah 84405
jandersen@southogdencity.com

2.0 Location and General Description

South Ogden City is located in Weber County Utah and is bordered on the north by Ogden City, on the west by Washington Terrace and Riverdale Cities, on the east and south by Uintah Highlands City (see the attached vicinity map). Land uses consist of residential and commercial. The City currently has no industrial facilities within its boundary. South Ogden is currently nearly built-out with relatively little room for new development on vacant land.

Population: 16,775

Land Area: 3.7 square miles

Receiving Waters: Burch Creek and the Weber River. Burch Creek discharges to the Weber River. The Weber River empties into the Great Salt Lake.

Latitude: 41° 10' 29" North

Longitude: 111° 57' 27" West

South Ogden City's storm drainage facilities consist of curb and gutter, storm drain pipe, regional and local detention basins, drainage ditches, and the receiving

waters previously identified. Runoff is generally collected by curb and gutter and is then conveyed by storm drains to detention basins. Existing drainage facilities have been mapped and are shown on the Storm Drain maps that are maintained by South Ogden City Public Works and updated as required by the City Engineer.

3.0 Priorities and Concerns

The existing water quality concerns are based on the potential for stormwater to be contaminated by pollutants typically resulting from both pre-construction and post-construction conditions. A significant amount of area within the City is currently developed. Consequently pollutants related to post-development activities are of concern. However, pollutants related to commercial construction and redevelopment are also of concern. Potential pollutants that are of concern and are addressed in this plan are as follows:

- Sediment;
- Fuel;
- Oils and lubricants;
- Salt;
- Household products (cleaners, solvents, etc.);
- Yard waste;
- Fertilizers;
- Pesticides; and
- Paints and paint products.

The intent of this plan is to modify the existing stormwater management plan to bring the City into compliance with the most recent UPDES permit for small MS4s. It is also anticipated that there will also be on-going changes required to existing stormwater ordinances in order to support the revised plan. This plan will also describe specific measurable goals will be established to achieve compliance to each measurable control measure (MCM).

4.0 Statement of Basis

In 1990, EPA promulgated rules establishing Phase I of the National Pollutant Discharge Elimination System (NPDES) storm water program. The Phase I program for municipal separate storm sewers (MS4s) requires operators of "medium" and "large" MS4s, that is, those that generally serve populations of 100,000 or greater, to implement a storm water management program as a means to control polluted

discharges from these MS4s. Implementation of the Storm Water Phase II Rule to small MS4s began in 2002 and extended coverage of the NPDES storm water program to South Ogden City in 2003.

South Ogden City is classified by the Utah Division of Water Quality (DWQ) as a small MS4. The DWQ regulates small MS4 communities under the Utah Pollutant Discharge Elimination System (UPDES), and MS4s are covered under the State's permit for Discharges from Small Municipal Separate Storm Sewer Systems — UTR090000. The narrative requirements of this permit are intended to reduce the discharge of pollutants to the maximum extent practicable (MEP) and meet water quality standards through the development and implementation of a storm water management program (SWMP).

Implementation of a SWMP involves implementation of a variety of best management practices (BMPs) and designated minimum performance measures. The goal of implementation is to reduce the discharge of pollutants from the MS4. MEP is the standard that establishes the level of pollutant reductions that operators of regulated MS4s must achieve through implementation of BMPs included in their SWMPs. There are no numeric effluent limitations included in this permit. Storm Water Management Program requirements are the controls used in place of numeric limits to achieve a reduction of pollutants in the storm water discharge from small MS4s.

South Ogden City's SWMP is comprised of six minimum control measures that must be developed and implemented. These measures include:

1. Public Education and Outreach
2. Public Involvement/Participation
3. Illicit Discharge Detection and Elimination (IDDE)
4. Construction Site Storm Water Runoff Control
5. Post-Construction Storm Water Management
6. Pollution Prevention and Good Housekeeping for Municipal Operations

South Ogden City's SWMP is intended to meet the requirements of the six minimum measures and protect state waters from pollution, contamination, and/or degradation.

5.0 Plan Elements

The intent of this plan is to modify the existing stormwater management plan to bring it into compliance with the most recent UPDES permit for small MS4s. The plan

includes specific measurable goals selected to achieve compliance with each minimum control measure (MCM). Plan elements and measurable goals related to each MCM are given in MCM Tables 1 - 6. Additional plan elements are included in the Appendices.

6.0 Storm Water Ordinance

South Ogden City has adopted an ordinance for storm water protection and management. The ordinance is designated as Title 8, Chapter 4 of the South Ogden City Code. The ordinance specifically prohibits non-stormwater discharges, requires approval for stormwater connections, establishes a stormwater utility fee, requires a permit for construction activities, sets penalties for violations, allows inspection of private stormwater facilities, and sets other requirements necessary for compliance with the federal Clean Water Act. The current ordinance can be viewed on-line through links shown on the City website:

<http://www.southogdencity.com>

In order to more closely comply with new stormwater permit requirements, several modifications to existing City Stormwater Ordinances are planned. These modifications are pending and are currently in the process of being prepared for consideration by the South Ogden City Attorney and City Council.

7.0 Plan Effectiveness

The effectiveness of the South Ogden City Stormwater Management Plan will be evaluated on an annual basis by the City Stormwater Committee. The basis of the evaluation will be the measurable goals as listed in each MCM and general qualitative observations of water quality the receiving waters listed above. The results and criteria of each evaluation will be documented in the Plan.

8.0 Impaired Waters & TMDLs

As of the date of this plan, the City does not discharge stormwater into any waters that have been identified as impaired by the EPA. In addition there are currently no TMDL requirements within the City.

9.0 Organization and Responsibilities

The organizational chart for the South Ogden City storm water program is included herein. General responsibilities are given below:

City Manager

- Liaison with City Council
- Coordination of overall budget allocations
- Ordinances

Public Works Director

- Liaison with City administration and coordination with City Engineer
- General coordination of the Storm Water Management Plan (SWMP) program
- Responsible for shared facilities and general work assignments
- Overall SWMP program and coordination with department heads
- Responsible for shared facilities and general work areas including:
 - Large equipment wash area
 - Fueling station
 - Salt and materials storage stockpile areas
 - Storm drain system maintenance
 - General BMP maintenance
 - Vehicle wash area
- Annual report
- Evaluating and updating SWMP

City Engineer

- Hydrologic methods and design standards
- Design of flood control and storm water improvement projects
- Plan review and approval of SWPPPs
- Engineering support
- Assistance with all reporting
- Assistance with storm drain system mapping

Parks Department Superintendent

- Parks department maintenance work area
- Pesticide, herbicide, and fertilizer program
- Training parks personnel
- Chemical and fertilizer storage in work area
- Parks department equipment operation

- Equipment maintenance for parks department equipment
- Mowing program

Water Department Superintendent

- Water department maintenance, work and storage areas
- Training water department personnel
- Waterline repairs
- Water facilities maintenance and equipment operation

Streets Department Superintendent

- Streets department maintenance, work and storage areas
- Streets department equipment maintenance and operation
- Training streets department personnel
- Chemicals storage in work area
- Snow plowing program
- Street sweeping program and sweeping waste disposal
- Salt and sand storage stockpile areas

Shop Superintendent

- Fleet department maintenance work area
- Training fleet department personnel
- Chemicals, fluids, grease, oils, and waste oils/fluids
- Metal fabrication area

Storm Water Specialist

- Storm drain outfall monitoring
- Water quality observations at outfalls
- City owned facilities inventories and inspections
- Program documentation

Public Works and Building Inspectors

- Construction inspections
- Active projects inventory

10.0 Shared Responsibilities

South Ogden City currently has no inter-local agreement or shared responsibility with any other municipality or organization.

11.0 Certification and Authorized Signature

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is to the best of my knowledge and belief, true, accurate and complete, I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature

Date

Title

12.0 Measurable Control Measures

The six minimum control measures indicated in Section 6 are included herein as follows:

1. Public Education and Outreach
2. Public Involvement/Participation
3. Illicit Discharge Detection and Elimination (IDDE)
4. Construction Site Storm Water Runoff Control
5. Post-Construction Storm Water Management
6. Pollution Prevention and Good Housekeeping for Municipal Operations

The specific goals and control measures intended to protect state waters from pollution, contamination, and/or degradation are presented on the following pages.

South Ogden City Corporation Stormwater Management Plan

Minimum Control Measures

Minimum Control Measure 1
Public Outreach and Education
Updated April 2016

MCM	Target		Desired Result	Measurable Goal(s)	Milestone Date	Associated BMPs	Measure of Success (Effectiveness)
	Pollutant(s)	Audience(s)					
1	All pollutants	Residents, Institutions, Industrial and Commercial Facilities, Developers and Contractors	To educate target audiences about impacts from storm water discharge	Provide information of the South Ogden City Website regarding water quality issues. Periodically change the topic based on a specific area of concern or time of year.	Ongoing	PEP and UM	The City Website provides water quality information and is evaluated and/or updated regularly.
1	All pollutants	Residents (4th graders)	To educate audiences on ways to avoid, minimize, and reduce impacts of storm water discharge	Continue participation in the annual Weber Water Fair.	Ongoing	PEP and CESW	Fair occurs annually
1	All pollutants	Residents and Businesses	To educate audiences on actions individuals can take to improve water quality	Continue to distribute news- letters to residents, institutions and businesses on various water quality topics.	Ongoing	PEP and UM	Newsletters are sent out regularly
1	See list in "desired result" column	Business and Institutions	Information is provided to target audience on prohibitions against illicit discharges and improper disposal of waste including: Proper lawn maintenance Benefits of appropriate on-site infiltration of storm water Building and equipment maintenance Use of salt or other deicing materials Proper storage of materials Proper management of waste materials and dumpsters Proper management of parking lot surfaces.	(1) Continue to distribute newsletters to businesses regarding various water quality topics including illicit discharges and proper disposal of waste; (2) Provide information of the South Ogden City Website regarding illicit discharges and proper disposal of typical waste; (3) Provide information to yard care companies operating within the city regarding the proper disposal of yard waste.	Ongoing	PEP and UM	(1) Newsletters are sent out to businesses regularly; (2) The City Website provides water quality, waste disposal and illicit discharge information and is evaluated; and/or updated regularly; (3) Document the number of yard care companies contacted.

South Ogden City Corporation Stormwater Management Plan

Minimum Control Measures

<p>1 See 4.2.1.3 Description</p>	<p>General Public, Businesses and Institutions</p>	<p>Information is provided to target audience on prohibitions against illicit discharges and improper disposal of waste including: maintenance of septic systems; effects of outdoor activities, such as lawn care; benefits of on-site infiltration of storm water; effects of automotive work and car washing on water quality; proper disposal of swimming pool water; and proper management of pet wastes.</p>	<p>(1) Continue to distribute newsletters to residents regarding various water quality topics including illicit discharges and proper disposal of waste; (2) Provide signs at the dog park outlining pet waste disposal requirements; (3) Provide information of the South Ogden City Website regarding illicit discharges and proper disposal of wastes; (4) Install permanent placard on catch basins stating "Drains to Stream".</p>	<p>Ongoing</p>	<p>PEP and UM</p>	<p>(1) Newsletters are sent out regularly; (2) Signs regarding pet waste disposal are posted at the dog park; (3) The City Website provides water quality information and is evaluated and/or updated regularly; (4) Drains to Stream placard installed on catch basin within the City.</p>
<p>1 illicit discharge and waste</p>	<p>Contractors, Developers, and planning review staff</p>	<p>Reduce adverse impacts from development sites</p>	<p>(1) Require SWPPP for each site/development; (2) Require contractor/developer to complete and sign a Storm Water Discharge Permit and commit to follow the approved SWPPP and inspection requirements; (3) Provide stormwater information on the City website outlining requirements for a SWPPP, BMP's, permits and inspection requirements.</p>	<p>Ongoing</p>	<p>EM</p>	<p>1) A SWPPP review sheet is completed for each site/development; (2) A Stormwater Construction Activities Discharge Permit is completed for each site/development; (3) The City website provides information for developers and contractors. Information is evaluated regularly.</p>
<p>1 illicit discharge and waste</p>	<p>Employees</p>	<p>Information is provided to target audience on prohibitions against illicit discharges and improper disposal of waste including: Equipment inspection to ensure timely maintenance Benefits of appropriate on-site infiltration of storm water Minimization of use of salt or other deicing materials Proper storage of industrial materials Proper management of waste materials and dumpsters Proper management of parking lot surfaces.</p>	<p>Complete stormwater training annually. New hires to be trained immediately</p>	<p>Ongoing</p>	<p>ET</p>	<p>Training is completed annually</p>

South Ogden City Corporation Stormwater Management Plan

Minimum Control Measures

1/ All pollutants	City Staff (engineers, plan review staff, land use planners)	Training on LID, Green Infrastructure, and post construction BMPs	Complete an annual training with selected City Staff (i.e. engineers, plan review staff, and land use planners) to review the city's LID goals. Discuss what has been done in the past year to meet the goals, and define the upcoming year's goals.	Ongoing	ET	Annual meeting occurs
1/ All pollutants	All Audiences	Evaluate the effectiveness of the public education program by a defined method.	Send out an annual voluntary questionnaire prepared to determine the effectiveness of the public education program. The results of the questionnaire survey will be used to make necessary changes to the education program	Ongoing		Questionnaire is sent by the City, completed questionnaires are received and evaluated annually
1/ All pollutants	All Audiences	Document why certain BMPs were chosen for public education program over others.	Include an explanation in the SWMP.			Documented rationale included in the SWMP.

South Ogden City Corporation Stormwater Management Plan

Minimum Control Measures
 Minimum Control Measure 2
 Public Involvement / Participation
 Updated April 2016

MCM	Target		Desired Result	Measurable Goal	Milestone Date	Associated BMPs	Measure of Success (Effectiveness)
	Pollutant(s)	Audience(s)					
2	All pollutants	General Public	4.2.2.1 Have a program or policy in place that allows for the public to provide input	Notify the public in advance of the city council meeting when the SWMP update will be considered.	Prior to July 1, 2016	PEP	The program or policy is in place
2	All pollutants	General Public	4.2.2.2 Have SWMP document available for public review within 120 days from the effective date of the new permit	Have a draft copy of the permit available at the city offices within a week of the public hearing	1 week before city council meeting	PEP	SWMP document is available for public review as indicated by the new discharge permit
2	All pollutants	General Public	4.2.2.3 Have SWMP document available to the public at all times	Post the SWMP on the City's website	By July 1, 2016	PEP	SWMP is updated and posted on the website
2	All pollutants	General Public	4.2.2.3 Make updated SWMP document available to the public annually	Post updated SWMP annually	Ongoing	PEP	SWMP is updated and posted on the website annually
2	All pollutants	General Public	4.2.2.4 Comply with State and Local public notice requirements	Comply with noticing requirements	By July 1, 2016	PEP	Public notices are published as required.

South Ogden City Stormwater Management Plan

Minimum Control Measures

Minimum Control Measure 3
 Illicit Discharge Detection and Elimination (IDDE)
 Updated April 2016

MCM#	Target		Desired Result	Measurable Goal	Milestone Date	Associated BMPs	Measure of Success (Effectiveness)
	Pollutant(s)	Audience(s)					
3	All Pollutants	Contractors, Developers, City Council	Enforcement ability for storm water rules	Review and update the City ordinances to conform with new permit	Sept. 1, 2016		Revised ordinance is in place and meets the new permit requirements.
3	All Pollutants	Public Works	Maintain Storm Water Map	Establish policy to maintain a current stormdrain system map.	Complete annual review each year by Jan. 1.		if review is completed each year prior to the milestone date.
3	All Pollutants	All Audiences	Develop, implement, and prepare in writing a plan to detect and address non-stormwater discharges	(1) Identify areas with older infrastructure. (2) Do Dry weather screening 20% of outfalls each year. (3) Have SOP in place and provide training to applicable city staff.	Ongoing/Annually		(1) Successful if the annual dry weather screening is completed by the milestone date. (2) Successful if the SOP is implemented and training is completed annually for all staff involved in incident reporting.
3	All Pollutants	All Audiences	Develop and implement an SOP for characterizing illicit discharges.	(1) Create the Incidence Response SOP and train personnel. (2) Review illicit discharge procedure annually.	Ongoing/Annually		(1) Successful if SOP is implemented and initial training is complete. (2) Successful if annual training is completed for staff involved with illicit discharges.
1	All Pollutants	Public Employees, Businesses and Residents	Inform public employees, businesses, and general public of hazards associated with illicit discharges and improper disposal of waste	See MCM 1			See MCM 1
3	Household Hazardous Waste	Residents	Promote or provide services for the collection of household hazardous waste	Post HHW Disposal information on the City Web Site	Ongoing		Successful if the information is posted by the milestone date.
3	Household Hazardous Waste	Residents	Publicity list and publicize a hotline or other telephone number for public reporting of spills and other illicit discharges	Post HHW telephone numbers and available "hotlines" on City Web Site.	Ongoing		Successful if complete if the information is posted.
3	All Pollutants	All Audiences	Establish written procedures use to select areas in the City that are likely to have illicit discharges	1) Determine areas/sites in the City that are likely to have illicit discharges. (2) Document how and why each area/site was selected. (3) Update the the priority area list annually	Ongoing/Annually		Successful if the high priority sites are selected and updated as indicated.

South Ogden City Stormwater Management Plan

Minimum Control Measures

3	All Pollutants	All Audiences	Adopt and implement procedures for program evaluation and assessment. Include a database for mapping, tracking of the spills or illicit discharges identified and inspections conducted	Create a method for tracking the locations of Illicit Discharges	Completed by July 1, 2016	Successful if the tracking procedure is implemented.
---	----------------	---------------	---	--	---------------------------	--

South Ogden City Stormwater Management Plan

Minimum Control Measures

Minimum Control Measures
Construction Site Storm Water Control
Updated April 2016

M/CM	Target		Desired Result	Measurable Goal	Milestone Date	Associated BMP	Measure of Success (Effectiveness)
	Pollutant(s)	Audience(s)					
4	Sediment, Construction Site Debris, Hydrocarbons	Contractors and Developers	Raise awareness of contractors and developers on what is expected on construction sites	Require a SWPPP for every construction site greater than or equal to one acre or part of a common plan of development.	Ongoing	OD	Successful if all new construction sites have a working SWPPP
4	Sediment, Construction Site Debris, Hydrocarbons	Contractors and Developers	Develop a written enforcement strategy and implement the enforcement provisions of the ordinance or other regulatory mechanism	Draft changes to the ordinance to include escalating enforcement provisions	Sept. 1, 2016	OD	Successful if completed by milestone date
4	Sediment, Construction Site Debris, Hydrocarbons	Contractors and Developers	Documentation and tracking of all enforcement actions	Develop and begin using a system that tracks construction site enforcement action.	Ongoing	OD	Successful if tracking system is developed and is being used.
4	Sediment, Construction Site Debris, Hydrocarbons	Contractors and Developers	Develop and implement SOP's for pre-construction SWPPP review for construction sites	Develop an SOP to do preconstruction reviews of SWPPP	Ongoing	ECP	Successful if SOP is used to complete SWPPP reviews.
4	Sediment, Construction Site Debris, Hydrocarbons	Contractors and Developers	Conduct a pre-construction meeting	Hold Pre-construction meetings on all sites greater than 1 acre or are part of common plan of development	Ongoing		Successful if pre-construction meetings are held
4	Sediment, Construction Site Debris, Hydrocarbons	Contractors and Developers	Incorporate into the SWPPP review procedures the consideration of potential water quality impacts and procedures for pre-construction review which shall include the use of a checklist.	Use a checklist to ensure compliance with City policy on potential water quality impacts on all projects - private or municipal.	Ongoing	ZO	Successful if post construction BMPs on present on 50% of projects.
4	Sediment, Construction Site Debris, Hydrocarbons	Contractors and Developers	Incorporate into the SWPPP review procedures for an evaluation of Low Impact Development (LID) and green infrastructure and when the opportunity exists, encourage such BMPs to be incorporated into the site design.	Develop a policy to consider Low Impact Development practices on all projects - private or municipal	Ongoing	ZO	Successful if post construction LID and Low Impact Development BMPs are presented or recommended on 50% of projects.
4	Sediment, Construction Site Debris, Hydrocarbons	Contractors and Developers	Identify priority construction sites, including at a minimum those construction sites discharging directly into or immediately upstream of waters that the State	Develop a criteria that identifies sites where additional protection may be desired	Ongoing	LIP	Successful if criteria is developed prior to milestone date.

South Ogden City Stormwater Mangement Plan

Minimum Control Measures

4	Sediment, Construction Site Debris, Hydrocarbons	Contractors and Developers	Inspections of all new construction sites ... at least monthly by qualified personnel	Conduct monthly inspections of all construction sites. Sensitive areas to be inspected twice monthly	Ongoing	CCIT	Successful if 90% of active construction sites are inspected monthly
4	Sediment, Construction Site Debris, Hydrocarbons	Contractors, developers and MS4 staff	Provide training to city staff and 3rd party designers	Develop a city policy to require all SWPPP inspectors to be RSI inspectors within 6 months of assignment to position.	Ongoing	CCIT	Successful if completed
4	Sediment, Construction Site Debris, Hydrocarbons	Contractors, developers and MS4 staff	The Permittee must include in its SWMP document a procedure for being notified by construction operators/owners of their completion of active construction so that verification of final stabilization and removal of all temporary control measures may be conducted.	(1) Use the established Notice of Termination process within the city; (2) Train SWPPP Inspectors, their supervisors, and any personnel who grant final occupancy permits on the NOT process	Ongoing	ECP	Successful if 95% of all active construction sites are terminated appropriately
4	Sediment, Construction Site Debris, Hydrocarbons	Contractors, developers and MS4 staff	Conduct Bi-weekly inspections on high priority construction sites	Inspect high priority sites	Ongoing	ECP	Successful if all high priority sites are inspected bi-weekly
4	Sediment, Construction Site Debris, Hydrocarbons	All Audiences	Provide a "hotline" for public reporting of storm water related issues on construction sites	Publish "hotline" phone number on City website on in newsletters	Ongoing		Successful if "hotline" number is published on website and in periodic newsletters.
4	Sediment, Construction Site Debris, Hydrocarbons	Contractors, developers and MS4 staff	Maintain a record of active construction sites	Establish a log of construction sites	Ongoing	ECP	Successful if active construction sites are recorded in the log

South Ogden City Corporation Stormwater Management Plan

Minimum Control Measures

Minimum Control Measure 5

Long-term Storm Water Management in New Development and Redevelopment (Post-Construction Storm Water Management)

Updated April 2016

MCM	Target		Desired Result	Measurable Goal	Milestone Date	Associated BMP	Measure of Success (Effectiveness)
	Pollutant(s)	Audience(s)					
5	All Pollutants	All Audiences	Develop and adopt an ordinance or other regulatory mechanism that requires long-term post-construction storm water controls at new development and redevelopment sites, flood control structures and LID issues.	(1) Review existing ordinance to determine if it meets requirements of new permit; (2) Draft ordinance revisions; (3) Adopt updated ordinance.	Sept. 1, 2016	OD	Successful if ordinance is revised and adopted.
5	All Pollutants	MS4 Staff, Contractors and Developers	Documentation on how the requirements of the ordinance will protect water quality and reduce the discharge of pollutants to the MS4 and shall include: How long term BMPs were selected; expected pollutant removal; technical basis that support removal claims.	As part of the SWPPP review process, include a procedure to determine if proposed BMP's are sufficient to remove potential pollutants during development review process.	July 1, 2016	IPL	Successful if documentation procedure is part of the SWPPP review process
5	All Pollutants	MS4 Staff, Contractors and Developers	Documentation of a process that required the evaluation of Low Impact Development (LID) approach and encourages BMPs that allow infiltration, evapotranspiration or rainwater harvesting. If LID approach cannot be utilized, an explanation of the reasons preventing this approach and rational for alternative controls shall be documented.	As part of the SWPPP review process, include a procedure to determine if an LID approach is feasible.	July 1, 2016	IPL	Successful if documentation procedure is part of the SWPPP review process
5	All Pollutants	MS4 Staff, Contractors and Developers	The Permittee must develop a plan to retrofit existing developed sites that are adversely impacting water quality.	(1) Review existing sites/developments to determine if water quality is being adversely impacted; (2) Develop plan to implement required BMPs/revisions as required.	Ongoing	IPL	Successful if 20% of existing sites are evaluated each year.
5	All Pollutants	MS4 Staff, Contractors and Developers	Each Permittee shall develop and define specific hydrologic method or methods for calculating runoff volumes and flow rates to ensure consistent sizing of BMPs	Update design standards to comply with the conditions of the permit.	Review and update design standards by July 2016.	IPL	Successful if standards have been reviewed and updated.

South Ogden City Corporation Stormwater Management Plan

Minimum Control Measures

5	All Pollutants	M:4 Staff, Contractors and Developers	Sites equal to or greater than 1 acre or that are part of a common plan of development must manage rainfall on-site and prevent the off-site discharge of precipitation that is greater than or equal to the 90th percentile of all storm events over a given period of record.	Update design standards to comply with the conditions of the permit.	Begin enforcement not later than July 1, 2016	IPL	Successful if standards are revised and is being implemented
5	All Pollutants	M:4 Staff, Contractors and Developers	Review Storm Water Pollution Prevention Plans (SWPPPs)	See Goals for MCM 4			
5	All Pollutants	M:4 Staff, Contractors and Developers	Permittees shall provide developers and contractors with preferred design specifications to more effectively treat storm water for different development types...projects located in, adjacent to, or discharging to environmentally sensitive areas.	(1) Locate the known environmentally sensitive areas within the City; (2) Review map of sensitive areas and identify preferred method(s) of treating storm water to discharge to those areas.	Ongoing	IPL	Sensitive areas are identified. Treatment information is presented to Developers as required.
5	All Pollutants	M:4 Staff, Contractors and Developers	Permittees shall keep a representative copy of information that is provided to design professionals;...the dates of the mailings and lists of recipients.	(1) Keep a representative copy of information to be distributed to design professionals and contractors; (2) Keep a log of the dates the information was issued including a list of recipients.	Ongoing	EM	Successful if packet is prepared and log is used.
5	All Pollutants	M:4 Staff, Contractors and Developers	Permittees shall adopt and implement SOPs or similar type of documents for site inspection and enforcement of post-construction storm water control measures.	Develop SOPs for inspection and enforcement of post-construction control measures	July 1, 2016	LIP	Successful if inspection and enforcement SOPs are in place.
5	All Pollutants	M:4 Staff, Contractors and Developers	Require a maintenance agreement and if private sites/properties are inspected and maintained by owner/operators or qualified third parties. Required certification that adequate maintenance has been performed and the structural controls are operating as designed to protect water quality.	(1) Prepare and adopts a maintenance agreement; (3) require maintenance agreements on all new developments that will have privately owned, post-construction BMPs.	(1) Prepare maintenance agreement; (3) Begin requiring maintenance agreements for applicable site/private properties.	BMPIM	Successful if agreements are being used on applicable properties.

South Ogden City Corporation Stormwater Management Plan

Minimum Control Measures

5	All Pollutants	MS4 Staff, Contractors and Developers	Inspections and necessary maintenance must be conducted annually by either the Permittee or through a maintenance agreement. On sites where the property owner/operator is conducting maintenance, the Permittee shall inspect those storm water control measures at least once every five years, ... Permittees shall provide adequate training for staff involved in post-construction storm water management, planning and review, and inspections and enforcement. Maintain an inventory of post construction BMP's	(1) Begin inspection of privately owned post-construction BMPs per the requirements of the permit; (2) Identify who is responsible to inspect each post construction BMP; (3) Develop a post construction BMP inspection form; Develop a schedule for inspection of all post construction BMPs in the MS4.	Schedule and conduct training for appropriate personnel Inventory log updated annually	(1) Begin inspections of privately owned post-construction BMPs by July 1, 2016;	BMPIM	Successful if Sites/properties are being inspected in accordance with the permit.
5	All Pollutants	MS4 staff			Schedule and conduct training for appropriate personnel	Annually	BMPIM	Successful if appropriate personnel receive adequate training.
5	All Pollutants	MS4 staff			Inventory log updated annually	Ongoing		Successful if log is maintained and updated.

South Ogden City Corporation Stormwater Management Plan

Minimum Control Measures

Minimum Control Measure 6
 Pollution Prevention and Good Housekeeping for Municipal Operations
 Updated April 2016

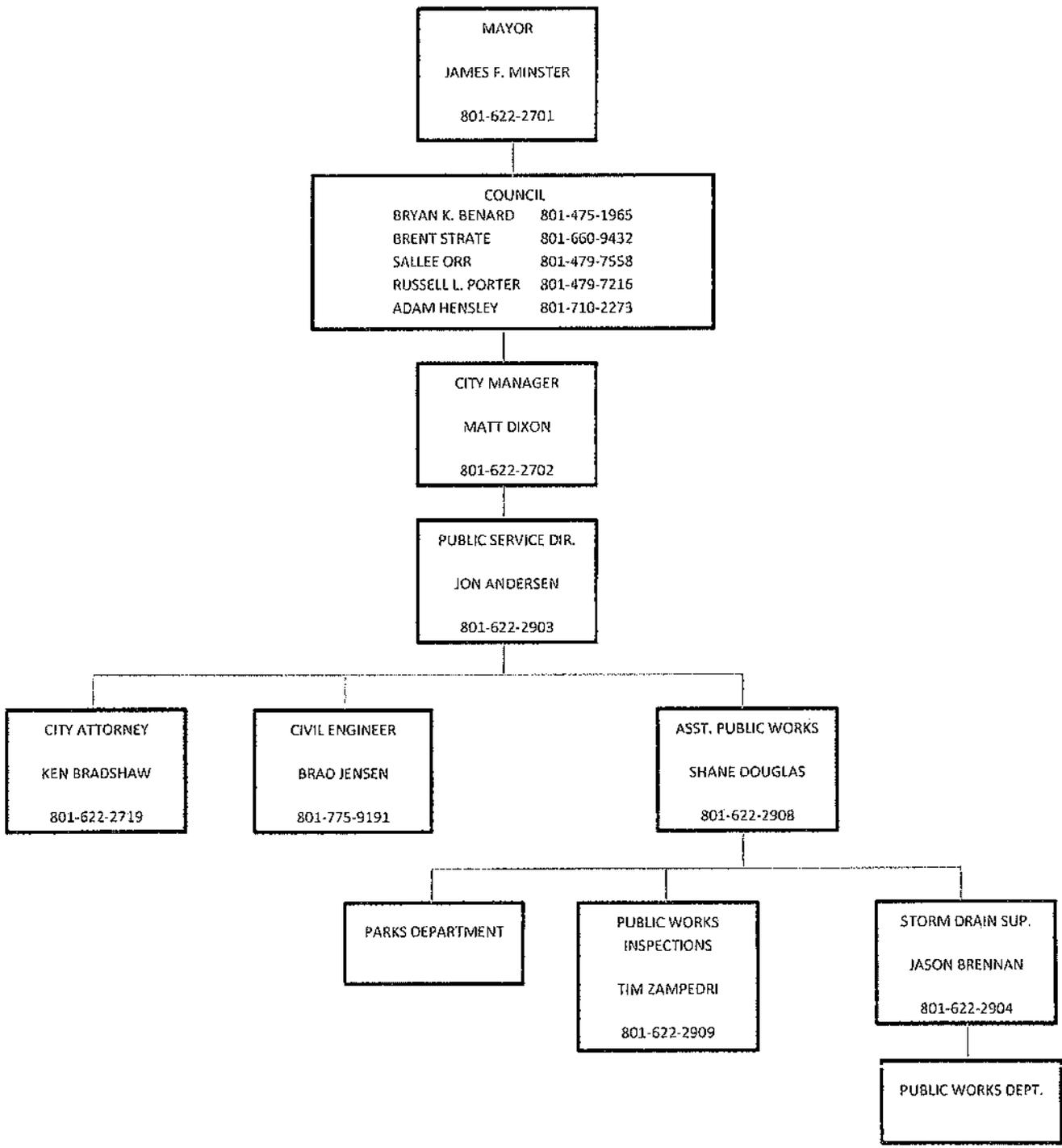
MCM	Target		Desired Result	Measurable Goal	Milestone Date	Assoc.		Measure of Success (Effectiveness)
	Pollutant(s)	Audience(s)				BMP		
6	All pollutants	MS4 staff	SWMP shall include an O & M program that identifies the department (and where appropriate, the specific staff) responsible for performing each activity described in this section... Permittees shall develop and keep current a written inventory of Permittee-owned or operated facilities	Complete Organizational chart and define specific responsibilities for departments shown.	July 1, 2016		HP	Successful if organization chart is complete and up to date.
6	All pollutants	MS4 staff	Permittee must assess the written inventory of Permittee-owned or operated facilities, operations and storm water controls identified in the permittee for their potential to discharge to storm water the following typical urban pollutants.	Complete listing of MS4 owned/operated facilities	July 1, 2016		HP	Successful if list is completed by milestone date
6	All pollutants	MS4 staff	Each "high priority" facility must develop facility-specific standard operating procedures (SOPs) or similar type of document.	Complete assessments and identify "high priority" facilities	July 1, 2016		HP	Successful if assessments are completed and documentation recorded in SWMP
6	All pollutants	MS4 staff	Weekly visual inspections: The Permittee must perform weekly visual inspections of "high priority" facilities in accordance with the developed SOPs to minimize the potential for pollutant discharge.	Develop appropriate SOPs	July 1, 2016		HP	If individual SOPs are developed by milestone date
6	All pollutants	MS4 staff	Quarterly comprehensive inspections: At least once per quarter, a comprehensive inspection of "high priority" facilities, including all storm water controls, must be performed	(1) Develop weekly visual inspection form and log; (2) Conduct weekly visual inspections.	Ongoing		HP	Successful if log and inspection form are being used.
6	All pollutants	MS4 staff	Quarterly visual observation of storm water discharges: At least once per quarter, the Permittee must visually observe the quality of the storm water discharges from the "high priority" facilities	(1) Develop quarterly inspection form and log; (2) Conduct quarterly comprehensive inspections.	Ongoing		HP	Successful if log and inspection form are being used.
6	All pollutants	MS4 staff		(1) Develop quarterly inspection form and log; (2) Conduct quarterly comprehensive inspections.	Ongoing		HP	Successful if quarterly visual monitoring is completed and logged and reports completed

South Ogden City Corporation Stormwater Management Plan

Minimum Control Measures

6	All pollutants	MS4 Staff, Contractors and Developers	The Permittee must develop and implement a process to assess the water quality impacts in the design of all new flood management structural controls that are associated with the Permittee or that discharge to the MS4.	Develop a process to evaluate new flood management control structures so they are in compliance with the permit	Ongoing	IPL	Successful if evaluation process is used for new projects.
6	All pollutants	MS4 staff	Existing flood management structural controls must be assessed to determine whether changes or additions should be made to improve water quality.	See MCM 5 for goals (part of the retrofit program)			
6	All pollutants	MS4 Staff	Permittees shall provide training for all employees who have primary construction, operation, or maintenance job functions that are likely to impact storm water quality.	See individual training goals and schedules listed in previous MCMs			

**SOUTH OGDEN CITY
ORGANIZATION CHART**



VICINITY MAP

WC
WASATCH CIVIL
Consulting Engineering
5320 South 1950 West, Suite 1
Roy City, UT 84067



SOUTH OGDEN CITY VICINITY MAP

APPENDIX A

STORM WATER MANAGEMENT FOR CONSTRUCTION AND DEVELOPMENT

A complete information packet entitled "Storm Water Management for Construction and Development" can be viewed on the City website: www.southogdencity.com

**SWPPP PRECONSTRUCTION
REVIEW CHECKLIST**

Name of Development _____

Developer _____ Phone: _____

Responsible Contact _____ Phone: _____

Submittal Date _____ Reviewed Date _____ Reviewed by _____

References are given from both the Small MS4 General UPDES Permit (section 4.2) and the Construction General Permit (section 3.5).

I- SWPPP Document (4.2.4.3.1)

Site Description

Nature of activity or project – 3.5.1.a

Intended sequence of major soil disturbing activities – 3.5.1.b

Total area of site, area to be disturbed – 3.5.1.c

Runoff coefficient – 3.5.1.d

- o Pre-construction _____
- o Post-construction _____

General location map – 3.5.1.e

- o Existing drainage patterns and slopes
- o Final drainage patterns and slopes
- o Construction boundaries
- o Existing vegetation description
- o Areas of soil disturbance
- o Areas of no soil disturbance
- o BMP locations
- o Off-site areas used for construction support (may be non-applicable)
- o Final stabilization treatment
- o Discharge locations

Description and location of discharges associated with off-site facilities (portable asphalt or concrete plants, stockpile areas, etc...) – 3.5.1.f

Name and location of receiving waters – 3.5.1.g _____

Area and boundary of any associated wetlands (may be non-applicable) – 3.5.1.g

Copy of the current General Permit for Construction Activities

Erosion and Sediment Controls - 3.5.2.a.1

Control measures for each major soil disturbing activity

- o Activity _____
- o Control Measure to be used _____
- o Timing _____
- o Installation details
- o Anticipated maintenance requirements

Stabilization Practices – 3.5.2.a.2

Site specific stabilization

- o Interim stabilization practices – including timing
- o Permanent stabilization practices – including timing

Structural Controls - 3.5.2.a.3

Flow control

- o Description of flow diversion BMPs

Name of Development _____

o Description of flow storage BMPs

- o If site is 10 acres or more –
Sediment Basin required
 - Basin sized for 3,600 cf/acre or
10-yr 24 hour storm

Post-Construction BMPs – 3.5.2.b

Description of how pollutants are controlled after construction. (ie. permanent detention or retention basins, flow attenuation swales, infiltration, combination of BMPs, etc.)

Technical basis for selecting post-construction BMPs

Velocity dissipation devices at discharge points (as necessary)

Other Controls – 3.5.2.c

- Waste Disposal – location and practices to control
- Off-Site Tracking – off-site tracking and dust control
- Septic, Waste and Sanitary Sewer Disposal – location and practices to control
- Vehicle/Equip. maintenance areas and controls.
- Exposure to construction materials – inventory, storage practices, locations, spill response, and practices to control
- Off-site support area controls (if applicable)

Maintenance – 3.5.3

Maintenance requirements and schedules

Maintenance Agreements

Non-Storm Water Discharges – 3.5.5

Identify non-storm water discharges that may be associated with project (water used to clean or flush improvements, etc..)

Describe measures to be taken to implement pollution prevention for non-storm water discharges

Inspections – 3.5.4

Inspection requirements (at least once every 7 days, or once every 14 days and within 24 hours after a storm of 0.5 inches or greater)

Qualifications of the inspector

Linear project inspection requirements (0.25 miles above and below each access point)

Inspection report forms

- o Inspection date
- o Name, title and qualifications of inspector
- o Weather information since last inspection
- o Current weather information
- o Locations of pollutant discharges
- o Locations of BMPs needing maintenance
- o Locations of BMPs that aren't working
- o Locations where additional BMPs are needed

Name of Development _____

- o Any corrective actions that may be required, including changes that need to be made to the SWPPP – with implementation dates

Requirements to keep records as part of SWPPP for at least 5 years

II- Water Quality Review (4.2.4.3.2)

Urban Pollutants of Concern

- o Sediments
- o Nutrients (Phosphorus, Nitrogen...)
- o Metals
- o Hydrocarbons/oils
- o Pesticides
- o Chlorides
- o Trash and Debris
- o Bacteria
- o Organics matter
- o Others _____

Consider options to include water quality aspects to this project.

Identify any highly impacted areas.

Identify and limit directly connected impervious areas (DCIA) on this project.

Identify measures to minimize runoff.

III- Low Impact Development Design (4.2.4.3.3)

Identify any low-impact development concepts and ideas that might work for this project. Consider the following LID

Techniques:

- o Bio-Retention Areas
- o Green Roof
- o Permeable Pavements
- o Rain Water Collection
- o Riparian Buffers
- o Green Street System
- o Non Structural

IV- Sensitive Areas (4.2.4.3.4)(3.5.2.d)

List any of the following within the proximity:

- Impaired water bodies
- High Quality Waters
- TMDL
- Wetlands
- Wildlife issues (Threatened & Endangered Species)
- Historic
- Priority Construction sites (7.36)
- Other _____

Any variance of Permit _____

Comments: _____

This document and attachments must be maintained by the MS4 for a period of five years or until construction is completed, whichever is longer. (4.2.4.3)

MAINTENANCE AGREEMENT (DRAFT)

STORM WATER FACILITIES

MAINTENANCE AGREEMENT

The following is a sample maintenance agreement for review by the reader. Actual maintenance agreements will be prepared by the City Attorney and Public Works Department as part of the subdivision and site development approval process.

IN CONSIDERATION OF South Ogden City ("City") approval for: <subdivision/site name>, at <subdivision/site address>, relating to real property legally described on Exhibit A, which is attached hereto and incorporated by this reference, the undersigned Grantor(s) declares that the above-described property is subject to a privately maintained storm water drainage, detention, best management practices, and/or storm water management system (the, "storm water facilities"), and also covenants and agrees as follows:

DUTIES OF GRANTOR(S):

1. Grantor(s) shall regularly inspect and maintain/repair the private storm water facilities on the said-described property in accordance with the standards specified in the City's Development Standards, Public Works Standards and the Storm Water Management Plan (City Standards), and as necessary for the storm water facilities to function as intended.
2. Grantor(s) shall inspect the storm water facilities as often as conditions require, but in any event at least once each year. Grantor(s) shall, within four weeks after each inspection, maintain/repair the storm water facilities as described in Section 1, above.
3. Grantor(s) shall inspect each element of the storm water facilities whenever the City's Public Works Director ("Director"), in his/her sole discretion, determines that unacceptable conditions exist within or adjoining to the storm water facilities. Similarly, the Director, in his/her sole discretion, may require the Grantor(s) to complete the maintenance/repair of the storm water facilities within a shorter time period than allowed in Section 2, above, if he/she determines that the deficiency poses an imminent danger.
4. Grantor(s), in effecting this maintenance/repair, shall restore the storm water facilities to like new condition, or if that is not practical, to an acceptable condition that complies with City Standards.
5. Grantor(s) is hereby required to obtain written approval from the Director prior to grading, filling, piping, cutting or removing vegetation (except for routine and minor landscape maintenance) in open vegetated drainage facilities (such as biofiltration swales, channels, ditches, ponds, etc.) or performing any alterations or modifications to the storm water facilities. Grantor(s) shall obtain all necessary permits and provide all required land surveys as required to complete maintenance and/or repairs.
6. Grantor(s) shall assume all responsibility for the implementation and cost of any maintenance and/or repairs to the storm water facilities.

RIGHTS OF THE CITY:

1. The City shall have ingress and egress rights to the said-described property for inspection and monitoring of the storm water facilities in order to determine performance, operational flows or defects in the storm water facilities.
2. If the City determines that the storm water facilities require maintenance and/or repair work, the Director shall deliver written notice to the Grantor specifically describing the required maintenance and/or repair. The notice shall also set a reasonable time in which Grantor must complete the described work. The notice shall also state that the City or its authorized agent may perform the authorized maintenance and/or repair if the Grantor(s) fails to complete the maintenance and/or repair within the time allowed. However, if the Director determines, at his or her sole discretion, that an imminent danger exists, the City's obligation to provide written notice shall be deemed waived, and the City or its authorized agent may immediately begin the required maintenance and/or repair work.
3. If the Grantor(s) does not complete the required maintenance and/or repair within the time allowed as set forth in the Director's notice, the City or its authorized agent will commence the maintenance and/or repair work described in the Director's notice.
4. If the City or its authorized agent performs the required maintenance and/or repairs to the storm water facilities, Grantor(s) shall reimburse the City all its costs incurred in completing the maintenance and/or repairs within thirty (30) calendar days of Grantor's receipt of the City's invoice for that work. Overdue payments shall accrue interest at the rate of 10 percent (10%) per annum.
5. If the Director determines, in his/her sole discretion, that the storm water facilities, if originally constructed in accordance with the City's approved design, need further modifications, Grantor(s) authorizes the City to enter the storm water facilities property in order to make these modifications.

Any notice or consent required to be given or otherwise provided for by the provisions of this agreement shall be effective either upon personal delivery or three (3) calendar days after mailing by Certified Mail, return receipt requested. This Covenant is intended to protect the value and desirability of the property described above, including the larger parcel(s), if any, benefitted by the storm water facilities. Further, this Covenant shall inure to the benefit of all the citizens of the City and shall bind Grantor(s), and its heirs, successors and assigns.

GRANTOR SIGNATURE: _____

Date: _____

SOUTH OGDEN CITY SIGNATURE: _____

Date: _____

BEST MANAGEMENT PRACTICES (BMPs)

Individual fact sheets for each Best Management Practice (BMP) can be viewed on the City website: www.southogdencity.com

APPENDIX B

**STORM WATER MANAGEMENT FOR
PUBLIC WORKS**

SOPs

GHK-Catch Basin Cleaning

1. Preparation:
 - a. Clean sediment and trash off grate.
 - b. Do visual inspection on outside of grate.
 - c. Make sure nothing needs to be replaced.
 - d. Do inside visual inspection to see what needs to be cleaned.

2. Process
 - a. Clean using a high powered vacuum truck to start sucking out standing water and sediment.
 - b. Use a high pressure washer to clean any remaining material out of catch basin, while capturing the slurry with the vacuum.
 - c. After catch basin is clean, send the rodder of the vacuum truck to clean pipe and pull back sediment that might have entered.
 - d. Move truck to next catch basin.

3. Clean-up
 - a. When vacuum truck is full of sediment take it to the designated location to dump all the sediment out of truck into a drying bed.
 - b. When it dries, clean it up with a backhoe, put it into a dump truck and take it to disposal site.

4. Documentation
 - a. Record the amount of waste collected.
 - b. Keep any notes or comments of any problems.

GHK-Curb Painting

1. Preparation
 - a. Calculate the amount of paint required for the job
 - b. Use water based paints if possible.
 - c. Determine whether the wastes will be hazardous or not and the required proper disposal of said wastes
 - d. Determine locations of storm drain inlets and sewer inlets that may need to be protected
 - e. Prepare surfaces to be painted without generating wastewater by sandblasting and/ or scraping.
 - f. Thoroughly sweep up all sand, blasting, and/or paint scrapings
 - g. If paint stripping is needed, use a citrus-based paint remover whenever possible, which is less toxic than chemical strippers
 - h. If wastewater will be generated, use curb, dyke, etc. around the activity to collect the filter and collect the debris.
2. Process
 - a. Paint curb.
 - b. Prevent over-spraying of paints and/or excessive sandblasting
 - c. Use drip pans and drop clothes in areas of mixing paints and painting
 - d. Store latex paint rollers and brushes in air tight bags to be reused later with the same color, if using again within one week.
 - e. Have available absorbent material and other BMP's ready for an accidental paint spill.
3. Clean-up
 - a. Paint out brushes and rollers as much as possible. Squeeze excess paint from brushes and rollers back into the containers prior to cleaning them.
 - b. Pour excess paint from trays and buckets back into the paint can containers and wipe with cloth or paper towels. Dispose of the towels according to the recommendations on the paint being used.
 - c. Rinse water-based paint brushes in the sink after pre-cleaning. Never pour excess paint or wastewater from cleanup of paint in the storm drain.
 - d. Cleanup oil based paints with paint thinner. Never clean oil based brushes, rollers or spray equipment in a sink or over a storm drain. Filter solvents for reuse if possible and/or store in approved drum for recycling.
 - e. Dispose of waste collected by placing it in a garbage container. Left-over paint and solvents should be stored for later use (do not place these liquids in the garbage).
4. Documentation
 - a. Write-up any discharges into storm drains systems.

GHK- Detention Pond Cleaning

1. Preparation:
 - a. Schedule the Pond cleaning work for a time when dry weather is expected.
 - b. Determine storage site for debris/material that will be removed.

2. Process
 - a. Provide outlet protection where feasible to minimize the amount of debris that might leave basin during cleaning process.
 - b. Remove any sediment and trash from grates, placing it in a truck for disposal.
 - c. Do a visual inspection to make sure any grates, structures, manholes, boxes, and pipes are in good working order. Remove manhole covers and grates as necessary for inspecting.
 - d. Start cleaning basin by using appropriate equipment to remove debris and sediment off the bottom.
 - e. Continue cleaning structures and pond bottom as necessary by sweeping and shoveling.
 - f. Haul all removed material to an approved site.
 - g. Some structures may require use of a vacuum truck. If so use the same procedures described for cleaning catch basins.

3. Clean-up
 - a. After cleaning basins, clean off the concrete pads using dry methods (sweeping and shoveling).
 - b. Take the material that was removed to an approved site for final disposal.

4. Documentation
 - a. Keep a log of each detention basins/pond cleaned including date, individuals involved in cleaning, and a description of the type of debris removed.
 - b. Record the amount of waste collected.
 - c. Keep any notes or comments of any problems.

GHK-Creek Management

1. Preparation
 - a. Identify areas requiring maintenance
 - b. Determine what manpower or equipment will be required.
 - c. Identify access and easements to area requiring maintenance.
 - d. Determine method of maintenance that will be least damaging to the channel.
 - e. Obtain Stream Alteration Permit and follow all conditions.
 - f. Call the Blue Stakes Center of Utah (dial 811 or 1-800-662-4111) at least 2 working days before any digging will be done, to reveal the location of any underground utilities.

2. Process
 - a. Monitor streams on a daily basis.
 - b. Check culverts and crossings after every storm.
 - c. Maintain access to stream channels wherever possible.
 - d. Remove unwanted material (debris, branches, soil) from the creek channel and place it in a truck to be hauled away

3. Clean-up
 - a. Stabilize all disturbed soils.
 - b. Remove all tracking from paved surfaces near maintenance site, if applicable.
 - c. Haul all debris or sediment removed from area to approved dumping site.

4. Documentation
 - a. Keep log of actions performed including date and individuals involved.
 - b. Record the amount of materials removed or imported.
 - c. Keep any notes or comments of any problems.
 - d. Use "before" and "after" photographs to document activities as applicable.

GHK-Overlays and Patching

1. Preparation
 - a. Measure and mark locations of manholes and valves on the curb
 - b. Manholes and catch basins are covered as needed to prevent oil and materials from getting inside the structures or system.
 - c. Provide traffic control signs, barriers and flaggers as necessary.
 - d. Cracks should be properly sealed. Alligator cracks and potholes should be removed and patched. Rutting should be milled.
 - e. Surface should be clean and dry.
 - f. Uniform tack coat applied and cured prior to placement of overlay.
 - g. If milling is required, install inlet protection as needed.

2. Process
 - a. Check hot asphalt mix for proper temperature, percentage asphalt, gradation, air voids and any other agency requirements.
 - b. Raise manhole lids and valves to elevation of new asphalt surface with riser rings.
 - c. Surface texture should be uniform, no tearing or scuffing.
 - d. Rolling should be done to achieve proper in-place air void specification.

3. Clean-up
 - a. Covering should be removed as soon as the threat of imported materials entering the system is reduced and prior to a storm event.
 - b. After pavement has cooled, sweep gutters to remove loose aggregate.
 - c. Dispose of swept materials at landfill.

4. Documentation
 - a. Record location and date on the maintenance database and map

GHK – Crack Seal

1. Preparation
 - a. Remove weeds from the road
 - b. Air-blast the cracks to remove sediments from the crack to allow for proper adhesion.
 - c. Ensure that surface is clean and dry.

2. Process
 - a. Proper temperature of material should be maintained.
 - b. Sufficient material is applied to form the specified configuration.

3. Clean-up
 - a. Excessive sealant application or spills are removed.
 - b. Sweep all loose debris from the pavement and dispose of it in the local landfill.

4. Documentation
 - a. Record location and date on the maintenance database and map

GHK - Shouldering and Mowing

1. Preparation
 - a. Set up temporary traffic control devices as needed.

2. Process
 - a. Place import material as needed and perform grading to achieve proper drainage.
 - b. Mulch clippings to help reduce the amount of supplemental fertilizer required.

3. Clean-up
 - a. Clean any loose material off asphalt or gutter.

4. Documentation
 - a. Record location and date

GHK - Concrete Work

1. Preparation
 - a. Store dry and wet materials under cover, away from drainage areas
 - b. Remove any damaged concrete that may need to be replaced.
 - c. Prepare and compact sub-base.
 - d. Set forms and place any reinforcing steel that may be required.
 - e. Determine how much new concrete will be needed.
 - f. Washout in Public works shop.

2. Process
 - a. Install inlet protection as needed.
 - b. Moisten subbase just prior to placing new concrete. This helps keep the soil from wicking moisture out of the concrete into the ground.
 - c. Place new concrete in forms.
 - d. Consolidate new concrete
 - e. Screed off surface
 - f. Let concrete obtain its initial set
 - g. Apply appropriate surface finish
 - h. Remove forms when concrete will not slump

3. Clean-up
 - a. Perform washout of concrete trucks and equipment in designated areas only
 - b. Do not washout concrete trucks or equipment into storm drains, open ditches, streets or streams
 - c. Cement and concrete dust from grinding activities is swept up and removed from the site.
 - d. Remove dirt or debris from street and gutter. Haul to the appropriate disposal site.

GHK - Garbage Storage

1. Preparation

- a. Locate dumpsters and trash cans in convenient, easily observable areas.
- b. If available, use recycling bins to reduce the amount of garbage disposed.
- c. Provide training to employees to prevent improper disposal of general trash.

2. Process

- a. Inspect garbage bins for leaks regularly, and have repairs made immediately by responsible party.
- b. Locate dumpsters on a flat, impervious surface that does not slope or drain directly into the stormdrain system.
- c. Install berms, curbing or vegetation strips around storage areas to control water entering/leaving storage areas.
- d. Keep any lids closed when not actively filling dumpster.

3. Clean-up

- a. Keep areas around dumpsters clean of all garbage.
- b. Have garbage bins emptied as often as needed to keep from overfilling.
- c. Wash out bins or dumpsters as needed to keep odors from becoming a problem. Wash out improperly designated areas only.

GHK-Snow Removal and De-icing

1. Preparation

- a. Store de-icing material under a covered storage area or in an area where water coming off the de-icing materials is collected and delivered to the sanitary sewer.
- b. Design drainage from loading area to collect runoff before entering storm water system
- c. Wash out vehicles (if necessary) in approved washout area before preparing them for snow removal.
- d. Calibrate spreaders to minimize amount of de-icing material used and still be effective
- e. Train employees in spill cleanup procedures and proper handling and storage of de-icing materials

2. Process

- a. Load material into trucks carefully to minimize spillage
- b. Periodically dry sweep loading area to reduce the amount of de-icing materials exposed to runoff
- c. Distribute the minimum amount of de-icing material to be effective on roads
- d. Do not allow spreaders to idle while distributing de-icing materials.

3. Cleanup

- a. Sweep up all spilled de-icing material around loading area
- b. Clean out trucks after snow removal duty in approved washout area
- c. Provide maintenance for vehicles in covered area
- d. If sand is used in de-icing operations, sweep up residual sand from streets when weather permits

GHK-Street Sweeping

1. Preparation
 - a. Prioritize cleaning routes to use at the highest frequency in areas with the highest pollutant loading.
 - b. Restrict street parking prior to and during sweeping using regulations as necessary.
 - c. Increase sweeping frequency just before the rainy season.
 - d. Perform preventative maintenance and services on sweepers to increase and maintain their efficiency.
 - e. Streets are to be swept as needed or specified by the city. Street maps are used to ensure all streets are swept at a specified interval.

2. Process
 - a. Drive street sweeper safely and pick up debris.
 - b. When full, take the sweeper to a white roll off dumpster.

3. Clean-up
 - a. Street sweepers are to be cleaned out in an approved street sweeper cleaning station
 - b. Street sweeping cleaning stations shall separate the solids from the liquids.
 - c. Once solids have dried out, haul all dumped material to the local landfill.
 - d. Decant water is to be collected and routed to an approved wastewater collection system area only.

4. Documentation
 - a. Keep accurate logs to track streets swept and streets still requiring sweeping.
 - b. Log the amount of debris collected and hauled off.

GHK - Transporting Soil and Gravel

1. Preparation
 - a. Dry out wet materials before transporting.
 - b. Spray down dusty materials to keep from blowing.
 - c. Make sure you know and understand the SWPPP requirements for the site you will be working at.
 - d. Truck and other equipment will be cleaned afterwards in wash bay.

2. Process
 - a. Use a stabilized construction entrance to access or leave the site where materials are being transported to and from.
 - b. Cover truck bed with a secured tarp before transporting.
 - c. Make sure not to overfill materials when loading trucks.

3. Clean up
 - a. Use sweeper to clean up any materials tracked out on the roads from site.
 - b. Wash out dump truck and other equipment when needed in proper designated areas.

4. Documentation
 - a. Keep records of any material that is tracked out of site and what was done to clean it up and how long it took to clean up and what the weather conditions were at the time.

GHK - Chemical Application Pesticides, Herbicides, Fertilizers

1. Preparation
 - a. Calibrate fertilizer and pesticide application equipment to avoid excessive application.
 - b. Use pesticides only if there is an actual pest problem and periodically test soils for determining proper fertilizer use
 - c. Time and apply the application of fertilizers, herbicides or pesticides to coincide with the manufacturer's recommendation for best results ("Read the Label").
 - d. Know the weather conditions. Do not use pesticides if rain is expected. Apply pesticides only when wind speeds are low (less than 5 mph).

2. Process
 - a. Always follow the manufacturer's recommendations for mixing, application and disposal. ("Read the Label").
 - b. Do not mix or prepare pesticides for application near storm drains, preferably mix inside a protected area with impervious secondary containment (preferably indoors) so that spills or leaks will not contact soils.
 - c. Employ techniques to minimize off-target application (e.g. spray drift, over broadcasting.) of pesticides and fertilizers.

3. Clean-up
 - a. Sweep pavements or sidewalks where fertilizers or other solid chemicals have fallen, back onto grassy areas before applying irrigation water.
 - b. Triple rinse containers, and use rinse water as product. Dispose of unused pesticide as hazardous waste.
 - c. Always follow all federal and state regulations governing use, storage and disposal of fertilizers, herbicides or pesticides and their containers. ("Read the Label")

4. Documentation
 - a. Keep copies of MSD sheets for all pesticides, fertilizers and other hazardous products used.
 - b. Record fertilizing and pesticide application activities, including date, individual who did the application, amount of product used and approximate area covered.

GHK-Cleaning Equipment

1. Preparation
 - a. Review process with all Parks and Public Works employees

2. Process
 - a. Wash equipment in approved wash station

3. Clean-up
 - a. Dispose of towels in proper trash receptacle
 - b. Sweep floor and dispose of debris.

GHK - Mowing and Trimming

1. Preparation
 - a. Review process with all employees
 - b. Check the oil and fuel levels of the mowers and other equipment; fill if needed.

2. Process
 - a. Put on eye and hearing protection
 - b. Mow and trim the lawn
 - c. Sweep or blow clippings to grass areas

3. Clean-up
 - a. Mowers are to be scraped, brushed and/or blown with compressed air at shop – dry spoils are dry swept and disposed of in the garbage
 - b. Wash equipment in approved wash station

GHK-OpenSpaceManagement

1. Preparation
 - a. Provide a regular observation and maintenance of parks, golf courses, and other public open spaces.
 - b. Identify public open spaces that are used for storm water detention and verify that detention areas are included on the storm drain system mapping, inspection schedules, and maintenance schedules.

2. Process
 - a. Ensure that any storm drain or drainage system components on the property are properly maintained.
 - b. Avoid placing bark mulch (or other floatable landscaping materials) in storm water detention areas or other areas where storm water off can carry the mulch into the storm drainage system.
 - c. Follow all SOPs related to irrigation, mowing, landscaping, and pet waste management.

3. Clean Up
 - a. Keep all outdoor work areas neat and tidy. Clean by sweeping instead of washing whenever possible. If areas must be washed, ensure that wash water will enter a landscaped area rather than the storm drain. Do not use soap for outdoor washing.
 - b. Pick up trash on a regular basis.

4. Documentation
 - a. Document any observed deficiencies



GHK – Pet Waste

1. Preparation

- a. Enforce ordinances that require pet owners to clean up pet wastes and use leashes in public areas. If public off-leash areas are designated makes sure they are clearly defined. Avoid designating public off-leash areas near streams and water bodies.
- b. Whenever practical and cost effective, install dispensers for pet waste bags and provide disposal containers at locations such as trail heads or parks where pet waste has been a problem. Provide signs with instructions for proper cleanup and disposal.

2. Process

- a. Check parks and trails for pet waste as needed.
- b. Check public open space for pet waste prior to mowing and watering.
- c. Provide ordinance enforcement as needed.

3. Clean up

- a. Remove all pet waste, provide temporary storage in a waste container, and dispose of properly. Preferred method of disposal is at a solid waste disposal facility.

4. Documentation

- a. Document problem areas for possible increased enforcement and/or public education signs.

GHK - Transporting Equipment

1. Preparation
 - a. Determine equipment needed for transport and method (trailer, truck bed) needed to transport equipment.
 - b. Conduct pre- trip inspection of equipment
2. Process
 - a. Load and secure equipment on trailer or truck
 - b. Load and secure fuel containers for equipment usage
3. Clean-up
 - a. Off load equipment
 - b. Store equipment and trailer in proper location
 - c. Conduct post-trip inspection of equipment
 - d. Wash equipment, if needed, according to the SOP for Cleaning Equipment SOP

SOUTH OGDEN CITY

GHK - Dumpsters/Garbage Storage

1. Preparation
 - a. Train employees on proper trash disposal.
 - b. Locate dumpsters and trash cans in convenient, easily observable areas.
 - c. Install berms, curbing, or vegetation strips around storage areas to control water entering/leaving storage areas.
2. Process.
 - a. Inspect garbage bins for leaks regularly, and have repairs made immediately by responsible party.
 - b. Request dumpsters, and trash cans with lids and without drain holes, with the exception of the 20 ft. Roll-off dumpsters.
 - c. Locate dumpsters on a flat, hard surface that, where feasible, does not slope or drain directly into the storm drain system.
3. Clean-up.
 - a. Keep areas around dumpsters clean of all garbage.
 - b. Have garbage bins emptied regularly to keep from overfilling.
4. Documentation
 - a. Document training of employees

SOUTH OGDEN CITY

GHK - Parking Lot Maintenance

1. Preparation .
 - a. Restrict parking in areas to be swept prior to and during sweeping using regulations as necessary.
 - b. Perform regular maintenance and services in accordance with the recommended vehicle maintenance schedule on sweepers to increase and maintain efficiency.
2. Process.
 - a. Sweep parking areas, as needed, or as directed by the city's responsible official.
 - b. Hand sweep sections of gutter if soil and debris accumulate.
 - c. Pick-up litter as required to keep parking areas clean and orderly.
3. Clean-up.
 - a. Dispose of sweepings properly (appropriate solid waste facility).
 - b. Street sweepers to be cleaned out in a manner as instructed by the manufacturer and in a location that swept materials cannot be introduced into a stormdrain.
 - c. Swept materials will not be stored in locations where storm water could transport fines into the stormdrain system.
4. Documentation.
 - a. Keep accurate logs to track swept parking areas and approximate quantities.
 - b. Document training of employees.

SOUTH OGDEN CITY

GHK - Fueling

1. Preparation
 - a. Train employees on proper fueling methods and spill cleanup techniques.
 - b. Absorbent spill clean-up materials and spill kits shall be available in Fleet side of shop.

2. Process
 - a. Shut off the engine.
 - b. Ensure that the fuel is the proper type of fuel for the vehicle.
 - c. Nozzles used in vehicle and equipment fueling shall be equipped with an automatic shut off to prevent overfill.
 - d. Fuel vehicle carefully to minimize drips to the ground.
 - e. Fuel tanks shall not be 'topped off'.
 - f. Mobile fueling shall be minimized. Whenever practical, vehicles and equipment shall be transported to the designated fueling area in the Facilities area.
 - g. When fueling small equipment from portable containers, fuel in an area away from storm drains and water bodies.

3. Clean Up
 - a. Immediately clean up spills using dry absorbent (e.g., kitty litter, sawdust, etc.) sweep up absorbent material and properly dispose of contaminated clean up materials.
 - b. Large spills shall be contained as best as possible and the HazMat team should be notified ASAP.

4. Records
 - a. Comply with underground storage tank records and monitoring requirements.
 - b. Document training of employees.

SOUTH OGDEN CITY

GHK - Vehicle and Equipment Storage

1. Preparation
 - a. Inspect parking areas for stains/leaks on a regular basis.
 - b. Provide drip pans or adsorbents for leaking vehicles.

2. Process
 - a. Whenever possible, store vehicles inside where floor drains have been connected to sanitary sewer system.
 - b. When inside storage is not available, Vehicles and equipment will be parked in the approved designated areas.
 - c. Maintain vehicles to prevent leaks as much as possible.
 - d. Address any known leaks or drips as soon as possible. When a leak is detected a drip pan will be placed under the leaking vehicle to collect the drip.
 - e. The shop will provide a location to empty and store drip pans.
 - f. If any leaks are discovered, a drip pan will be used to collect the fluids and vehicle will be scheduled for repairs.
 - g. Clean up all spills using dry methods.
 - h. Never store leaking vehicles over a storm drain.

3. Clean Up
 - a. Any leaks that are spilled on the asphalt will be cleaned up with dry absorbent; the dry absorbent will be swept up and disposed of in the garbage.
 - b. The paved surfaces around the building will be swept monthly, weather permitting .

SOUTH OGDEN CITY

GHK - Washing

1. Preparation
 - a. Provide wash areas for vehicles inside the maintenance building that has a drain system which is attached to the sanitary sewer system.
 - b. No vehicle washing will be done where the drain system is connected to the storm sewer system.

2. Process
 - a. Minimize water and soap use when washing vehicles inside the shop building.
 - b. Use hoses with automatic shut off nozzles to minimize water usage.
 - c. Never wash vehicles over a storm drain.

3. Clean Up
 - a. Sweep wash areas after every washing to collect what solids can be collected to prevent them from washing down the drain system.
 - b. Clean solids from the settling pits on an as needed basis.

BMP FACT SHEETS

Individual fact sheets for each Best Management Practice (BMP) can be viewed on the City website: www.southogdencity.com

SWPPP COMPLIANCE INSPECTION FORM

UT SWPPP Compliance Inspection Form

	YES	NO	N/A
01 - Is the SWPPP on site and accessible, or is the SWPPP location posted in an obvious place and reasonably accessible (in a short time)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
02 - Are erosion control, sediment control, and good housekeeping BMPs installed on the site as shown in the SWPPP?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03 - Has the SWPPP been updated to reflect the NOI permit and current site conditions (modifications dated and initialed on site map, new BMPs on site map, discontinued BMPs crossed off site map, new BMP details and spec's in SWPPP, SWPPP amendment log, etc)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
04 - Are on-site inspections being performed and recorded by a qualified person on a weekly or bi-weekly basis, reporting items required by permit? (Inspector name and qualifications, weather, problems/repairs, corrective action, new BMPs, removed BMPs, discharges, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
05 - Have all corrective action items from previous inspections been addressed and documented within the time frame allotted by the inspector?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
06 - Are SW flows entering and leaving the construction site controlled, managed, or diverted around the site? (e.g. perimeter controls, berms, silt fence, upgradient boundary diversion, down gradient boundary sediment control, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07 - Is the site FREE from evidence of sediment discharge such as mud flows or soil deposits from the construction site in downstream locations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08 - Is the site FREE from evidence of vehicles tracking soil off the construction site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09 - Is the site FREE from soil, construction material, landscaping items, or other debris piled on impervious surfaces (roads, drives) that could be washed with SW to a storm drain or water body?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10 - Is the site in good condition with NO need to repair, maintain, or improve erosion control BMPs (temporary stabilization, erosion blankets, mulch, vegetated strips, rip rap, surface roughening, pipe slope drain, dust control, etc.)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11 - Is the site in good condition with NO need to repair, maintain, or improve sediment control BMPs (silt fence, check dams, fiber rolls, sediment trap/basin, inlet protection, waddles, straw bails, curb cut-back, etc.)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12 - Is the site in good condition with NO need to repair, maintain, or improve good housekeeping controls (clean track out pad, sweeping, construction materials management, litter/trash control, port-o-potties staked down, fueling areas, concrete washout area, proper curb ramps, spill prevention, etc.)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

UT SWPPP Compliance Inspection Form

13 - Is the site FREE from disturbed areas that have not had construction activities for 14 to 21 days without stabilization? (except snow or frozen ground)?

14 - Are all places where BMPs are needed installed with proper BMPs or are all BMPs no longer needed removed?

EPA 3560-3 SEV . DOR11 - Discharge without a permit

Code Violation: . DOR18 - Failure to apply for a Notice of Termination

- . BOR12 - Failure to conduct inspections
- . BOC17 - Failure to develop any or adequate SWPPP/SWMP
- . BOC18 - Failure to implement SWPPP/SWMP
- . BOR41 - Failure to maintain records
- . COR11 - Failure to monitor
- . BR19B - Failure to properly operate and maintain BMPs
- . BR19A - Failure to properly install/Implement BMPs
- . EOR16 - Failure to submit required report (non-DMR)
- . AOR22 - Narrative effluent violation
- . DOR12 - Failure to submit required permit information
- . AOR12 - Numeric effluent violation
- . BOR42 - Violation of a milestone in an order

Inspection Code . Please indicate below if this inspection is for SW Sampling or SW Non-Sampling.

Reason for Inspection and Weather . Please indicate below the reason for this inspection: (A) Scheduled; (B) Complaint/Tip; (C) Random

Information: . Please document below: (1) The weather information at the time of inspection; (2) Date of last known rain event; (3) Duration of rain event with approximate rainfall (inches).

CITY FACILITY INSPECTION FORM

South Ogden City Facility Inspection Form

	YES	NO	N/A
1 – Are current erosion/sediment controls (BMPs) adequate to keep any materials, sediment or pollutants from leaving site boundaries or perimeters?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2 – Is the site FREE from any offsite flows entering the industrial facility?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3 – Are appropriate BMPs and measures being taken to prevent offsite			
flows from causing materials, sediment, or pollutants from leaving the site?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4 – Are impervious surfaces FREE from evidence of tracking (roads, ramps, sidewalks, parking areas, etc.)?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5 – Are all Facility traffic access/exit points stabilized properly?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
6 – Are all drums, tanks, and/or containers sealed and/or protected from Storm water?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
7 – Is equipment being monitored for leaks and spills?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
8 – Are storage areas and other materials organized neatly?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
9 – Is the site FREE of any trash, pollutant, or material not being contained?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
10 – Are aggregate piles/spoils/stockpiles/pollutants/hazardous materials On site placed in a contained area?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
11 – Are outfall locations free from staining or evidence of polluted discharges?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
12 – Is the site free from any signs of leaks and spills?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
13 – Have the appropriate dry and wet weather screening occurred?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Inspected By: _____

Notes:

APPENDIX C

ILLICIT DISCHARGE, DETECTION AND ELIMINATION (IDDE) PROGRAM

IDDE PROCEDURES

IDDE - Call-in Inspections

1. Preparation
 - a. Have a system in place to receive phone calls and collect information regarding suspected illicit discharges.
2. Process
 - a. Use the Incident Tracking Form to collect the appropriate information from the caller. Then, transfer the Incident Tracking Sheet to the proper authority (ie. department head, storm water specialist, construction inspector, code enforcement officer, or other assigned personnel).
 - b. Promptly investigate reported incidents.
 - c. If an illicit discharge of unknown source is confirmed, follow the procedure of SOP IDDE - Tracing Illicit Discharges.
 - d. If an illicit discharge known source is confirmed, follow the procedure of SOP IDDE - Removing Illicit Discharges.
 - e. Refer any suspected hazardous spills or releases to the Fire Department for handling.
3. Clean up
 - a. Clean catch basin, clean storm drain, or initiate spill response, as applicable. Follow relevant SOPs.
4. Documentation
 - a. File all completed forms (ie. incident tracking, catch basins cleaning, storm drain cleaning).
 - b. Document any follow-up action taken on Incident Tracking Form.
 - c. Review incidents reported by citizens on an annual basis to look for patterns of illicit discharges and to evaluate the call-in inspection program.

IDDE - Opportunistic Illicit Discharge Observation

1. Preparation
 - a. Be alert for potential illicit discharges to the municipal storm water system while going about normal work activities.
2. Process
 - a. Call the appropriate authority (ie. department head, storm water specialist, construction inspector, code enforcement officer or a supervisor) if you see evidence of an illicit discharge.
 - b. Assess the general area of the illicit discharge to see if you can identify its source.
 - c. Whenever possible, take photographs of the suspected illicit discharge.
 - d. Responding storm water department personnel or code enforcement officer will Complete the following:
 1. Use the IDDE Incident Tracking Form to document observations.
 2. Obtain sample for visual observation and complete an Outfall Inspection Form, if applicable.
 3. Follow the procedure of SOP IDDE - Tracing Illicit Discharges.
 - e. Refer any suspected hazardous spills or releases to the Fire Department for handling.
1. Clean-up
 - a. Clean catch basin, clean storm drain, or initiate spill response, as needed. Follow relevant SOPs.
2. Documentation
 - a. File all completed forms (ie. Incident Tracking Form, Outfall Inspection Form, Catch Basin Cleaning Form, and Storm Drain Cleaning Log).
 - b. Document any follow-up action taken on Incident Tracking Form.

IDDE - Removing Illicit Discharges

- 1. Preparation
 - a. Obtain available property ownership information for the source of the illicit discharge.
- 2. Process
 - a. Determine who is financially responsible; and follow associated procedures as given below.

For Private Property Owner:

- Contact Owner,
- Issue Notice of Violation for violations of the municipal ordinance, and
- Determine schedule for removal.
- Suspend access to storm drain if threats of serious physical harm to humans or the environment are possible.

For Municipal Facility:

- Notify appropriate municipal authority or department head,
 - Schedule removal, and
 - Remove illicit connection.
 - Direct responsible party to initiate repairs/corrections/ cleanup. Coordinate with enforcement official for escalating penalties in accordance with the municipal ordinance.
- b. Repair/correct cause of discharge if municipality is responsible. Schedule the work through the appropriate municipal authority or department head.
 - c. Seek technical assistance from the Weber-Morgan Health Department or Utah Department of Water Quality, if needed.
 - d. Refer any suspected hazardous spills or releases to the Fire Department for handling and clean up.

- 3. Clean up
 - a. Confirm illicit discharge is removed or eliminated by follow-up inspection.
- 4. Documentation
 - a. Maintain records of notice of violation and penalties.
 - b. Document repairs, corrections, and any other actions required on Incident Tracking Form.

IDDE - Tracing Illicit Discharges

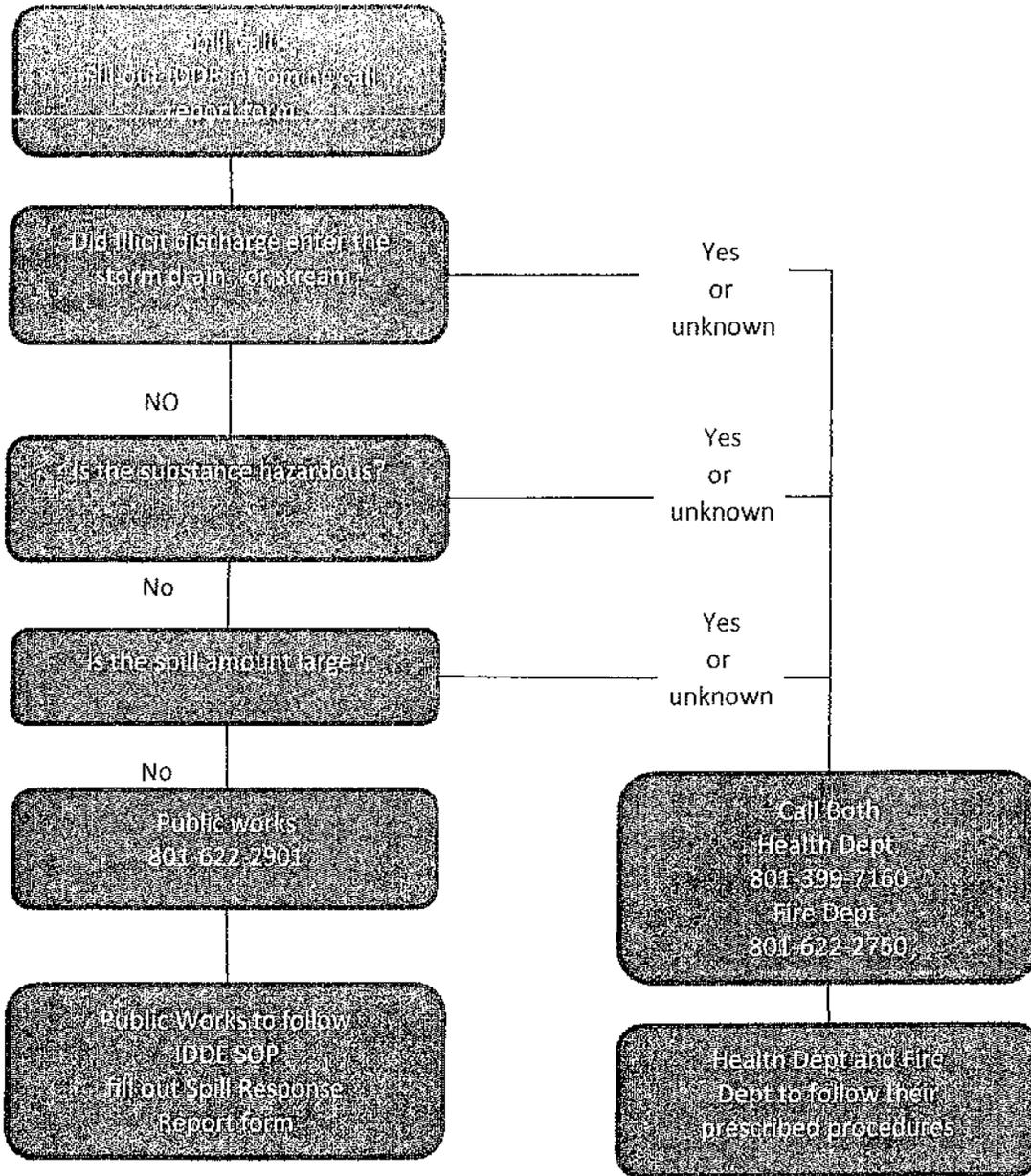
1. Preparation
 - a. Document using Incident Tracking Form or Outfall Inspection Form.
 - b. Obtain storm drain mapping for the area of the reported illicit discharge.
 - c. Gather all necessary equipment including: tape measure, clear container, clipboard with necessary forms, flashlight, and camera (optional).
2. Process
 - a. Survey the general area / surrounding properties to identify potential sources of the illicit discharge.
 - b. Trace illicit discharges using visual inspections of upstream points. Use available mapping to identify tributary pipes, catch basins, etc.
 - c. If the source of the illicit discharge cannot be determined by a survey of the area or observation of the storm drain system, then consider the following additional steps:
 1. Use weirs, sandbags, dams, or optical brightener monitoring traps to collect or pool intermittent discharges during dry weather.
 2. Smoke test or televise the storm drain system to trace high priority, difficult to detect illicit discharges.
 3. Dye test individual discharge points within suspected buildings.
 4. Consider collecting bacterial samples of flowing discharges to confirm/refute illicit discharge.
 - d. If the source is located, follow SOP IDDE - Removing Illicit Discharges.
 - e. If the source cannot be found, add the location to a future inspection program.
3. Clean up
 - a. Clean catch basin, clean storm drain, or initiate spill response, as applicable. Follow relevant SOPs.
4. Documentation
 - a. Document tracing results for future reference.

IDDE - Outfall Inspections

1. Preparation:
 - a. Know the past and present weather conditions. Conduct inspections during dry weather periods.
 - b. Gather all necessary equipment including:
Outfall Inspection Forms, flashlight, and camera (optional).
 - c. Obtain maps showing outfall locations and identifiers.
 - d. Obtain outfall description and observations from previous inspections, so the outfall can be accurately identified and observations compared.
2. Process
 - a. Perform an inspection of each outfall at least once per year. Whenever, possible use the same personnel for consistency in observations.
 - b. Identify each outfall with a consistent and unique identifier. For example "Burch creek-#1". Use maps and previous inspection reports to confirm the outfall identity and location.
 - c. If dry weather flow is present at the outfall, then document and evaluate the discharge by completing the following steps:
 - 1 Characterize and record observations on basic sensory and physical indicators (e.g., outfall condition, flow, odor, color, oil sheen) on the Outfall Inspection Form.
 2. Compare observations to previous inspections.
 3. If the flow does not appear to be an obvious illicit discharge (e.g., flow is clear, odorless, etc.), attempt to identify the source of the flow (groundwater, intermittent stream, etc.)
 - a. If an illicit discharge (such as raw sewage, petroleum products, paint, etc.) is encountered or suspected, follow the procedure of SOP IDDE - Tracing Illicit Discharges.
3. Cleanup - as necessary
4. Documentation
 - a. File completed outfall inspection forms.
 - b. Update maps if new outfalls are observed and inspected.

IDDE REPORTING FLOW CHART

SOUTH OGDEN CITY
INCIDENT RESPONSE FLOW CHART



FORMS

IDDE INCOMING CALL REPORT FORM

(For Phone Operator)

Date of Illicit Discharge _____ Time _____ Duration _____

Address of Discharge _____

Name of person discharging (If applicable) _____

Phone number of person making the call _____

Chemical name or identity of any substance involved in the release _____

Is substance hazardous? _____

Estimate of Quantity Spilled? _____

Did the illicit discharge enter a waterbody? (Lake or Stream)

Did the illicit discharge enter the storm drain system? (Manhole or storm drain pipe) Yes

No Any known or anticipated acute or chronic health risks for exposed individuals associated with the emergency spill:

See Illicit Discharge determination form

SPILL RESPONSE REPORT FORM
(For Public Works Crew)

Date of Spill _____ Time _____ Duration _____

Chemical name or identity of any substance involved in the release _____

Is it a hazardous substance? _____

Estimate of Quantity Spilled _____

Who Responded? _____

Cleaning Method Used _____

Any Discharge to Storm Drain? _____

Any known or anticipated acute or chronic health risks for exposed individuals associated with the emergency spill:

Where proper precautions taken, including evacuation, if necessary? _____

Was Spill Reported to the State? Yes No

ILLCIT DISCHARGE - INCIDENT TRACKING REPORT

Responder Information:

Incident ID#: _____ Call taken by: _____
Call date: _____ Call time: _____
Person dispatched for investigation of incident _____

Report Information:

Incident time: _____ Incident Date: _____
Caller Contact Information (optional): _____
Details: _____

Incident Location:

Latitude/longitude: _____
Stream address or Outfall Number: _____
Closest street address: _____
Details: _____

Inspector Observations (to be completed during site visit):

Narrative description: _____

Water quality observations from the incident location _____

Obvious debris/pollution: None _____, Trash _____, Foam _____, Staining _____
Scum _____, Oil/Film _____, Sewage _____, Other _____

Odor: None/Natural _____, Musty _____, Sewage _____, Petroleum _____, Chemical _____

Water clarity: Clear _____, Cloudy _____, Opaque _____

Precipitation in the past 3 days: No Yes Inches _____

Illicit discharge confirmed? No Yes Flow/Pollution source: _____

Suspected responsible party: _____

General comments: _____

Additional Information:

Actions taken: _____

SOUTH OGDEN CITY

Describe any follow up actions required

Inspector signature:

**HOT LINE CALL-IN RESPONSE
PROCEDURE**

SOUTH OGDEN CITY STORM DRAIN HOTLINE

The following phone numbers should be used to report illegal or suspicious storm water discharges in South Ogden City:

Monday through Friday between the hours of 7:00 a.m. and 3:30 p.m. **801-622-2901**

Outside of the hours indicted above, or on weekends **801-629-8221**

Hot line call-in procedures are outlined in the previous IDDE Procedures Section

APPENDIX D
DOCUMENTATION

The required documentation files are maintained by the South Ogden City Public Works Department

APPENDIX E

PERMITS AND ORDINANCES

**GENERAL PERMIT FOR THE DISCHARGES
FROM SMALL MUNICIPAL SEPARATE
STORM SEWER SYSTEMS (MS4s)**

The Utah State General Permit for the discharges from Small Municipal Separate Storm Sewer Systems (MS4s) can be viewed over the internet at www.deq.utah.gov/permits

**GENERAL PERMIT FOR THE DISCHARGES
FROM CONSTRUCTION ACTIVITIES**

The Utah State General Permit for the discharges from Construction activities can be viewed over the internet at www.deq.utah.gov/permits

**SOUTH OGDEN CITY CORPORATION
STORM WATER ORDINANCE**

The Ordinances that govern the management of storm water in South Ogden City Corporation can be viewed over the internet at www.southogden.com in Title 8, Chapter 4 of the City Code.

APPENDIX F

MISCELLANEOUS STORM WATER INFORMATION AND DOCUMENTATION

Other stormwater related information and documentation is maintained at South Ogden City Public Works.

Resolution No. 16-14

RESOLUTION OF SOUTH OGDEN CITY AUTHORIZING AMENDMENT OF THE AGREEMENT PRESENTLY EXISTING BETWEEN THE CITY AND THE CITY MANAGER BY EXTENDING THE TERM OF EMPLOYMENT FOR A THIRTY-SIX MONTH PERIOD; AUTHORIZING THE MAYOR TO SIGN THE RESOLUTION OF AMENDMENT ON BEHALF OF THE CITY; AND, PROVIDING FOR AN EFFECTIVE DATE.

SECTION I - RECITALS

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

WHEREAS, in conformance with UCA § 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,

WHEREAS, the City Council has previously entered into an employment agreement with the City Manager; and,

WHEREAS the City Council now desires to amend that agreement by extending the term and duration; and,

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

NOW, THEREFORE, BE IT RESOLVED by the City of SOUTH OGDEN as follows:

SECTION II - CONTRACT AMENDMENTS:

1. That the employment agreement existing between the City and the City Manager is amended to extend the term of that employment for a thirty-six month period to run from the 1st day of July, 2016.
2. That the Mayor may sign any and all documents necessary to effect this amendment.

SECTION III - PRIOR ORDINANCES AND RESOLUTIONS:

The body and substance of any and all prior Resolutions, with their specific 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 are in conflict with this Resolution, are, to the extent of 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 reason 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 17th day of May, 2016, 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 17th day of May, 2016.

SOUTH OGDEN CITY

James F. Minister
Mayor

ATTEST:

Leesa Kapetanov, CMC
City Recorder

ATTACHMENT "A"

Resolution No. 16-14

Resolution Of South Ogden City Authorizing Amendment Of The Agreement Presently Existing Between The City And The City Manager By Extending The Term Of Employment For A Thirty-Six Month Period; Authorizing The Mayor To Sign The Resolution Of Amendment On Behalf Of The City; And, Providing For An Effective Date.

17 May 16

AGREEMENT

THIS AGREEMENT made and entered into shall be and effective as of the 1st day of July, 2016, by and between **SOUTH OGDEN CITY, STATE OF UTAH**, Municipal Corporation of Utah, called "The City", and **MATTHEW J. DIXON**, called "Manager".

WITNESSETH

WHEREAS, the City desires to continue the employment of Matthew J. Dixon as City Manager of South Ogden City as provided by Ordinance No. 875; and,

WHEREAS, it is the desire of the City Council of South Ogden City as the governing body of the City, called "Council", to provide certain benefits and establish certain conditions of employment; and,

WHEREAS, it is the desire of the Council to:

- (1) Secure and retain the services of the Manager and to provide inducement for him to remain in such employment,
- (2) To make possible full work productivity by assuring the Manager's morale and peace of mind regarding future security; and,
- (3) To Provide a just means for terminating the Manager's services when he might be unable, fully, to discharge his duties or when the City may otherwise desire to terminate his employment, and

WHEREAS, the Manager desires to accept employment as City Manager of said City,

NOW THEREFORE, in consideration of the mutual covenants contained, the parties agree as follows:

SECTION 1. DUTIES. The City agrees to employ **MATTHEW J. DIXON** as City Manager ("Manager") of said City, to perform the functions and duties specified in said Ordinance No. 875, and to perform other legally permissible and proper duties and functions as the Council has assigned and may, from time to time assign. The Manager shall serve as chief administrative officer of the City and shall oversee the day to day operations of all City departments. The Manager shall advise the Mayor and Council on matters of policy, procedure and business affecting the City.

SECTION 2. TERM. The term of employment under this agreement shall be for a period, of thirty-six (36) months said term to run from July 1, 2016 through June 30, 2019. Absent any subsequent modification by the parties to the contrary, the term of this agreement will be determined by subsequent negotiation of the

parties. Otherwise, this Agreement may be terminated as set out at Section 4, below.

SECTION 3. PERFORMANCE EVALUATION. The Mayor and Council shall, at least annually, review and evaluate the performance of the Manager based on goals and objectives developed in writing and presented to and agreed upon by the Manager. Said review and evaluation shall be conducted under criteria developed jointly by the City and the Manager as set out, and as may otherwise be agreed, in writing, by the parties. The governing body shall provide the Manager with an adequate opportunity to read, review, and discuss his evaluation with the Council.

SECTION 4. TERMINATION AND SEVERANCE PAY. The Governing Body of the City may at its pleasure, and by majority vote, remove the Manager from office. Except in removal for proven malfeasance in office, the Council shall cause the Manager, upon his removal, to be paid any unpaid balance of his salary due to the date of his removal together with his salary and benefits at the same rate for the next six calendar months following the date of his removal or as otherwise provided below.

The amount of aggregate salary and benefits payable at termination as defined in this Section shall increase by one (1) month for each year of service rendered by the Manager, after completion of the third (3rd) year of employment with the city, to a maximum of twelve (12) months aggregate salary and benefits, including applicable contributions to URS and 401(k), including up to 50% of accrued sick leave not to exceed 480 hours, payable at termination.

Anything to the contrary notwithstanding, the Manager shall give the city not less than 30 days advance notice in the case of his resignation.

SECTION 5. DISABILITY TERMINATION. If the Manager is permanently disabled or otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity or other reasons for a period of three successive weeks beyond any accrued sick leave, or for twenty working days over a thirty working day period, the City shall, consistent with the then applicable provisions of federal and state law (by way of example but not limitation, the Americans with Disabilities Act and/or any similar state statutes) have the option, but not the obligation, to terminate this Agreement, subject to the severance requirements set out above.

SECTION 6. SALARY. The City agrees to pay the Manager for his services an annual base salary that base amount presently exists and as it may, from time to time, be adjusted by the Governing Body, which salary shall be payable in installments at the same time as other employees of the City are paid.

While the Manager is employed by the City, the parties, by mutual consent, may change the base salary or any other provision of this

Agreement and the City may, when deemed appropriate by the Mayor and Council, compensate the Manager above the terms of this Agreement for extraordinary and/or special services rendered.

SECTION 7. FRINGE BENEFITS. All provisions of the City's Personnel Policies and all other lawful rules and regulations relating to vacation, sick leave, retirement, pension system contributions, holidays, health and life insurance, executive leave, and other fringe benefits and working conditions as they now exist or may be amended or adopted, shall also apply to the Manager as they would to employees of the City including, but not limited to, the following:

- (a) Allowance For Use of Private Automobile. City will pay to Manager an automobile allowance per month as presently constituted, for use of the Manager's private automobile as presently provided. This amount shall be additional to, and to be included with Manager's annual salary
- (b) Vacation. Manager shall be credited 200 hours of vacation leave annually or as otherwise provided to all other department heads.
- (c) Sick Leave. The Manager shall accrue sick leave annually as otherwise provided to all other department heads as though manager had 10 years of tenure.
- (d) 401(k) Salary Match. The City agrees it will provide a "dollar for dollar match" into the then active and applicable 401(k) plan of the Manager up to an amount not to exceed one percent (1%) of Manager's total annual salary.
- (e) Phone Allowance. The manager shall be paid a telephone allowance of \$150 per month under the same terms and conditions as other department heads receiving a telephone allowance.

Notwithstanding any provisions of this section or this Agreement to the contrary, nothing in the City's Personnel Policies or any other lawful rules or regulations of the City shall modify or change the Manager's professional status or standing under the Fair Labor Standards Act, or similar legislation or rule.

SECTION 8. PROFESSIONAL STATUS. The manager is an educated and trained professional and consistent with the requirements of the position of City Manager, his working hours will vary. The Manager must devote much time outside of normal office hours attending the business of the City and, to that end, the Manager shall be allowed to schedule his time as he deems appropriate to accommodate the varying demands of such job-required activities as evening meetings, council meetings, legislative lobbying activities, and necessary weekend and holiday work.

SECTION 9. DUES AND SUBSCRIPTIONS. The City agrees to budget and pay for the professional dues and subscriptions of the Manager as the City may deem appropriate for his continuation and full participation in associations and organizations necessary and desirable for his continued professional participation, growth and advancement and for the good of the City.

SECTION 10. PROFESSIONAL DEVELOPMENT AND GENERAL EXPENSES. The City agrees, as it deems appropriate, to budget and pay for the costs of travel, lodging, miscellaneous and subsistence expenses of the Manager for professional and official travel. In addition to the foregoing, Manager is authorized to receive advance pay or reimbursement, at his discretion, for travel, lodging and subsistence expenses in order for a family member to accompany him on not more than one professional development trip per year within the continental United States.

SECTION 11. OUTSIDE EMPLOYMENT. Manager agrees to devote the time and attention necessary to perform his duties in a satisfactory manner and shall not, during the term of this Agreement, seek or perform outside consulting work without the express written approval of the Mayor.

SECTION 12. INDEMNIFICATION. The City shall defend, save harmless, and indemnify Manager against any tort, professional liability claim, or other legal action or claim arising out of an alleged act or omission in performing the Manager's duties as City Manager. The City shall provide necessary insurance to cover the Manager, including errors and omissions coverage as may reasonably be required to give full effect to this indemnification covenant.

SECTION 13. BONDING. The City shall pay the cost of a fidelity bond or other bonds required of the Manager as may those requirements may be established by applicable law or as may deemed advisable by the Manager or the City to obtain to protect the parties hereto.

SECTION 14. OTHER TERMS AND CONDITIONS OF EMPLOYMENT. The Council, in consultation with the Manager may fix any such other terms and conditions of employment as it may, from time to time, determine; provided such terms and conditions are not in conflict with the City Manager Ordinance or state or other applicable law.

No Reduction of Benefits. The City shall not during the term of the Agreement reduce the salary, compensation, or other financial benefits of the Manager, except to the degree of such a reduction across-the-board for all employees of the City.

SECTION 15. NOTICES. Notices under this Agreement shall be given by deposit in the U.S. Mail, postage prepaid, and certified, return receipt requested, addressed as follows:

The City:

South Ogden City Mayor and Council
3950 South Adams Ave.
South Ogden, Utah 84403

and

The Manager:

Matthew J. Dixon
2008 N. 3900 W.
Plain City, Utah 84404

SECTION 16. ENTIRE AGREEMENT. The terms as set out constitute the entire agreement between the parties and any changes hereto shall be reduced to writing and agreed upon by both parties. This Agreement shall be binding upon and inure to the benefit of the heirs, executors, and assigns of the parties. This Agreement shall become effective immediately upon signing by both parties and the terms shall be effective as of July 1, 2016.

If any provision or portion of this Agreement is or becomes invalid or unenforceable, then the remainder of the Agreement or portion shall be deemed severable and shall not be affected and remain in full force and effect.

IN WITNESS WHEREOF, SOUTH OGDEN CITY has caused this Agreement to be signed and executed in its behalf by its Mayor and duly attested by its City Recorder, and the Manager has signed and executed this Agreement, both in duplicate the day and year first above written.

DATED this 17th day of May, 2016

SOUTH OGDEN, a municipal corporation

by: _____
James F. Minster, Mayor

Attest:

Leesa Kapetanov, CMC
City Recorder

DATED this 17th day of May, 2016

Matthew J. Dixon, City Manager

City Council Staff Report



Subject: Property Relocation Contract
Author: Doug Gailey
Department: Administration
Date: 5/12/2016

Recommendation

To accept the relocation contract with Lamar Mabey and enter into the agreement according to the terms specified on the contract.

Background

The 40th Street Project will require the relocation of at least 4 residents and 2 commercial businesses. Lamar Mabey is willing to enter into a contract with the City and provide those services

Analysis

Significant Impacts

The total cost of the contract is \$91,850

Resolution No. 16-15

**RESOLUTION OF SOUTH OGDEN CITY APPROVING AN AGREEMENT
WITH LAMAR A.MABEY & ASSOCIATES, INC. FOR PROPERTY
ACQUISITION SERVICES, 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 property and programs; and,

WHEREAS, the City Council finds that the city staff recommends that the city approve an Agreement with Lamar A. Mabey & Associates, Inc., to provide for improvement in understanding and consistency in the City's Property Acquisition Services; and,

WHEREAS, the City Council finds that approving an agreement with Lamar A. Mabey & Associates, Inc. will materially assist in providing services and activities in the City's property acquisition services efforts related to its 40th street widening project; and,

WHEREAS, the City Council finds that City now desires to further those ends by approving an agreement with Lamar A. Mabey & Associates, Inc. to provide for such property acquisition 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 - South Ogden City Arts Council Created

The Lamar A. Mabey & Associates, Inc. Property Acquisition Services Proposal "Fee Agent Engagement Contract", Is Adopted As Set Out In Attachment "A", Attached Hereto And Incorporated Fully By This Reference, And The City Manager Is Authorized Is Authorized To More Fully Negotiate Any Remaining Details under the Agreement On Behalf Of the City and Then to Sign Any Documents Necessary To Give Effect To These Actions 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 17th day of May, 2016, 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 17th day of May, 2016**

SOUTH OGDEN CITY

James F. Minster
Mayor

ATTEST:

Leesa Kapetanov, CMC
City Recorder

ATTACHMENT "A"

Resolution No. 16-15

Resolution Of South Ogden City Approving An Agreement With Lamar A. Mabey & Associates, Inc. For Property Acquisition Services, And Providing That This Resolution Shall Become Effective Immediately Upon Posting And Final Passage.

17 May 16

SOUTH OGDEN CITY

FEE AGENT ENGAGEMENT CONTRACT

May 4, 2016

Agent: LaMar A. Mabey
Business: LaMar A. Mabey & Associates, Inc.
Address: 10511 Highline Circle
South Jordan, UT 84095
(801) 837-1990

Client: South Ogden City
Address: 3950 Adams Ave. #1
Ogden, Utah 84403

Contact: Matthew Dixon
Telephone: 801-622-2702
E-Mail: mdixon@southogdencity.com

Project Name 40th Street Reconstruction Project

Dear Matthew Dixon:

This contract constitutes the agreement between South Ogden CITY (CITY) and the acquisition agent, LaMar A. Mabey (AGENT). The AGENT agrees to deliver to CITY a completed acquisition package with signed contract or a completed condemnation file for each ownership.

Total for this contract: Not to exceed \$82,150.00

1. The CITY will provide the Agent with an acquisition packet that contains the following material:
 - A.. Ownership Report
 - B. Copies of Deeds, Easements, etc.
 - C. Right of Way Map on each parcel
 - D. Contact information (phone numbers, mailing addresses, contact individual, etc.)

2. The AGENT will contact each owner personally. For those owners out of state or those living in remote places, owners are to be contacted by registered mail. The AGENT will present to the owner the following:
 - A. Ownership Report
 - B Right of Way Contract
 - C. Deed(s) and/or Easement(s)
 - D. Right of Way map covering the parcels that need to be acquired on each subject ownership
 - E. Private Property Rights Ombudsman's Booklet
 - F. Offer to Purchase Right of Way
 - G. Statement of Just Compensation
 - H. A copy of the appraisal or Administrative Compensation Estimate (ACE)

3. It will be the AGENT'S responsibility to maintain the Agent's Log, which contains the date of each contact with the owner and a summary of each negotiation and conversation. The AGENT will make contact with the property owners on a weekly basis. The AGENT will be responsible to follow UDOT procedures in any acquisition which may be found on UDOT's website.

4. The AGENT will create all right of way acquisitions forms required in the acquisition process through UDOT's ePM system. If other information is needed, such as construction maps, etc. contact the CITY's Project Representative. The AGENT is authorized to negotiate based on the approved compensation value of the parcels. If the AGENT and owner cannot reach a settlement, contact the CITY's Project Representative for all other approvals. The AGENT shall submit either a signed acquisition contract file or a condemnation file with a statement explaining the reason why negotiations failed.

5. Any construction features agreed upon, other than those shown in the construction plans, must have approval by the City Manager and must be included in the ROW contract.

6. The AGENT'S fee for work done pursuant to this agreement shall be billed at the rates outlined in this contract. The obligation to pay the AGENT'S fee is in no way conditional on the approved compensation value or the final negotiated amount. The AGENT'S fee includes all costs incurred by the AGENT in presenting the offer and concluding the negotiations. The amount does not include any testimony by the AGENT at trial, deposition, hearing or pre-trial consultations. If the AGENT fails to follow all these procedures as outlined or misrepresents the CITY, the AGENT waives his/her rights to payment.

7. The final acquisition packet or condemnation file must be completed and delivered to the CITY. Completion delays beyond the control of the AGENT or delays resulting from the actions of the CITY, shall require a re-negotiated due date. The AGENT shall provide prompt written notice to the CITY of unexpected conditions or other reasons that might cause a delay. The due date for the relocation packet shall be negotiated. If the CITY directs the AGENT to suspend or terminate the negotiation, the fee will be twenty percent (20%) of the agreed upon fee. All acquisition and relocation packets will be returned to the CITY.

9. Confidentiality: The acquisition and/or relocation packet shall be considered confidential. Negotiations and approved compensations shall not be revealed by the AGENT to other property owners or to the general public. The AGENT agrees to the conditions outlined in this contract.

10. **INDEMNITY – LIABILITY:** AGENT agrees to hold harmless and indemnify the CITY, its officers, employees and agents (Indemnified Parties) from and against all claims, suits and cost, including attorneys' fees for injury or damage of any kind, arising out of AGENT'S negligent acts, wrongful acts, and errors or omissions in the performance of this contract, and from and against all claims, suits and cost including attorney's fees for injury or damage of any kind, arising out of AGENT'S failure to inspect, discover, correct or otherwise address any defect, dangerous condition or other condition created by or resulting from AGENT'S negligent acts, wrongful acts, and errors or omissions in the performance of this contract.

The AGENT is an independent contractor contracted with the CITY. Any periodic plan and specification review or construction inspection performed by the CITY arising out of the performance of the contract, does not relieve the AGENT of its duty in the performance of the contract, or ensure compliance with acceptable standards.

PROJECT BILLING COSTS:

For this project the assigned agents (LaMar A. Mabey & Associates, Inc.) will have the following individuals / companies under him and will bill the CITY for their work. The AGENT will then be responsible for payment to those entities.

1. LaMar A. Mabey with LaMar A. Mabey & Associates Inc.

2. Shaun Eaton with LaMar A. Mabey & Associates, Inc.
 - a. 31 acquisitions at \$1,000 per assigned acquisition (ownership) = \$31,000
 - b. \$100.00 per hour for project management (setting up files, project management, working with the appraiser, reviewer, title company, city, and attending meetings, etc) not to exceed 200 = \$20,000
 - c. 1 kick-off meeting – 4 hours @ \$100 / hour = \$400
 - d. 6 project meetings –24 hours @ \$100 / hour = \$2,400.
 - e. 1 neighborhood meeting – 4 hours X 2 = \$800
 - f. Postage / office supplies not to exceed \$50
 - g. Administrative Compensation Estimate (ACE) – \$500 / parcel X 24 parcels = \$12,000

3. Brent Clark and BJ Clark with Valbridge / Free and Associates will do the appraisals for the project
 - a. Strip take over \$10,000 – 2 parcel X \$2,400 = \$4,800
 - b. Total acquisition (Commercial) – 2 parcel X \$2,800 = \$5,600
 - c. Residential URAR Appraisals – 4 parcels X \$400 = \$1,600

4. Ken Mitchell with Van Drimmelen Commercial Appraisers will do the appraisal reviews for the project
 - a. Residential URAR appraisal reviews 4 parcels X \$175 = \$700
 - b. Appraisal Reviews 4 parcels X \$700 = \$2,800

5. Any rework of the appraisal(s) and/or appraisal review (s) due to design changes will be in addition to this bid cost.

6. Jim Morris, Owner of Founders Title located in Layton, Utah will do any needed title work and closings for the project.

TOTAL COSTS \$82,150.00

By: _____ Dated: _____
 LaMar A. Mabey, SR/WA
 LaMar A. Mabey & Associates, Inc.

By: _____ Dated: _____
 Matthew J. Dixon
 South Ogden City Manager

City Council Staff Report



Subject: Engineering and Public Involvement Contract
Author: Doug Gailey
Department: Administration
Date: 5/13/2016

Recommendation

To accept the Engineering and Public Involvement contract with Horrocks and enter into the agreement according to the terms specified on the contract.

Background

The 40th Street Project is a large project and will require a great deal of communication with the public. Because of the acquisition of at least 6 properties, a public involvement team is needed to handle the communication. There is also a portion of the engineering work on the project that Wasatch Civil is unable to complete.

Analysis

Horrocks will act as the public involvement firm and will handle all communication to residents. Horrocks will also work with Wasatch Civil to provide engineering work on the project. They will complete the engineering portion that Wasatch civil is unable to do. The public involvement contract includes the implementation of a website by Horrocks that allows residents to see what the construction schedule is and make comments about potential issues as they arise.

Significant Impacts

The total cost of the public involvement portion of the contract is \$20,330.50. The engineering estimate for the contract is \$172,320.

Resolution No. 16-16

RESOLUTION OF SOUTH OGDEN CITY APPROVING AN AGREEMENT WITH HORROCKS ENGINEERS, INC. FOR PUBLIC INVOLVEMENT SERVICES, 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 property and programs; and,

WHEREAS, the City Council finds that the city staff recommends that the city approve an Agreement with Horrocks Engineers, Inc., to provide for improvement in understanding and consistency in the City's Public Involvement Services related to its 40th street widening project; and,

WHEREAS, the City Council finds that approving an agreement with Horrocks Engineers, Inc. will materially assist in providing services and activities in the City's Public Involvement Services efforts related to its 40th street widening project; and,

WHEREAS, the City Council finds that City now desires to further those ends by approving an agreement with Horrocks Engineers, Inc. to provide for such Public Involvement 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 - South Ogden City Arts Council Created

The Horrocks Engineers, Inc. "Engineering Services Agreement", Is Adopted As Set Out In Attachment "A", Attached Hereto And Incorporated Fully By This Reference, And The City Manager Is Authorized Is Authorized To More Fully Negotiate Any Remaining Details under the Agreement On Behalf Of the City and Then to Sign Any Documents Necessary To Give Effect To These Actions 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 17th day of May, 2016, 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 17th day of May, 2016**

SOUTH OGDEN CITY

James F. Minster
Mayor

ATTEST:

Leesa Kapetanov, CMC
City Recorder

ATTACHMENT "A"

Resolution No. 16-15

Resolution Of South Ogden City Approving An Agreement With Horrocks Engineers, Inc.
For Public Involvement Services, And Providing That This Resolution Shall Become
Effective Immediately Upon Posting And Final Passage.

17 May 16

ENGINEERING SERVICES AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____ 2016, by and between **SOUTH OGDEN CITY**, hereinafter called "OWNER" and **HORROCKS ENGINEERS, INC.**, a Utah corporation, hereinafter referred to as "HORROCKS" hereby acknowledge and reduce in writing an AGREEMENT made on or about the above date.

THAT WHEREAS, OWNER recognizes the need for professional and technical services relating to the 40th Street Widening Project, hereinafter referred to as "PROJECT."

WHEREAS, OWNER recognizes HORROCKS as having the necessary expertise and experience to perform the services for the PROJECT and that it is properly qualified and licensed in the State of Utah for this work;

NOW, THEREFORE, OWNER and HORROCKS agree as follows:

SECTION 1 - PROFESSIONAL SERVICES

1.1 The professional engineering services to be rendered by HORROCKS shall be as follows for each proposed Task as requested by OWNER:

Scope of work of the subject PROJECT will be attached to each task order.

SECTION 2

SECTION 3 - PAYMENT TO HORROCKS

3.1 It is hereby understood and agreed that HORROCKS will provide engineering services to OWNER in accordance with the scope of work (paragraph 1.1).

MONTHLY PROGRESS BILLINGS, CONTRACT MAXIMUM. For all services and materials pertinent hereto HORROCKS shall bill OWNER monthly at the specific billing rates for each staff type indicated on the attached projected labor hours and costs schedule (ATTACHMENT) for the actual number of hours worked by employees and the actual number of equipment hours or units used. The rates charged for services are based on the HORROCKS Fee Schedule in

effect as of the date of AGREEMENT.

- 3.2 DELAYS. HORROCKS is not responsible for damage or delay in performance caused by events beyond the control of HORROCKS. In the event HORROCKS services are suspended, delayed, or interrupted for the convenience of OWNER or delays occur beyond the control of HORROCKS, an equitable adjustment in HORROCKS time of performance, cost of HORROCKS personnel and subcontractors, and HORROCKS compensation shall be made.
- 3.3 PAYMENT TERMS. OWNER agrees to make prompt payments in response to HORROCKS invoices. OWNER recognizes that late payment of invoices results in extra expenses for HORROCKS. HORROCKS retains the right to assess OWNER interest at the rate of one percent (1%) per month, not to exceed 6% per annum, on invoices which are not paid within sixty (60) days from the date of invoice. HORROCKS also reserves the right, after seven (7) days prior written notice, to suspend performance of its services under this AGREEMENT until all past due amounts have been paid in full.

SECTION 4 - MISCELLANEOUS PROVISIONS

- 4.1 STANDARD OF PERFORMANCE. All of HORROCKS services under this AGREEMENT shall be performed in a reasonable and prudent manner in accordance with generally accepted engineering practices.
- 4.2 ADDITIONAL SERVICES. Engineering services or items which are not considered within the scope of work as set forth in paragraph 1.1 of this AGREEMENT may be provided by the HORROCKS under an extension of this contract or under separate contract with the OWNER.
- 4.3 SERVICES AND INFORMATION. OWNER shall furnish the HORROCKS available studies, reports, and other data pertinent to HORROCKS services; obtain or authorize HORROCKS to obtain or provide additional reports and data as required; furnish to HORROCKS services of others as required for the performance of HORROCKS services hereunder, and HORROCKS shall be entitled to use and rely upon all information and services provided by OWNER or others in performing HORROCKS services under this AGREEMENT.

4.4 ACCESS. OWNER shall arrange for access to and make all provisions for HORROCKS to enter upon public and private property as required for HORROCKS to perform services under this AGREEMENT.

4.5 OWNERSHIP AND RE-USE OF DOCUMENTS. Original documents, methodological explanations, drawings, designs, and reports generated by this AGREEMENT shall belong to and become the property of OWNER in accordance with accepted standards relating to public works contracts. Any additional copies, not otherwise provided for herein, shall be the responsibility of OWNER.

Documents, including drawings and specifications, prepared by HORROCKS pursuant to this AGREEMENT are not intended or represented to be suitable for reuse by OWNER or others on any other project. Any reuse of completed documents or use of partially completed documents without written verification or concurrence by HORROCKS for the specific purpose intended will be at OWNER's sole risk and without liability or legal exposure to HORROCKS; and OWNER shall indemnify and hold harmless HORROCKS from all claims, damages, losses, and expenses, including attorney's fees arising out of or resulting therefrom. Any such certification or adaptation of completed documents will entitle HORROCKS to further compensation at rates to be agreed upon by OWNER and HORROCKS.

4.6 INSURANCE. The HORROCKS maintains, at its own expense, workers compensation, comprehensive general liability, automobile liability, and professional liability insurance policies with limits at or above that which is reasonably required in the industry and will, upon request, furnish certificates of insurance to OWNER.

4.7 SUCCESSORS AND ASSIGNS. OWNER and HORROCKS, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the covenants of this AGREEMENT. Neither OWNER nor HORROCKS will assign, sublet, or transfer any interest in this AGREEMENT without the written consent of the other.

- 4.8 SEVERABILITY. If any provision of this AGREEMENT is held invalid or unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, or condition shall not be construed by the other party as a waiver of any subsequent breach of the same provision, term, or condition.
- 4.9 LIMITATION OF LIABILITY. HORROCKS potential liability to OWNER and others is grossly disproportionate to HORROCKS fee due to size, scope, and value of the PROJECT. Therefore, unless OWNER and HORROCKS otherwise agree in writing in consideration for an increase in HORROCKS fee, OWNER agrees to limit HORROCKS liability to OWNER to the greater of \$50,000.00 or the amount of HORROCKS fee for any loss or damage, including but not limited to special and consequential damages arising out of or in connection with the performance of services or any other cause, including HORROCKS professional negligent acts, errors, or omissions, and OWNER hereby releases and holds harmless HORROCKS from any liability above such amount.
- 4.10 INDEPENDENT CONTRACTOR. HORROCKS and OWNER agree that HORROCKS is an independent contractor. HORROCKS shall be solely responsible for the conduct and control of the work performed under this AGREEMENT. HORROCKS shall be free to render consulting services to others during the term of this AGREEMENT, so long as such activities do not interfere with or diminish HORROCKS ability to fulfill the obligations established herein to OWNER.

SECTION 5 - LEGAL RELATIONS

- 5.1 INDEMNIFICATION. Each party (the “indemnifying party”) agrees to indemnify and hold harmless the other party and any of its principals, agents, and employees, from and against all claims, loss, liability, suits, and damages including attorney’s fees, charges, or expenses to which such other party or any of them may incur to the extent they arise out of or result from any negligent act or omission caused by the indemnifying party or its agents or employees.
- 5.2 HAZARDOUS SUBSTANCE INDEMNIFICATION. With respect to claims, damages, losses, and expenses which are related to hazardous waste, pollutants, contaminants, or asbestos on or about the OWNER’s property,

OWNER shall, to the extent permitted by law and to the extent HORROCKS is not the cause of such waste, pollutants, contaminants, or asbestos, indemnify, and hold harmless HORROCKS and its employees, subconsultants, or agents from and against all such claims against HORROCKS related thereto.

- 5.3 CONTRACTOR'S METHODS, PRICES. HORROCKS has no control over the cost of labor, materials, equipment, or other services furnished by others, or over Contractor's methods of determining prices, or other competitive bidding or market conditions, practices, or omissions on the site. Any cost estimates provided by HORROCKS will be made on the basis of its experience and judgment. HORROCKS cannot and does not guarantee that proposals, bids, or actual PROJECT construction costs will not vary from cost estimates prepared by HORROCKS.
- 5.4 CONTRACTOR'S PERFORMANCE INDEMNIFICATION, ADDITIONAL INSUREDS. If the PROJECT involves construction of any kind, the parties agree that OWNER and HORROCKS shall be indemnified by the Contractor to the fullest extent permitted by law for all claims, damages, losses, and expenses, including attorney's fees, arising out of or resulting from Contractor's performance of work including injury to any worker on the job site except for negligence that arises out of the OWNER or HORROCKS. Both OWNER and HORROCKS shall be named as additional insureds by Contractor's General Liability and Builders All Risk insurance policies without offset and all Construction Documents and insurance certificates shall include wording acceptable to the parties herein with reference to such provisions.
- 5.5 CONTRACTOR'S SAFETY METHODS. HORROCKS shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by contractors or the safety precautions and programs incident to the work of contractors and shall not be responsible for Contractor's failure to carry out work in accordance with the Contract Documents.
- 5.6 LIMITATION OF RIGHTS. The services to be performed by HORROCKS are intended solely for the benefit of the OWNER. Nothing contained herein shall confer any rights upon or create any duties on the part of HORROCKS toward any person or persons not a party to this AGREEMENT including, but not limited to, any contractor, subcontractor, supplier, or the agents, officers, employees,

insurers, or sureties of any of them.

- 5.7 DISPUTE RESOLUTION. All disputes between HORROCKS and OWNER, with the exception of non-payment issues, shall first be subject to non-binding mediation. Either party may demand mediation by serving a written notice stating the essential nature of the dispute and demanding that the mediation proceed within sixty (60) days of service of notice. The mediation shall be administered by the American Arbitration Association or by such other person or organization as the parties may agree upon. No action or suit may be commenced unless (1) the mediation does not occur within ninety (90) days after service of notice, (2) the mediation occurs within ninety (90) days after service of notice but does not resolve the dispute, or (3) a statute of limitation would elapse if suit was not filed prior to ninety (90) days after service of notice.

SECTION 6 - TERMINATION OF AGREEMENT

- 6.1 This AGREEMENT may be terminated in whole or in part by either party in the event of substantial failure by the other party to fulfill its obligations under this AGREEMENT through no fault of the terminating party; providing that no such termination may be effected unless the other party is given (1) not less than thirty (30) days written notice (delivered by certified mail, return receipt required) of intent to terminate, and (2) an opportunity for consultation with the terminating party prior to termination.
- 6.2 If this AGREEMENT is terminated in whole or in part by OWNER for reasons of default by HORROCKS, a negotiated adjustment in the price provided for in this AGREEMENT shall be made, however, no amount shall be allowed for anticipated profit or unperformed services. If termination for default is effected by HORROCKS, the negotiated adjustment shall include a reasonable profit on that portion of the work performed. The equitable adjustment for any termination shall provide payment to the HORROCKS for services rendered and expenses incurred prior to the termination, in addition to termination settlement costs reasonably incurred by HORROCKS relating to obligations and commitments as a result of entering into this AGREEMENT.

SECTION 7 - ENTIRE AGREEMENT

7.1 This Engineering Services AGREEMENT shall remain in effect throughout the duration of the PROJECT. This AGREEMENT, including attachments incorporated herein by reference, represents the entire AGREEMENT and understanding between the parties, and any negotiations, proposals, or oral agreements are intended to be integrated herein and to be superseded by this written AGREEMENT. Any supplement or amendment to this AGREEMENT, to be effective, shall be in writing and signed by the OWNER and HORROCKS.

SECTION 8 - GOVERNING LAW

8.1 This AGREEMENT is to be governed by and construed in accordance with the laws of the State of Utah.

IN WITNESS WHEREOF, the parties hereto have subscribed their names through their proper offices duly authorized as of the day and year first above written.

SIGNATORY

HORROCKS ENGINEERS, INC.

SOUTH OGDEN CITY (OWNER)

By: _____

By: _____

James R. Horrocks, P.E.

President

Attest: _____

Attest: _____



		George Benford Principle-in-Charge (Principal Engineer II)		Shawn Shuler Project Manager (Engineer II)		Brandon Tucker Roadway Design Mgr. (Senior Engineer)		Dustin Richins Roadway Design Eng. (Engineer, PE)		Kat Yoder Roadway Design Eng. (EIT)		Nate Passey Designer/CAD (Design Technician II)		Terry Johnson Landscape/Aesthetics (Sr. Enviro.Specialist)		Kelly Ash Traffic/Signals (Sr. Assoc. Engineer)		Ashley Dowell Traffic/Signals (EIT II)		Jacob O'Bryant Utility Design Eng. (Engineer, PE)		TOTAL TASK HOURS	LABOR COST		
		\$167.00 per hour		\$122.00 per hour		\$140.00 per hour		\$107.00 per hour		\$77.00 per hour		\$73.00 per hour		\$130.00 per hour		\$143.00 per hour		\$92.00 per hour		\$107.00 per hour					
		HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST				
Task 1.0	Project Coordination and Meetings																								
	1 Project Meetings	12		24		8		8		20		4		4											
	2 Coordination	12		40		8		8		12		20		4											
	SUBTOTAL Task 1.0	24	\$4,008.00	64	\$7,808.00	16	\$2,240.00	8	\$856.00	32	\$2,464.00	24	\$1,752.00	8	\$1,040.00							176	\$20,168.00		
Task 2.0	Data Collection and As-Built Research																								
	1 Survey (WC)																								
	2 Collect as-Builts (WC)																								
	3 Collect Utility Maps			16								16													
	4 Gather ROW Information (Others)																								
	SUBTOTAL Task 2.0			16	\$1,952.00							16	\$1,168.00									32	\$3,120.00		
Task 3.0	Studies																								
	1 Geotech/Pavement Design (GSH)																								
	2 SNAP (A-Trans)																								
	3 Traffic Study (A-Trans)																								
	4 Drainage Study (WC)							2																	
	SUBTOTAL Task 3.0							2	\$214.00													2	\$214.00		
Task 4.0	Design - 15%																								
	1 Preliminary Geometry	2				8		20		40		20		4											
	2 Review Fatal Flaws	2		8		4		4		4		4													
	3 Review Utility Impacts	2		8		4		8		8		8													
	4 Review ROW Impacts	2		8		4		8		8		8													
	5 Final Design Concept	2		8		12		20		40		40													
	SUBTOTAL Task 4.0	10	\$1,670.00	32	\$3,904.00	32	\$4,480.00	60	\$6,420.00	96	\$7,392.00	76	\$5,548.00	4	\$520.00							310	\$29,934.00		
Task 5.0	Construction Documents																								
	1 30% Submittal	2				20		40		80		80		24											
	2 60% Submittal	2		8		16		60		120		160		40											
	3 90% Submittal	2		20		8		60		100		120		12											
	4 100% Final Submittal	2		8		4		20		60		80		2											
	SUBTOTAL Task 5.0	8	\$1,336.00	36	\$4,392.00	48	\$6,720.00	180	\$19,260.00	360	\$27,720.00	440	\$32,120.00	78	\$10,140.00							1150	\$101,688.00		
Task 6.0	Right-of-Way																								
	1 Delineate Existing ROW					2		4		8		8													
	2 Evaluate ROW Needs			8		2		4		16		8													
	3 Prepare ROW Legal Descriptions																								
	SUBTOTAL Task 6.0			8	\$976.00	4	\$560.00	8	\$856.00	24	\$1,848.00	16	\$1,168.00									60	\$5,408.00		
Task 7.0	Utility Coordination																								
	1 Evaluate Utility Impacts (WC)			8						8		8													
	2 Coordinate with Utility Companies			24																					
	SUBTOTAL Task 7.0			32	\$3,904.00					8	\$616.00	8	\$584.00									48	\$5,104.00		
Task 8.0	Public Involvement																								
	1 Public Involvement																								
	SUBTOTAL Task 8.0																								
Task 9.0	Construction Phasing Evaluation																								
	1 Evaluate Impacts to Businesses	2		8		4		8		8		8													
	2 Suggest Phasing	2		8		4		8		8		8													
	SUBTOTAL Task 9.0	4	\$668.00	16	\$1,952.00	8	\$1,120.00	16	\$1,712.00	16	\$1,232.00											60	\$6,684.00		
TOTAL HOURS		46		204		108		274		536		580		90								1838			
TOTAL LABOR			\$7,682.00		\$24,888.00		\$15,120.00		\$29,318.00		\$41,272.00		\$42,340.00		\$11,700.00								\$172,320.00		

TOTAL \$ 172,320.00

City Council Staff Report



Subject: Traffic Study Contract
Author: Doug Gailey
Department: Administration
Date: 5/12/2016

Recommendation

To accept the traffic study contract with A-Trans and enter into the agreement according to the terms specified on the contract.

Background

The design of the 40th Street Project will require a traffic study to determine the best design for the project. A-Trans is willing to enter into a contract with the City and provide that service.

Analysis

A-Trans will prepare a traffic study for the 40th Street Project corridor. This study will include evaluation of existing intersection capacities and configurations at all major intersections, and recommend intersection sizing and traffic control. Traffic counts, modeling and simulation are needed including the primary intersections at Adams and the offset intersection at Madison. Traffic signals / roundabouts have been recommended at these two intersections in the preliminary engineering report and the various alternatives for intersection control will be provided to determine how the design should proceed.

Significant Impacts

The total cost of the contract is \$20,760 which includes 4 meetings with the city.

Resolution No. 16-17

RESOLUTION OF SOUTH OGDEN CITY APPROVING AN AGREEMENT WITH A-TRANS ENGINEERING FOR 40TH STREET PROJECT CORRIDOR TRAFFIC STUDY SERVICES, 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 property and programs; and,

WHEREAS, the City Council finds that the city staff recommends that the city approve an Agreement with A-Trans Engineering, to provide as part of the City's 40th street widening project, a 40th Street Project Corridor Traffic Study with related services; and,

WHEREAS, the City Council finds that approving an agreement with A-Trans Engineering will materially assist in providing services and activities in the form of a 40th Street Project Corridor Traffic Study Services efforts related to its 40th street widening project; and,

WHEREAS, the City Council finds that City now desires to further those ends by approving an agreement with A-Trans Engineering to provide for such 40th Street Project Corridor Traffic Study 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 - South Ogden City Arts Council Created

The A-Trans Engineering "40th Street Traffic Study Proposal And Signal Design" Agreement, Is Adopted As Set Out In Attachment "A", Attached Hereto And Incorporated Fully By This Reference, And The City Manager Is Authorized Is Authorized To More Fully Negotiate Any Remaining Details Under The Agreement On Behalf Of The City And Then To Sign Any Documents Necessary To Give Effect To These Actions 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 17th day of May, 2016, 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 17th day of May, 2016**

SOUTH OGDEN CITY

James F. Minster
Mayor

ATTEST:

Leesa Kapetanov, CMC
City Recorder

ATTACHMENT "A"

Resolution No. 16-17

Resolution Of South Ogden City Approving An Agreement With A-Trans Engineering For 40th Street Project Corridor Traffic Study Services, And Providing That This Resolution Shall Become Effective Immediately Upon Posting And Final Passage.

17 May 16

May 11, 2016



RE: 40th Street Traffic Study Proposal and Signal Design – South Ogden, UT

A-Trans will prepare a traffic study for the 40th Street Project corridor. This study will include evaluation of existing intersection capacities and configurations at all major intersections, and recommend intersection sizing and traffic control. Traffic counts, modeling and simulation are needed including the primary intersections at Adams and the offset intersection at Madison. Traffic signals / roundabouts have been recommended at these two intersections in the preliminary engineering report and the various alternatives for intersection control will be provided to determine how the design should proceed. This modeling and simulation will also be available for the Public Involvement phase.

A report documenting the recommendations and identifying the traffic concerns and necessary improvements will be created. This will include graphics to support the study and all supporting documentation to be submitted to the governing agency. **The traffic analysis services described can be provide for \$20,760.** Coordination to complete the traffic study is included, including 4 meetings with the City. Any additional meetings for presentations, public meetings, City Council, etc. will be considered extra.

**40th Street TIA and Signal Design Traffic Study
Task Cost Report**

Review Existing data / Site visit
 Data collection and transfer to electronic format from collection (AM and PM)
 Existing Level of Service Analysis at intersections (AM , PM)
 Future Level of Service Analysis intersections
 Pedestrian Crossing evaluation
 Report Documentation and Graphics and Recommendations
 Coordination
 City meetings (4 assumed at the City Offices - includes Travel)

	Man Hours			Expense	Totals
	JP	Eng	Data		
	4.0	4.0		\$5,000	\$5,920
		4.0			\$320
	6.0	30.0			\$3,300
	5.0	15.0			\$1,950
	2.0	10.0			\$1,100
	5.0	24.0		\$200	\$2,870
	20.0			\$400	\$3,400
	12.0			\$100	\$1,900
Totals	54	87	0	\$5,700	\$20,760

City Council Staff Report



Subject: Property Relocation Contract
Author: Doug Gailey
Department: Administration
Date: 5/12/2016

Recommendation

To accept the relocation contract with CobbFendley and enter into the agreement according to the terms specified on the contract.

Background

The 40th Street Project will require the relocation of at least 4 residents and 2 commercial businesses. CobbFendley is willing to enter into a contract with the City and provide those services

Analysis

Significant Impacts

The total not to exceed budget for the six parcels, direct charges and estimated time for public and project meetings is \$17,900.

Resolution No. 16-18

RESOLUTION OF SOUTH OGDEN CITY APPROVING AN AGREEMENT WITH COBB, FENDLEY & ASSOCIATES FOR 40TH STREET PROJECT PROPERTY ACQUISITION SERVICES, 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 property and programs; and,

WHEREAS, the City Council finds that the city staff recommends that the city approve an Agreement with Cobb, Fendley & Associates, to provide as part of the City's 40th street widening project, 40th Street Project Property acquisition with related services; and,

WHEREAS, the City Council finds that approving an agreement with Cobb, Fendley & Associates will materially assist in providing services and activities in the form of 40th Street Project Property Acquisition Services efforts related to its 40th street widening project; and,

WHEREAS, the City Council finds that City now desires to further those ends by approving an agreement with Cobb, Fendley & Associates to provide for such 40th Street Project Property acquisition 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 - South Ogden City Arts Council Created

The Cobb, Fendley & Associates "Cost Proposal" Agreement, Is Adopted As Set Out In Attachment "A", Attached Hereto And Incorporated Fully By This Reference, And The City Manager Is Authorized Is Authorized To More Fully Negotiate Any Remaining Details Under The Agreement On Behalf Of The City And Then To Sign Any Documents Necessary To Give Effect To These Actions 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 17th day of May, 2016, 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 17th day of May, 2016**

SOUTH OGDEN CITY

James F. Minster
Mayor

ATTEST:

Leesa Kapetanov, CMC
City Recorder

ATTACHMENT "A"

Resolution No. 16-18

Resolution Of South Ogden City Approving An Agreement With Cobb, Fendley & Associates
For 40th Street Project Property Acquisition Services, And Providing That This Resolution
Shall Become Effective Immediately Upon Posting And Final Passage.

17 May 16

Cost Proposal – South Ogden City– Washington Blvd. to Gramercy Ave. 40th Street Project - Pin 880022

Cost and Price

Cobb, Fendley & Associates costs associated with the right of way relocation and acquisition services for the City of South Ogden (“the City”) for the Washington Blvd. to Gramercy Ave road improvement project to include the relocation and acquisition of four (4) residential owner(s)/tenant(s) and two (2) commercial owner(s) to the City are as follows:

SERVICES PROVIDED	DESCRIPTION	TOTAL
Residential Relocation / Acquisition	4 parcels @ \$2,300 each	\$9,200
Commercial Relocation / Acquisition	2 parcels @ \$2,800	\$5,600
Direct Charges	Not to exceed*	\$1,480*
Public Meetings / Project Meetings	Not to exceed*	\$1,620*
Total		\$17,900

Cobb Fendley will invoice on a per parcel basis (50% upon issuance of the 90 Day Notice and 50% upon clearing the parcel) for relocation and acquisition services a total of \$14,800 upon the scope of work not exceeding six (6) parcels as noted above. Direct costs are estimated at a not to exceed amount of \$1,480 (10% of consulting budget). There are three proposed project meetings and one proposed public meeting for an estimated 12 hours (3 hours each) at a rate of \$135 per hour or a not to exceed figure of \$1,620. In total, the not to exceed budget for the six parcels, direct charges, and estimated time for public and project meetings is a not to exceed figure of \$17,900.

DIRECT CHARGES			
Copies	@ \$0.10 each	Mileage*	@ \$0.54/mile
Postage FedEx	@ Cost	Other Expenses	@ Cost + 15%
Rental/MLS Data	@ Cost + 15%		

*Or current IRS allowable

GENERAL TERMS AND CONDITIONS OF THE AUTHORIZATION FOR PROFESSIONAL SERVICES

1. DIRECT EXPENSES

CobbFendley’s direct expenses shall be those costs incurred on or directly for the City’s project, including but not limited to necessary transportation costs including mileage at the current IRS rate, copies, postage/certified mail, rental/MLS data or other expense as noted in the table above. These direct expenses shall be billed with associated invoices in support of the charges as needed.

2. OUTSIDE SERVICES

When technical or professional services are furnished by an outside source, when approved by the City, an additional amount shall be added to the cost of these services by CobbFendley to cover CobbFendley’s administrative costs, as provided in the attached CobbFendley rate schedule.

3. COST PROJECTIONS

If included in CobbFendley’s scope of services, opinions or estimates of probable construction costs are prepared on the basis of CobbFendley’s experience and qualifications and represent CobbFendley’s judgment

as a professional generally familiar with the industry. However, since CobbFendley has no control over the cost of labor, materials, equipment or services furnished by others, over contractor's methods of determining prices, or over competitive bidding or market conditions, CobbFendley cannot and does not guarantee, represent or warrant that proposals, bids, or the actual construction cost will not vary from CobbFendley's opinions or estimates of probable construction cost.

4. PROFESSIONAL STANDARDS

CobbFendley agrees to perform its services in accordance with the standard of professional care used by other practicing professional engineers of ordinary prudence in the same field of engineering and performing the same type of work in the City's community under the same or similar circumstances. CobbFendley makes no other warranty, expressed or implied.

5. TERMINATION

Either the City or CobbFendley may terminate this authorization by giving 30 days written notice to the other party. In such event, the City shall forthwith pay CobbFendley in full for all work previously authorized and performed prior to effective date of termination. If no notice of termination is given, the relationships and obligations created by this Authorization shall be terminated upon completion of all applicable requirements of this Authorization. Failure by the City to make payments when due shall be cause for suspension of services or, ultimately, termination, unless and until CobbFendley has been paid in full all amounts due for services, expenses and other related charges, including interest on past due amounts.

6. OWNERSHIP OF DOCUMENTS

All documents prepared or furnished by CobbFendley pursuant to this Agreement are instruments of CobbFendley's professional service, and CobbFendley shall retain an ownership and property interest therein, including all copyrights. CobbFendley grants the City a license to use instruments of CobbFendley's professional service for the purpose of constructing, occupying or maintaining the project. Reuse or modification of any such documents by the City, without CobbFendley's written permission, shall be at the City's sole risk, and the City agrees to indemnify and hold CobbFendley harmless from all claims, damages and expenses, including attorneys' fees, arising out of such reuse by the City or by others acting through the City.

7. USE OF ELECTRONIC DOCUMENTS

Copies of documents that may be relied upon by the City are limited to the printed copies (also known as hard copies) or fully-scaled PDF files that are signed and sealed by CobbFendley's authorized design professionals. Files in electronic formats, or other types of information furnished by CobbFendley to the City such as text, data or graphics, are only for convenience of the City. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. When transferring documents in electronic formats, CobbFendley makes no representations as to long-term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems or computer hardware differing from those in use by CobbFendley at the beginning of this project.

8. HAZARDOUS ENVIRONMENTAL CONDITIONS

CobbFendley shall have no liability or responsibility for the discovery, presence, handling, removal, disposal, cleanup, or exposure of persons or other property to underground substances, hazards, or conditions or other latent substances, hazards or conditions (including but not limited to contaminants, pollutants, chemicals or other hazardous or toxic solids, liquids or gases of any kind), the City acknowledges that CobbFendley is performing professional services for the City and CobbFendley is not and shall not be required to become an "arranger," "operator," "generator" or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA)

9. FORCE MAJEURE

Neither party shall be deemed in default of this agreement to the extent that any delay or failure in the performance of its obligations results from any cause beyond its reasonable control and without its negligence.

10. CONSTRUCTION PHASE SERVICES

If this Agreement provides for any construction phase services by CobbFendley, it is agreed that the Contractor, not CobbFendley, is responsible for the construction of the project, and that CobbFendley is not responsible for the acts or omissions of any contractor, subcontractor or material supplier; for safety precautions, programs or

enforcement; or for construction means, methods, techniques, sequences and procedures employed by the Contractor. CobbFendley shall not be obligated to make exhaustive or continuous on-site inspections to check the quality or adequacy of construction or to verify that the work or materials of any contractor, subcontractor or materials supplier is in compliance with the plans and specifications.

11. LIMITATION OF LIABILITY FOR DAMAGES

IN THE EVENT THAT THE CITY SHALL MAKE ANY CLAIM OR FILE ANY SUIT FOR DAMAGES AGAINST COBBFENDLEY ARISING OUT OF OR RELATED TO COBBFENDLEY'S PERFORMANCE OR NON-PERFORMANCE OF THE SERVICES TO BE PROVIDED UNDER THIS AGREEMENT, COBBFENDLEY'S LIABILITY TO THE CITY FOR ANY SUCH DAMAGES SHALL BE LIMITED TO ACTUAL AND DIRECT DAMAGES TO AN AMOUNT NOT TO EXCEED THE AMOUNT FEES CHARGED BY COBBFENDLEY TO THE CITY HEREUNDER. COBBFENDLEY SHALL HAVE NO LIABILITY FOR ANY CONSEQUENTIAL OR INDIRECT DAMAGES, INCLUDING BUT NOT LIMITED TO LOST PROFITS, LOST BUSINESS OPPORTUNITIES, ADDITIONAL OVERHEAD, OR DAMAGES FOR LOSS OF USE OR LOSS OF PRODUCTION.

12. INDEMNIFICATION

Notwithstanding anything in this document to the contrary, CobbFendley hereby assumes responsibility for and agrees to reimburse City for all liabilities, obligations, losses, damages, penalties, claims, actions, costs and expenses (including reasonable attorneys' fees) of whatsoever kind and nature, imposed on, incurred by or asserted against City that in any way relate to or arise out of a claim, suit or proceeding, based in whole or in part upon the negligent conduct of CobbFendley, its officers, employees and agents, or arose out of service provided by CobbFendley to City, to the maximum extent permitted by law.

13. ALTERNATIVE DISPUTE RESOLUTION

In the event that any dispute shall arise between the City and CobbFendley regarding the parties' rights or obligations under this Agreement, the parties shall, as a condition precedent to taking any action against one another make a good faith effort to resolve such disagreements by negotiation and/or non-binding mediation.

14. LEGAL EXPENSES

In the event that legal action is brought by the City or CobbFendley against the other party to enforce any of the obligations hereunder or arising out of any dispute concerning the terms and conditions hereby created, the losing party shall pay the prevailing party such reasonable amounts for fees, costs and expenses as may be set by the court.

15. PAYMENT TO COBBFENDLEY

Monthly invoices will be issued by CobbFendley for all work performed under the terms of this agreement. Invoices are due and payable upon receipt. Interest at the rate of 0.5% per month may be charged on all amounts not paid within thirty (30) days after receipt, unless not permitted by law, in which case, interest will be charged at the highest amount permitted by law.

If the City is not the OWNER, the City agrees to pay CobbFendley within 10 working days of receipt of payment from OWNER.

Pending resolution of any dispute concerning any portion of any invoice submitted by CobbFendley, all undisputed portions shall be paid in accordance with this paragraph.

Progress payments on CobbFendley fees for percentage of project complete and out-of-pocket expenses incurred will be due and payable upon receipt of invoice at the end of each month. Should invoices not be paid within thirty (30) days from date of invoice, interest thereon at a rate equal to 0.5% per month on the unpaid balance shall be added each month to the sum shown as due by the invoice beginning with the date of invoice.

If payment is not received within 60 days from date of invoice, CobbFendley retains the right to cease further work on the project until such time that the overdue invoices are paid. CobbFendley also retains the right to withhold final approved plans and other deliverables until all overdue invoices are paid.

16. AUTHORIZATION OF OWNER

The City hereby authorizes CobbFendley to enter upon the property for the purpose of conducting CobbFendley services thereon. If the City is not the Owner of the property, the City agrees to obtain such authorization from the Owner and provide same in writing to CobbFendley.

17. CONTRACT DOCUMENTS

This signed Authorization, together with the outlined General Terms and Conditions of the Authorization for Professional Services and CobbFendley Rate Schedule noted above represents the entire and integrated agreement between the City and CobbFendley and supersedes all prior negotiations, representations or agreements, either written or oral. This agreement may only be amended by written instrument signed by both parties.

18. SALES TAX

To the extent that state sales taxes apply to any of the services or materials to be provided hereunder, such taxes are in addition to and are not included in the proposed fees of this Authorization.

19. BENEFICIARIES AND ASSIGNMENT

This agreement is made for the sole benefit of the City and CobbFendley and nothing in this agreement shall create a contractual relationship or cause of action in favor of any third party against either the City or CobbFendley. This agreement may not be assigned without the written consent of both the City and CobbFendley.

20. Project Unknowns

The project has been scoped but there are unknowns associated with the ongoing effort needed to provide the project management, acquisition and relocation services. Unknowns could include multiple relocations if more than one family lives in the home, rental studies completed for owners who cannot qualify for financing, and landlord and tenant rental studies if the homes are income properties. These situations could change the scope of work and require multiple studies and claims. This would be an additional cost.

Scope of Work

CobbFendley is required to provide right of way services for the City for the Project listed below. CobbFendley may not modify any of the City's standard right of way documents. CobbFendley will follow the Uniform Relocation Act; Right of Way Operation Manual; Design Manual, and will comply with all applicable Utah and federal laws and Administrative Rules in all real estate services provided for this project.

Pin #: **880022**

Project Name: Washington Blvd. to Gramercy Ave. 40th Street Project

CobbFendley will be responsible for supervising staff and CobbFendley agents who are specialized in one or more of the following fields, if applicable: appraisal of real property, appraisal review, and real property acquisition or relocation assistance. The City's Right of Way Project Lead will delegate work assignments, monitor quality of work and will provide input on performance. CobbFendley will provide consultation, make recommendations, give appropriate advice, and perform the necessary services.

This is not an all-inclusive list of possible duties to be performed by CobbFendley. CobbFendley may be expected to perform other duties as assigned for the above referenced project or for other City projects. The City will determine the hours of work to meet the needs of the project.

Task 1 Administrative Support

1.1 Scheduling and Coordination: If directed by the City, CobbFendley will schedule and coordinate the Home Inspection, Appraisal, Review Appraisal, and Title Reports. Once the review appraisal is completed CobbFendley will submit the appraisal & review to the City's Manager for Approval of Just Compensation.

1.2 Approval Procedures QA/QC: CobbFendley will perform quality review and quality checks of all reports, documents, acquisition files and condemnation files before they are submitted to the City for final review/approval. QA/QC procedures will follow City Policy and Procedures.

1.3 Special Conditions: All information for appraisal, acquisitions and condemnations will be scanned and entered into Project Wise. The files will be named and attributed in accordance with "Right of Way Projectwise Guide".

1.4 Weekly meetings: Weekly meeting will be conducted upon the request of the City Manager.

1.5 Invoices: Prepare and submit monthly invoices and progress Reports.

1.6 Deliverables: Monthly invoices and weekly updates.

1.7 General Tasks: CobbFendley will ensure QA/QC plan is followed.

1.8 Closing Tasks: CobbFendley will verify all acquisitions closing at a title company have the following scanned into Projectwise for each parcel:

- a. Copy of the recorded deed;
- b. Copy of the final signed HUD Settlement Statement; and
- c. Input all recording information into ePM.

Task 2 Acquisition Services

2.1 Acquisition package: The City will provide CobbFendley with an acquisition file that contains the following material:

- a. Ownership Report;
- b. Copies of Deeds, Easements, etc.;
- c. Right of Way Map on each parcel;
- d. Appraisal; and
- e. Review appraisal / stamped by ROW Lead for Just Compensation approval.

2.2 Negotiations: CobbFendley will contact each owner personally. For those owners out of state or those living in remote places, owners are to be contacted by registered mail. CobbFendley will present to the owner the following, but not limited to:

- a. Brochure "Acquiring Property for Utah's Transportation System";
- b. Offer to Purchase;
- c. Ownership Report;
- d. Statement of Just Compensation;
- e. Right of Way Contract;
- f. Deed(s) and/or Easement(s);
- g. Right of way map covering the parcels that need to be acquired on each subject ownership;
- h. Executive Summary of Property Owner's Rights; and
- i. Appraisal.

2.3 Logs: It will be CobbFendley's responsibility to maintain and post entries into the Agent's Log within 24 hours after each and every contact or attempted contact with the property owner. Each entry will contain the date of each contact or attempted contact with the owner and a summary of each conversation and negotiation. The Agent will be responsible to follow City policy and procedures in every acquisition. Agent is expected to make bi-weekly contact with the owner at a minimum.

2.4 Weekly updates: CobbFendley is responsible to email weekly updates to the City Manager every Thursday.

2.5 Contracts and documents: CobbFendley will be provided the necessary contracts and all other forms required in the acquisition process and will be responsible for completing these forms.

- a. If other information is needed, such as construction maps, etc., contact the City Manager.
- b. CobbFendley is authorized and will negotiate based on the approved compensation value. If they cannot reach a settlement, CobbFendley will contact the City Manager for all other approvals.
- c. If a tenant or lessee occupies the subject property under an agreement of leasehold interest, CobbFendley is required to have, both, the property and tenant/lessee sign the right of way contract.
- d. Any additions and/or alterations to standard contract verbiage must be approved in writing (e-mail) by the City Manager. A copy of these e-mail approvals must be submitted with the completed package.

2.6 Failed negotiations: If CobbFendley is unable to settle with the property owner within a 30 day negotiation period, CobbFendley shall contact the City Manager to discuss issues and solutions which may include:

- a. 4 Options Letter which must be approved by the City Manager
 - i. This will be a 3 Options Letter if the ROO is already signed.
 - ii. CobbFendley will have two weeks from the date of delivery of the 4/3 options letter to discuss the Property Owner's decision concerning ROO.
- b. Right of Occupancy (ROO)
 - i. ROO must be turned in with an outline of the issues and an action plan with dates and solutions.
 - ii. CobbFendley is required to have weekly contact with the property owner to try and resolve the issues.
 - iii. File must be turned in to the City Manager with either a signed contract or a complete condemnation file.
- c. Condemnation - CobbFendley is required to have the condemnation file completed within 120 of the signed ROO if negotiations are not successful.

2.7 Construction features: Any construction features agreed upon, other than those shown in the construction plans, must have approval by the City Manager and City Engineer in charge of design to be included in the ROW contract.

2.8 Final File: The final acquisition or condemnation packet will be completed and delivered to the City as agreed in this scope of work. A final acquisition file is either a completed acquisition package with signed contract or a submitted condemnation file. Two copies are required if a condemnation file is submitted.

2.9 FEES: CobbFendley's fee for work done pursuant to this agreement shall be billed at the rates outlined in this contract. The obligation to pay CobbFendley's fee is in no way conditional on the approved compensation value or the final negotiated amount. CobbFendley's fee includes all costs incurred by CobbFendley in presenting the offer and concluding the negotiations. The amount does not include any testimony by CobbFendley at trial, deposition, hearing or pre-trial consultations. If CobbFendley fails to follow all these procedures as outlined or fails to perform the necessary services, CobbFendley waives his/her rights to payment.

2.10 Deliverables:

- a) Completed acquisition package with signed contract or a complete condemnation file (2 copies) shall be promptly delivered to the City.
- b) Completion delays beyond the control of CobbFendley or delays resulting from the actions of the City may require a re-negotiated due date. CobbFendley shall provide prompt written notice of unexpected conditions or other reasons that might cause a delay to the City.

- c) All files will be placed in Projectwise and named and attributed in accordance with the City's "Right of Way Projectwise Guide".

Task 3 Relocation Services

3.1 Relocation Study: For relocation work, the Agent will follow and comply with the Uniform Relocation Assistance and Real Property Acquisition Policy of 1970 as Amended and the New Rules Modification, 02/03/05 (URA). The Agent will personally interview each displace and prepare a relocation study for Agency approval. The agent will present the relocation study package to the displacee with the following documentation:

- a) Relocation Brochure
- b) Housing study Grid with comparable homes
- c) Grid Analysis
- d) Housing study
- e) Moving expenses work sheet
- f) Incidental expenses worksheet/example
- g) Notice of Eligibility
- h) 90 day notice to vacate

3.2 Study Approval: Agent will prepare the relocation study and submit the study, memo, 90 day notice, notice of eligibility to Lead Agent for approval prior to discussing the amounts with the property owner.

3.3 Hours: The Agent is to keep a log of total hours spent on relocation activities to support the fee invoiced.

3.4 Owner contact: The agent will remain in contact with the displacee throughout the relocation process and assist the displacee with advisory services and completing claim forms.

3.5 Deliverables: Completed relocation package with all notices, studies, and submitted claims. The due date for the relocation packet shall be negotiated.

3.6 Project Unknowns: The number of relocations has been identified but there may be additional work associated with the relocation services. This may include rental studies for owners who may not qualify for financing or more than one family that lives in the home. If there are multiple studies and claims, CobbFendley may incur additional costs.

General

Project Unknowns:

Fee Type: The contract between the Subcontractor and the City will be a cost plus fixed-fee with a not to exceed amount as outlined in the attached cost estimate. If at any time during the project, additional items are deemed necessary, a modification may be prepared to ensure all parties are in agreement with any necessary changes. No work will occur unless it is covered within an approved work plan and cost estimate.

Change Procedures: Changes to completed or partially completed work products shall be controlled. Any changes which may require a change to the project scope, schedule or budget are to be brought to the attention of and approved, in writing, by the City Manager.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

City of South Ogden

Cobb, Fendley & Associates, Inc.



Signature

Signature

Print Name

Todd Keizer

Print Name

Title

Right of Way Manager

Title

Adams Intersection Design

As requested, a signal design will be provided for the intersection of 40th Street and Adams Ave. We will coordinate with Wasatch Civil to provide the design electronically with the assumption that Wasatch Civil will provide in AutoCAD the following documents:

- Design Ready Survey base file (topo dwg file, and surface, xml file)
- Survey Control and Centerline stationing for both roadways
- Utility base files (Existing and Proposed)
- Existing ROW Base file
- Proposed Roadway Line work base file
- Proposed and existing grade Profile for all approach roadways.
- Pavement design
- Any CAD standard or templates that must be adhered too.

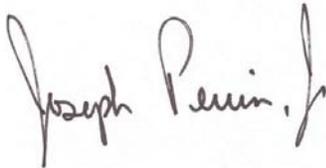
A-Trans Engineering will deliver the following items of the Civil package:

- Cover Sheet (1 sheet)
- Quantity Summary and Notes Sheet (1 sheet)
- Signal Plan Sheet (up to 2 sheets)
- Conduit and wiring Sheet (2 sheets)
- Detail Sheet (up to 2 sheets)
- Signage and Striping Sheet (1 sheet)
- Utility conflict sheet

The cost for this signal design portion is not to exceed \$19,000 based on the assumed information being provided as identified above.

Please contact me with any questions.

Sincerely,
A-Trans Engineering



Joseph Perrin, PhD, PE, PTOE
Principal

Notice to Proceed - Signature Above
Print Name:

Date

City Council Report

Subject: Application to Amend Title 11 of the City Code
(Subdivision Regulations)

Author: Mark Vlastic

Department: Planning & Zoning

Date: May 12, 2016



Background

Several changes to Title 11- Subdivision Regulations are proposed, primarily to clean up some inconsistencies and to clarify the role of the city council in the approval process (i.e to remove the city council from decisions related to approving subdivisions)

The following is a summary of the proposed changes. ~~Red text with strikethrough~~ indicates existing text contained in the title to be removed; **blue text** is text to be added.

Chapter 3

DESIGN STANDARDS

11-3.1-E PARKS, SCHOOL SITES AND OTHER PUBLIC PLACES

2. Such sites shall be indicated on the preliminary plan, in accordance with the city's adopted comprehensive plan and shall be referred to the ~~city council and/or~~ school board for their concurring

11-3-2-1 GUARANTEE OF IMPROVEMENTS

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 finance director 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~~ **planning commission**, 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 finance director and city attorney.

b. The subdivider may deposit in escrow with an escrow holder approved by the finance director and city attorney an amount of money equal to the cost of improvements, plus ten percent (10%) contingency/inflation factor, as estimated by the city engineer, for improvements not then installed, under an escrow agreement conditioned upon the installation of the improvements within two (2) years from the approval of the subdivision plat by the ~~city council~~ **planning commission**, as aforesaid. The escrow agreement aforesaid shall be approved by the finance director and 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.

Chapter 5

IMPROVEMENTS

11-5-2-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. [All petitions to alter or amend a subdivision plat shall be reviewed and approved by the planning commission.](#)

Discussion/Analysis

The proposed changes were proposed by staff and reviewed and approved by the South Ogden City Attorney.

Recommendation

Staff recommends that the Planning Commission forward the proposed changes to the City Council for adoption.

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 planning commission. (Ord. 16-04, 1-19-2016, eff. 1-19-2016)

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, unless such subdivision has been created under 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. 16-04, 1-19-2016, eff. 1-19-2016)

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 defined therein. The word "shall" is mandatory.

ALLEY: A public thoroughfare with a minimum easement width of twenty feet (20') but which otherwise meets the requirements of the city's "Public Works Standard Drawings, Details And Technical Specifications". Alleys shall be approved only in accordance with the provisions of subsection [11-3-1B9](#) of this title. See also definition of Street, Public Or Public Alley.

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 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.

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 upon recommendation of the planning commission.

OFFICIAL MAP: A map adopted by the city council under Utah code section 10-9a-407 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.

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

PLANNING COMMISSION: The South Ogden City planning commission.

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.

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 trafficway 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 ($1/2$) 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.

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 the 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 land shall 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. Incorporating one or two (2) of these elements into a development does not make that development a PRUD. The combination of all of these elements is necessary for the development to be considered and approved as a PRUD.

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. (Ord. 16-04, 1-19-2016, eff. 1-19-2016)

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

[Footnote 1](#): See [title 10, chapter 12](#) of this code for zoning provisions.

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.

B. Preliminary Plan Filing: A preliminary plan shall be prepared in conformance with the "Public Works Standard Drawings, Details And 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, gas company, telephone company, and other public service utility providers, 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.

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 twenty four inch by thirty six inch (24" x 36") 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 one foot (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 stormwater drainage facilities and other proposed improvements, such as planting and parks, and any grading of individual lots.

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 preparing the final plat improvement drawings and specifications for the minimum improvements required by this title and the "Public Works Standard Drawings, Details And 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.

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. 16-04, 1-19-2016, eff. 1-19-2016)

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 ten (10) 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 ($\frac{1}{2}$ ") border on top, bottom and right sides, left side border shall be one and one-half inches ($1\frac{1}{2}$ ").

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 centerlines 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, stormwater 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 acknowledgment.
- e. Planning commission's certificate of approval.
- f. City engineer's certificate of approval.
- g. City attorney's certificate of approval.

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: Construction drawings shall conform with South Ogden City "Public Works Standard Drawings, Details And Technical Specifications" and as stated in subsection [11-2-3C](#) of this chapter.

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.)

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 for his/her 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.
2. No plats shall be recorded in the office of the county recorder and no lots identified 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. 16-04, 1-19-2016, eff. 1-19-2016)

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 to construct 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. 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.
3. 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 planning commission and finance director 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 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 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.
7. Construction: Construction of improvements shall not proceed until recording of the plat has been accomplished.
8. Intermediate Inspection: At completion of construction, the city engineer shall make an inspection of all improvements and shall inform the subdivider of the results of the inspection. "As built drawing" prints shall be submitted to the city engineer prior to his making this inspection.
9. 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 planning commission and subdivider and if all work is satisfactory, a recommendation will be made to release the escrow or other security held by the city. (Ord. 16-04, 1-19-2016, eff. 1-19-2016)

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. 16-04, 1-19-2016, eff. 1-19-2016)

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 when the preliminary plan is submitted to the planning commission, arterial and/or collector streets shall be provided as required by the planning commission, with minimum widths according to "Public Works Standard Drawings, Details And 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 And Technical Specifications".
4. Terminal Streets (Cul-De-Sacs):
 - a. Terminal streets (cul-de-sacs) shall be designed and constructed under "Public Works Standard Drawings, Details And Technical Specifications".
 - b. Where a street remains only temporarily as a dead end street, an adequate asphalt/road base temporary turning area shall be provided as stated in the "Public Works Standard Drawings, Details And Technical Specifications" 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 shall be designed and constructed under "Public Works Standard Drawings, Details And Technical Specifications".
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 stated in the "Public Works Standard Drawings, Details And Technical Specifications" 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 found to be necessary by the planning commission.

The alley cross section shall be approved by the planning commission, following the "Public Works Standard Drawings, Details And Technical Specifications" as closely as possible.

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 the 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 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 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. Arrangement And Design: 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. Area And Width: 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. In accordance with cluster subdivision provisions of the zoning title.

3. Abutting On A Public Street: 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, Details And Technical Specifications". 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, may nevertheless 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 shall 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, in accordance with the city's adopted comprehensive plan and 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. If annexation is required as part of the subdivision approval process, site acquisition negotiations may occur during annexation of the land to the city under 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 planning commission, shall be required to file with the city 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. 16-04, 1-19-2016, eff. 1-19-2016)

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 timetable following the date of recording of the final plat under 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 in

"Public Works Standard Drawings, Details And Technical Specifications" and under the inspection of the Weber-Morgan County health department.

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.
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 planning commission 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 planning commission and city engineer.
 - 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 drainfield 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 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.
 - 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, for such conflict, shall control.
3. Stormwater: The planning commission will require the subdivider to manage and dispose of stormwater per the city engineer's recommendations and any citywide stormwater management plan. 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 under the "Public Works Standard Drawings, Details And Technical Specifications" adopted by the city council.
5. Curbs And Gutters: Curbs and gutters shall be installed on existing and proposed streets by the subdivider under the "Public Works Standard Drawings, Details And Technical Specifications" 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 planning commission after recommendation by the city engineer under the "Public Works Standard Drawings, Details And Technical Specifications" adopted by the city council.
7. Sidewalks: Sidewalks shall be required and installed under the "Public Works Standard Drawings, Details And Technical Specifications" 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 "Public Works Standard Drawings, Details And Technical Specifications" and all subdivision plats shall be tied to a survey monument of record.

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 commission².

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 And 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 And Technical Specifications").

12. Fencing Of Hazards: A solid board, chainlink or other nonclimbable 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 within or adjacent to a subdivision, except where the planning commission determines that park areas including streams or bodies of water shall remain unfenced (see "Public Works Standard Drawings, Details And 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 (see "Public Works Standard Drawings, Details And Technical Specifications").

B. Guarantee Of Improvements: See "Public Works Standard Drawings, Details And Technical Specifications" on file in the South Ogden public works department or online at southogdencity.com.

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 finance director 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~~ [planning commission](#), 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 finance director and city attorney.

b. The subdivider may deposit in escrow with an escrow holder approved by the finance director and city attorney an amount of money equal to the cost of improvements, plus ten percent (10%) contingency/inflation factor, as estimated by the city engineer, for improvements not then installed, under an escrow agreement conditioned upon the installation of the improvements within two (2) years from the approval of the subdivision plat by the ~~city council~~ [planning commission](#), as aforesaid. The escrow agreement aforesaid shall be approved by the finance director and 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 planning commission 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 planning commission may, but shall not be required, upon proof of difficulty, extend the completion date for a maximum period of one additional year.

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 planning commission may require to cover engineering review and field inspection costs per adopted fee schedule which may be amended from time to time by the city council. Fees shall be paid to the city treasurer.

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 during 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. 16-04, 1-19-2016, eff. 1-19-2016)

11-3-3: GUARANTEE OF WORK:

See "Public Works Standard Drawings, Details And 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 construction completion inspection report by the city engineer for a period as specified in "Public Works Standard Drawings, Details And Technical Specifications". The subdivider shall 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 street base, all pipes, joints, valves, backfill, compaction, and the working surface, curbs and sidewalks, as determined by the city engineer. (Ord. 16-04, 1-19-2016, eff. 1-19-2016)

11-3-4: ENFORCEMENT AND PERMITS:

The building official shall issue no 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. 16-04, 1-19-2016, eff. 1-19-2016)

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. (See "Public Works Standard Drawings, Details And Technical Specifications".) (Ord. 16-04, 1-19-2016, eff. 1-19-2016)

Chapter 5 SUBDIVISION AMENDMENTS, ALTERATIONS AND VACATIONS

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

A. The land use authority may 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-609.5 or future amended section. (Ord. 16-04, 1-19-2016, eff. 1-19-2016)

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 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 waived in this title.

B. Preliminary Plat Approval:

1. Besides the petition requirements under section [11-5-3](#) 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.
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. [All petitions to alter or amend a subdivision plat shall be reviewed and approved by the planning commission.](#)

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 showing 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. 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. (Ord. 16-04, 1-19-2016, eff. 1-19-2016)

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 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 staff 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 petition requesting the amendment, alteration or vacation. (Ord. 16-04, 1-19-2016, eff. 1-19-2016)

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. (Ord. 16-04, 1-19-2016, eff. 1-19-2016)

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 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 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 the date of the notice;
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 the date of the notice. (Ord. 16-04, 1-19-2016, eff. 1-19-2016)

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 shall file a petition to that effect following the requirements of Utah code section 10-9a-609.5, or any successor legislation thereto.
2. The action of the planning commission and city council in vacating some or all of a public street or alley, howsoever acquired by the city, shall be accomplished following the requirements of Utah code section 10-9a-609.5, or any successor legislation thereto. (Ord. 16-04, 1-19-2016, eff. 1-19-2016)

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. (Ord. 16-04, 1-19-2016, eff. 1-19-2016)

11-5-8: PROPERTY LINE ADJUSTMENTS:

A. A property line adjustment may be approved by ~~the city council~~[staff](#) 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~~[staff](#) 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. (Ord. 16-04, 1-19-2016, eff. 1-19-2016)

City Council Report

Subject: Amendments to Title 10, Chapter 7 of the City Code
(Multiple-family Residential Zones R-4, R-4A, R-5, R-5A, R-5B)

Author: Mark Vlastic

Department: Planning & Zoning

Date: May 17, 2016



Background

Several changes to Title 10, Chapter 7 Residential Zones are proposed, primarily to coordinate with other chapters of the code, and in the process clean up inconsistencies and standards. The changes specifically address the R-4, R-4A, R-5, R-5A and R-5B zones. The following is a synopsis of key proposed changes for each of the affected classifications.

Article E – Multiple-Family Residential Zone (R-4)

- Addition of Multiple Dwellings on a single lot with 25 or more dwelling units as a conditional use;
- Addition of Multiple-family Dwelling with 25 or more dwelling units as a conditional use; and
- Change of the maximum building height from unlimited to three stories or 42 feet;

Article E1 – Multiple-Family Residential Zone (R-4A)

- Shifting the Purpose and Intent from the end of the article to the beginning, thereby clearly establishing that the purpose of the R-4A zone is to provide office areas with their associated necessary services and activities, and to provide an orderly transition from less intensive, lower density uses to more intensive, higher density uses;
- Addition of multiple-family dwellings with 24 or less dwelling units as a permitted use;
- Addition of multiple-family dwellings with 25 or more dwelling units as a conditional use; and
- Clarifying the maximum building height at three stories or forty-two feet.

Article F – Multiple-Family Residential Zone (R-5)

- Addition of Multiple Dwellings on a single lot with 50 or more dwelling units as a conditional use;
- Addition of Multiple-family Dwelling with 50 or more dwelling units as a conditional use; and
- Change of the maximum building height from unlimited (none) to three stories or 42 feet;

Article G – Multiple-Family Residential Zone (R-5A)

- Shifting the Purpose and Intent from the conclusion of the article to the commencement, thereby clearly establishing that the purpose of the R-5A zone is to permit development of

limited residential and office/commercial uses with their associated necessary public services and activities;

- Addition of article 10-7G-4 SITE DEVELOPMENT STANDARDS, which are to be the same as the R-5 zone except for the following amendments:

A. Minimum Lot Area:

One-building dwelling:

a. For senior housing multiple family: Six thousand (6,000) square feet, plus one thousand five hundred (1,500) square feet for each additional dwelling unit or twenty (20) units per acre, whichever is less.

b. Senior housing multiple buildings on a single lot: Six thousand (6,000) square feet for first building, plus two thousand (2,000) square feet for each additional building, plus one thousand five hundred (1,500) square feet for each dwelling unit in excess of one in each building, or twenty (20) units per acre, whichever is less.

D. Building Height:

Minimum: One story.

Maximum: Three (3) stories or forty-two feet (42').

Article H – Multiple-Family Residential Zone (R-5B)

- Shifting the Purpose and Intent from the conclusion of the article to the beginning, thereby clearly establishing that the purpose of the R-5B zone is to permit development of high density residential areas with their associated necessary public services and activities;
- Addition of Multiple Dwellings on a single lot with 49 or less dwelling units as a permitted use;
- Addition of Multiple Dwellings on a single lot with 50 or more dwelling units as a conditional use;
- Clarification of the application of Site Development Standards in this zone.

Discussion/Analysis

The proposed changes have been reviewed and found to represent the intended need for each zone.

Recommendation

Staff recommends that the Planning Commission forward the proposed changes to the City Council for adoption.

ARTICLE E. MULTIPLE-FAMILY RESIDENTIAL ZONE (R-4)

10-7E-1: PURPOSE AND INTENT:

The purpose of the R-4 zone is to provide higher density residential areas with their associated necessary public services and activities. It is also to provide an orderly transition from less intensive, lower density uses to more intensive, higher density. (Ord. 15-06, 2-17-2015, eff. 2-17-2015)

10-7E-2: PERMITTED USES:

Accessory building and use customarily incidental to any permitted use.

Agriculture.

Boarding and lodging house.

Church, synagogue or similar permanent building used for regular religious worship.

College or university.

Daycare center.

Educational institution, private.

Educational institution, public.

Golf course, except miniature golf course.

Home occupation (see chapter 19 of this title).

Library or museum, public or nonprofit.

Multiple dwellings on a single lot with twenty four (24) or less dwelling units in accordance with chapter 13 of this title.

Multiple-family dwelling with twenty four (24) or less dwelling units.

Parking lots accessory to uses permitted in this zone.

Planned residential unit development, in accordance with chapter 11 of this title.

Public building, public park, recreation grounds and associated buildings.

Residential facility for disabled persons (see section 10-14-16 of this title for facility requirements).

Single-family dwelling.

Temporary building for use incidental to construction work. Such building shall be removed upon the

completion or abandonment of the construction work.

Two-family dwelling. (Ord. 15-06, 2-17-2015, eff. 2-17-2015)

10-7E-3: CONDITIONAL USES:

The following uses shall be allowed only when authorized by a conditional use permit as provided in chapter 15 of this title:

Assisted living units.

Beneficial societies.

Cemetery with customary incidental uses, including, but not limited to, mortuary, mausoleum, crematory, staff housing, service shops and chapel.

Hospital, clinic.

[Multiple dwellings on a single lot with twenty five \(25\) or more dwelling units in accordance with chapter 13 of this title.](#)

[Multiple-family dwelling with twenty five \(25\) or more dwelling units.](#)

Nursing home.

Professional and business offices in which goods or merchandise are not commercially created, exchanged or sold.

Studio for professional work, teaching, performances or exhibitions of the fine arts; provided, that such performances or exhibitions are limited to the work product of the studio involved.

Wedding chapel and reception center; provided, that light refreshment only shall be incidental to the principal use. (Ord. 15-06, 2-17-2015, eff. 2-17-2015)

10-7E-4: SITE DEVELOPMENT STANDARDS:

A. Minimum Lot Area:

1. One-building dwelling:
 - a. For single-family: Six thousand (6,000) square feet, plus one thousand five hundred (1,500) square feet for each additional dwelling unit.
2. a. Multiple dwellings on a single lot: Six thousand (6,000) square feet for first building, plus two thousand (2,000) square feet for each additional building, plus one thousand five hundred (1,500) square feet for each dwelling unit in excess of one in each building.
3. a. Other main building: Seven thousand five hundred (7,500) square feet.
 - b. For nursing home: An additional five hundred (500) square feet for each guest or patient in excess of four (4).
 - c. For hospital, beneficial society or wedding chapel: Twenty thousand (20,000) square feet.

B. Minimum Lot Width: Sixty feet (60').

C. Minimum Yard Setbacks:

1. Front: Twenty five feet (25'), except average where fifty percent (50%) frontage is developed, but not less than fifteen feet (15').

2. Side:

a. For any dwelling, nursery school, office, clinic, boarding house or lodging house: Six feet (6') with total of two (2) side yards not less than sixteen feet (16'), plus one foot (1') each side for each one foot (1') any building is over thirty five feet (35') high.

b. Other main building: Twenty feet (20') each side, plus one foot (1') each side for each two feet (2') main building is over thirty five feet (35') high.

c. Accessory building: Eight feet (8'), in side yard if located at the least six feet (6') from main building except one foot (1') in minimum rear yard if located at least six feet (6') from main building, but not closer than ten feet (10') to dwelling on adjacent lot.

3. Side facing street on corner lot: Fifteen feet (15'), except average where fifty percent (50%) frontage is developed, but not less than ten feet (10').

4. Rear:

a. Main building: Thirty feet (30').

b. Accessory building: One foot (1'), except six feet (6') where accessory building rears on side yard of adjacent corner lot.

D. Building Height:

1. Minimum: One story.

2. Maximum: ~~None~~ Three (3) stories or forty two feet (42').

E. Lot Coverage: No building or group of buildings with their accessory buildings shall cover more than fifty percent (50%) of the lot area.

F. Open Green Space: At least thirty percent (30%) of the lot area shall be left in open green space.

G. Special Regulations: In no case shall the ratio of floor area in the main building to the lot area exceed two to one (2:1). (Ord. 15-06, 2-17-2015, eff. 2-17-2015)

ARTICLE E1. MULTIPLE-FAMILY RESIDENTIAL ZONE (R-4A)

10-7E1-0: PURPOSE AND INTENT:

The purpose of the R-4A zone is to provide office areas with their associated necessary public services and activities. It is also to provide an orderly transition from less intensive, lower density uses to more intensive, higher density uses. (Ord. 15-06, 2-17-2015, eff. 2-17-2015)

10-7E1-01: REQUIREMENTS:

The requirements of the R-4 zone are applicable except for the following amendments:

10-7E1-2: PERMITTED USES:

The following permitted uses allowed in the R-4 zone remain as permitted uses in the R-4A zone:

Accessory building and use customarily incidental to any permitted use.

Agriculture.

Church, synagogue or similar permanent building used for regular religious worship.

Parking lots accessory to uses permitted in this zone.

Public building, public park, recreation grounds and associated buildings.

Residential facility for disabled persons (see section 10-14-16 of this title for facility requirements).

Temporary building for use incidental to construction work. Such building shall be removed upon the completion or abandonment of the construction work.

The following uses permitted in the R-4 zone were removed as permitted uses from the R-4A zone:

Boarding and lodging houses.

College or university.

Daycare center.

Educational institution, private.

Educational institution, public.

Golf course, except miniature golf course.

Home occupation.

Library or museum, public or nonprofit.

Multiple dwellings on a single lot with twenty four (24) or less dwelling units.

Multiple-family dwellings [with twenty four \(24\) or less dwelling units](#).

Planned residential unit development.

Single-family dwelling.

Two-family dwelling.

10-7E1-3: CONDITIONAL USES:

The following conditional uses allowed in an R-4 zone remain as conditional uses in the R-4A zone:

Professional and business offices in which goods or merchandise are not commercially created, exchanged or sold.

The following conditional uses allowed in the R-4 zone were removed from the R-4A zone:

Assisted living units.

Beneficial societies.

Cemetery with customary incidental uses, including, but not limited to, mortuary, mausoleum, crematory, staff housing, service shops and chapel.

Hospital, clinic.

Kindergarten.

Multiple dwellings on a single lot with twenty five (25) or more dwelling units in accordance with [chapter 13](#) of this title.

Multiple-family dwellings [with twenty four \(25\) or more dwelling units](#).

Nursing home.

Private park, playground or recreation area, but not including privately owned commercial amusement business.

Studio for professional work, teaching, performances or exhibitions of the fine arts.

Wedding chapel and reception center.

10-7E1-4: SITE DEVELOPMENT STANDARDS:

The following change was made to subsection [10-7E-4D2](#) ~~of this chapter~~ of the R-4 site development standards:

D. Building Height:

2. Maximum: Three (3) stories [or forty two feet \(42'\)](#).

(Ord. 15-06, 2-17-2015, eff. 2-17-2015)

~~10-7E1-1: PURPOSE AND INTENT:~~

The purpose of the R-4A zone is to provide office areas with their associated necessary public services and activities. It is also to provide an orderly transition from less intensive, lower density uses to more intensive, higher density uses. (Ord. 15-06, 2-17-2015, eff. 2-17-2015)

ARTICLE F. MULTIPLE-FAMILY RESIDENTIAL ZONE (R-5)

10-7F-1: PURPOSE AND INTENT:

The purpose of the R-5 zone classification is to permit development of high density residential areas with their associated necessary public services and activities. (Ord. 15-06, 2-17-2015, eff. 2-17-2015)

10-7F-2: PERMITTED USES:

Accessory building and use customarily incidental to any permitted use.

Agriculture.

Bank.

Beneficial society.

Boarding and lodging house.

Church, synagogue or similar permanent building used for regular religious worship.

College or university.

Credit union.

Daycare center.

Educational institution, private.

Educational institution, public.

Golf course, except miniature golf course.

Home occupation (see chapter 19 of this title).

Library or museum, public or nonprofit.

Mortuary.

Multiple dwellings on a single lot with forty nine (49) or less dwelling units in accordance with chapter 13 of this title.

Multiple-family dwelling with forty nine (49) or less dwelling units.

Parking lot, accessory to uses permitted in this zone.

Planned residential unit development, in accordance with chapter 11 of this title.

Private park, playground and recreation area, but not including privately owned commercial amusement business.

Professional and business offices in which goods or merchandise are not commercially created, exchanged or sold.

Public building, public park, recreation grounds and associated buildings.

Residential facility for disabled persons (see section 10-14-16 of this title for facility requirements).

Single-family dwelling.

Studio for professional work, teaching, performances or exhibitions of the fine arts; provided, that such performances or exhibitions are limited to the work products of the studio involved.

Temporary building for use incidental to construction work. Such building shall be removed upon the completion or abandonment of the construction work.

Two-family dwelling.

Wedding chapel and reception center; provided, that light refreshment only shall be served and the service or consumption of food or refreshment shall be directly incidental to the principal use. (Ord. 15-06, 2-17-2015, eff. 2-17-2015)

10-7F-3: CONDITIONAL USES:

The following uses shall be allowed only when authorized by a conditional use permit as provided in chapter 15 of this title:

Assisted living units.

Hospital, clinic, including clinic for household pets for outpatient treatment only.

Medical laboratory.

[Multiple dwellings on a single lot with fifty \(50\) or more dwelling units in accordance with chapter 13 of this title.](#)

[Multiple-family dwelling with fifty \(50\) or more dwelling units.](#)

Nursing home.

Public utility substation. (Ord. 15-06, 2-17-2015, eff. 2-17-2015)

10-7F-4: SITE DEVELOPMENT STANDARDS:

A. Minimum Lot Area:

1. One-building dwelling:
 - a. For single-family: Six thousand (6,000) square feet.
 - b. For multiple-family: Same as single-family dwelling, plus one thousand five hundred (1,500) square feet for each additional dwelling unit.
2. a. Multiple dwellings on a single lot: Six thousand (6,000) square feet for first building, plus two thousand (2,000) square feet for each additional building, plus one thousand five hundred (1,500) square feet for each dwelling unit in excess of one in each building.
3. a. Other main building: Seven thousand five hundred (7,500) square feet.
 - b. For nursing home: An additional five hundred (500) square feet for each guest or patient in excess of four (4).

c. For hospital, beneficial society, mortuary or wedding chapel: Twenty thousand (20,000) square feet.

B. Minimum Lot Width: Sixty feet (60').

C. Minimum Yard Setbacks:

1. Front: Twenty five feet (25'), except average where fifty percent (50%) frontage is developed, but not less than fifteen feet (15').

2. Side:

a. For any dwelling, nursery school, office, clinic, boarding house or lodging house: Six feet (6') with total of two (2) side yards not less than sixteen feet (16'), plus one foot (1') each side for each one foot (1') any main building is over thirty five feet (35') high.

b. Other main: Twenty feet (20') each side, plus one foot (1') each side for building each two feet (2') main building is over thirty five feet (35') high.

c. Accessory building: Eight feet (8'), in side yard if located at the least six feet (6') from main building except one foot (1') in minimum rear yard if located at least six feet (6') from main building, but not closer than ten feet (10') to dwelling on adjacent lot.

3. Side facing street on corner lot: Fifteen feet (15'), except average where fifty percent (50%) frontage is developed, but not less than ten feet (10').

4. Rear:

a. Main building: Thirty feet (30').

b. Accessory building: One foot (1'), except six feet (6') where accessory building rears on side yard of adjacent corner lot.

D. Building Height:

1. Minimum: One story.

2. Maximum: ~~None~~ Three (3) stories or forty two feet (42').

E. Lot Coverage: No building or group of buildings with their accessory buildings shall cover more than fifty percent (50%) of the lot area.

F. Open Green Space: At least thirty percent (30%) of the lot area shall be left in open green space.

G. Special Regulations: In no case shall the ratio of floor area in the main building to the lot area exceed two to one (2:1). (Ord. 15-06, 2-17-2015, eff. 2-17-2015)

ARTICLE G. MULTIPLE-FAMILY RESIDENTIAL ZONE (R-5A)

10-7G-0: PURPOSE AND INTENT:

The purpose of the R-5A zone classification is to permit development of limited residential and office/commercial uses with their associated necessary public services and activities. (Ord. 15-06, 2-17-2015, eff. 2-17-2015)

10-7G-01: REQUIREMENTS:

The requirements of the R-5 zone are applicable except for the following amendments:

10-7G-2: PERMITTED USES:

The following permitted uses in an R-5 zone remain as permitted uses in the R-5A zone:

Accessory building and use customarily incidental to any permitted use.

Agriculture.

Beneficial society.

Church, synagogue or similar permanent building used for regular religious worship.

College or university.

Daycare center.

Home occupation.

Library or museum, public or nonprofit.

Mortuary.

Parking lot, accessory to uses permitted in this zone.

Photo studio.

Planned residential unit development, in accordance with chapter 11 of this title.

Private park, playground and recreation area, but not including privately owned commercial amusement business.

Professional and business offices in which goods or merchandise are not commercially created, exchanged or sold.

Public building, public park, recreation grounds and associated buildings.

Residential facility for disabled persons (see section 10-14-16 of this title for facility requirements).

The following use has been added as a permitted use in the R-5A zone:

Medical related retail, such as a pharmacy, maternity clothes and related item sales, and medical supplies and equipment, if located in an approved medical office building.

The following uses permitted in the R-5 zone were removed as permitted uses from the R-5A zone:

Bank.

Boarding and lodging house.

Credit union.

Educational institutions, private.

Educational institutions, public.

Golf course, except miniature golf course.

Multiple dwellings on a single lot with forty nine (49) or less dwelling units in accordance with chapter 13 of this title.

Multiple-family dwelling with forty nine (49) or less dwelling units.

Single-family dwelling.

Two-family dwelling.

10-7G-3: CONDITIONAL USES:

The following conditional uses allowed in an R-5 zone remain as conditional uses in the R-5A zone: Cemetery with customary incidental uses, including, but not limited to, mortuary, mausoleum, crematory, staff housing, service shops and chapel.

Hospital, clinic, including clinic for household pets for outpatient treatment only.

Laboratories.

Nursing home.

The following has been added as a conditional use in the R-5A zone:

Senior housing.

The following conditional uses allowed in the R-5 zone were removed from the R-5A zone:

Assisted living units.

Beneficial society.

(Ord. 15-06, 2-17-2015, eff. 2-17-2015)

~~10-7G-1: PURPOSE AND INTENT:~~

~~The purpose of the R-5A zone classification is to permit development of limited residential and~~

~~office/commercial uses with their associated necessary public services and activities. (Ord. 15-06, 2-17-2015, eff. 2-17-2015)~~

10-7G-4: SITE DEVELOPMENT STANDARDS:

Same as R-5 zone except for the following amendments:

A. Minimum Lot Area:

1. One-building dwelling:

a. For senior housing multiple family: Six thousand (6,000) square feet, plus one thousand five hundred (1,500) square feet for each additional dwelling unit or twenty (20) units per acre, whichever is less.

b. Senior housing multiple buildings on a single lot: Six thousand (6,000) square feet for first building, plus two thousand (2,000) square feet for each additional building, plus one thousand five hundred (1,500) square feet for each dwelling unit in excess of one in each building, or twenty (20) units per acre, whichever is less.

D. Building Height:

1. Minimum: One story.

2. Maximum: Three (3) stories or forty two feet (42').

ARTICLE H. MULTIPLE-FAMILY RESIDENTIAL ZONE (R-5B)

10-7H-0: PURPOSE AND INTENT:

The purpose of the R-5B zone classification is to permit development of high density residential areas with their associated necessary public services and activities. (Ord. 15-06, 2-17-2015, eff. 2-17-2015)

10-7H-01: REQUIREMENTS:

The requirements of the R-5 zone are applicable except for the following amendments:

10-7H-12: PERMITTED USES:

The following permitted uses allowed in an R-5 zone are also allowed in the R-5B zone:

Accessory building and use customarily incidental to any permitted use.

Agriculture.

Boarding and lodging house.

Church, synagogue or similar permanent building used for regular religious worship.

Daycare center.

Multiple-family dwelling with forty nine (49) or less dwelling units.

Multiple dwellings on a single lot with forty nine (49) or less dwelling units in accordance with chapter 13 of this title.

Parking lot, accessory to uses permitted in this zone.

Planned residential unit development, in accordance with chapter 11 of this title.

Private park, playground and recreation area, but not including privately owned commercial amusement business.

Public building, public park, recreation grounds and associated buildings.

Residential facility for disabled persons (see section 10-14-16 of this title for facility requirements).

Single-family dwelling.

Studio for professional work, teaching, performances or exhibitions of the fine arts; provided, that such performances or exhibitions are limited to the work products of the studio involved.

Temporary building for use incidental to construction work. Such building shall be removed upon the completion or abandonment of the construction work.

Two-family dwelling.

Wedding chapel and reception center; provided, that light refreshment only shall be served and the service or consumption of food or refreshment shall be directly incidental to the principal use.
The following permitted uses in an R-5 zone are not permitted in the R-5B zone:
Bank.

Beneficial society.

College or university.

Credit union.

Educational institution, private.

Educational institution, public.

Golf course, except miniature golf course.

Home occupation.

Library.

Mortuary.

~~Multiple dwellings on a single lot with forty nine (49) or less dwelling units in accordance with [chapter 13 of this title](#).~~

Professional and business offices in which goods or merchandise are not commercially created, exchanged or sold.

10-7H-23: CONDITIONAL USES:

The following conditional uses allowed in an R-5 zone are also allowed in the R-5B zone:

Assisted living units.

Cemetery with customary incidental uses, including, but not limited to, mortuary, mausoleum, crematory, staff housing, service shops and chapel.

Home occupation.

Hospital, clinic, including clinic for household pets for outpatient treatment only.

~~[Multiple dwellings on a single lot with fifty \(50\) or more dwelling units in accordance with \[chapter 13 of this title\]\(#\).](#)~~

~~[Multiple-family dwelling with fifty \(50\) or more dwelling units.](#)~~

Nursing home.

The following conditional uses allowed in the R-5 zone are not allowed in the R-5B zone:

Beneficial society.

Medical laboratories.

10-7H-34: SITE DEVELOPMENT STANDARDS:

Same as R-5 zone except for the following amendments to subsections 10-7F-4A and D ~~of this chapter~~ apply:

A. Minimum Lot Area:

1. One-building dwelling:
 - a. For single-family: Six thousand (6,000) square feet.
 - b. For multiple-family: Same as single-family dwelling, plus one thousand five hundred (1,500) square feet for each additional dwelling unit or twenty (20) units per acre, whichever is less.
2. a. Multiple buildings on a single lot: Six thousand (6,000) square feet for first building, plus two thousand (2,000) square feet for each additional building, plus one thousand five hundred (1,500) square feet for each dwelling unit in excess of one in each building, or twenty (20) units per acre, whichever is less.

D. Building Height:

1. Minimum: One story.
2. Maximum: Three (3) stories or forty two feet (42').

(Ord. 15-06, 2-17-2015, eff. 2-17-2015)

~~10-7H-1: PURPOSE AND INTENT:~~

~~The purpose of the R-5B zone classification is to permit development of high density residential areas with their associated necessary public services and activities. (Ord. 15-06, 2-17-2015, eff. 2-17-2015)~~

City Council Report

Subject: Application to change the zone at Approximately 5985 Wasatch Drive from C-2 to R-5B (Parcels 07-717-0006 and 07-717-004)

Author: Mark Vlastic

Department: Planning & Zoning

Date: May 17, 2016



Background

This is an application to change two lots currently zoned for commercial uses (C-2) to R-5B zoning. C-2 is a commercial zone, while R-5B allows high density residential uses as well as a range of commercial and business uses such as mortuaries, medical-related retail sales, professional offices and reception centers. The list of permitted and conditional uses follow:

Permitted Uses:

- Accessory building and use customarily incidental to any permitted use.
- Agriculture.
- Boarding and lodging house.
- Church, synagogue or similar permanent building used for regular religious worship.
- Daycare center.
- Multiple-family dwelling with forty nine (49) or less dwelling units.
- Parking lot, accessory to uses permitted in this zone.
- Planned residential unit development, in accordance with [chapter 11](#) of this title.
- Private park, playground and recreation area, but not including privately owned commercial amusement business.
- Public building, public park, recreation grounds and associated buildings.
- Residential facility for disabled persons (see section [10-14-16](#) of this title for facility requirements).
- Single-family dwelling.
- Studio for professional work, teaching, performances or exhibitions of the fine arts; provided, that such performances or exhibitions are limited to the work products of the studio involved.
- Temporary building for use incidental to construction work. Such building shall be removed upon the completion or abandonment of the construction work.
- Two-family dwelling.
- Wedding chapel and reception center; provided, that light refreshment only shall be served and the service or consumption of food or refreshment shall be directly incidental to the principal use.

Conditional Uses

- Bank.
- Assisted living units.
- Cemetery with customary incidental uses, including, but not limited to, mortuary, mausoleum, crematory, staff housing, service shops and chapel.
- Home occupation.
- Hospital, clinic, including clinic for household pets for outpatient treatment only.
- Nursing home.

Discussion/Analysis

Wasatch Drive is not particularly well-suited for commercial uses, due in large part to the lack of traffic generated for business purposes in comparison to other commercial areas in the city, and the abrupt change in land use from commercial on the west side of the street and residential on the east side of the street. As a result, this area has remained undeveloped over the years. The requested change allows higher-density residential uses as well as a range of transitional commercial uses, which would provide a good transition between the two sides of the street

The proposed change to the ordinance will affect only the requested properties. However, similar changes for other undeveloped changes along this roadway might be considered in the future for similar reasons.

Recommendation

Staff recommends that the Zoning Code and Official Zoning Map be modified as requested.



OFFICE OF THE CITY RECORDER

April 29, 2016

Dear Property Owner,

The South Ogden City Planning Commission will hold a public hearing on a proposed request for a zoning change to parcels 07-717-0006 and 07-717-004 located at approximately 5985 Wasatch Drive, changing them from C-2, a commercial zone to R-5B, a high-density residential zone.

The hearing will be at 6:15 PM, or as soon as the agenda permits, during the regularly scheduled South Ogden City Planning Commission Meeting on **May 12, 2016**. The meeting will be located at City Hall, 3950 Adams Ave., in the city council chambers. You are invited to attend and offer comment or respond in writing.

The application is available for your inspection from 8:00 AM to 4:30, PM Monday through Friday at the City Hall. You may also call 801-622-2709 if you have further questions.



Sincerely,


Leesa Kapetanov, CMC
South Ogden City Recorder

E lkapetanov@southogdencity.com
O 801-622-2709
F 801-622-2713

3950 Adams Ave., Ste. 1
South Ogden, UT 84403

southogdencity.com



City Center & 40th Street Corridor

Form-Based Code

South Ogden City

January 2016 - DRAFT



Form-Based Code Contents

1.0 Districts

- 1.1 Introduction
- 1.2 General Subdistrict Requirements

2.0 Street Types

- 2.1 General Requirements
- 2.2 General Street Type Standards
- 2.3 General Street Layout Requirements
- 2.4 Alley
- 2.5 Lane
- 2.6 Neighborhood Street
- 2.7 Connector Street
- 2.8 Avenue

3.0 Subdistricts

- 3.1 Introduction
- 3.2 Zoning Map

4.0 Uses

- 4.1 General Requirements
- 4.2 Definition of Uses

5.0 Building Types

- 5.1 Introduction to Building Type Standards
- 5.2 Explanation of Building Type Table Standards
- 5.3 Storefront Building
- 5.4 General Stoop Building
- 5.5 Limited Bay Building
- 5.6 Row Building
- 5.7 Yard Building
- 5.8 Civic Building
- 5.9 Entrance Types
- 5.10 Roof Types
- 5.11 Additional Design Requirements

6.0 Open Space Types

- 6.1 General Requirements
- 6.2 Plaza Open Space Type
- 6.3 Square Open Space Type
- 6.4 Green Open Space Type
- 6.5 Commons Open Space Type
- 6.6 Pocket Park Open Space Type
- 6.7 Park Open Space Type
- 6.8 Greenway Open Space Type

7.0 Landscape Standards

- 7.1 General Requirements
- 7.2 Installation of Landscape
- 7.3 Street Trees & Streetscape Design
- 7.4 Frontage Buffer
- 7.5 Side & Rear Buffer
- 7.6 Interior Parking Lot Landscape
- 7.7 Active Frontage Buffer
- 7.8 Screening of Open Storage, Refuse Areas, & Utility Appurtenances.

8.0 Parking

- 8.1 General Requirements
- 8.2 Parking Requirements
- 8.3 Parking Design Standards
- 8.4 Loading Requirements

9.0 Sign Types

- 9.1 General Requirements
- 9.2 Sign Types
- 9.3 Wall Sign
- 9.4 Projecting Sign
- 9.5 Projecting Marquee Sign
- 9.6 Awning Sign
- 9.7 Canopy-Mounted Sign
- 9.8 Roof Sign
- 9.9 Window Sign
- 9.10 Monument Sign
- 9.11 Ped-Scale Pole-Mounted Sign

10.0 Administration

- 10.1 General Provisions
- 10.2 Development Review Procedures
- 10.3 Exceptions & Variances
- 10.4 Nonconformances
- 10.5 Definitions

Appendix A - Subdistrict Overview

- 11.1 City Center “Core” Subdistrict
- 11.2 City Center “General” Subdistrict
- 11.3 Riverdale Road “General” Subdistrict
- 11.4 40th Street “General” Subdistrict
- 11.5 Edge Subdistrict

1.0 Districts

South Ogden City Center & 40th Street Corridor

1.0 South Ogden City Center & 40th Street Corridor

1.1. Introduction

In 2008, an update of the South Ogden City General Plan was completed. This plan presented a vision, and stated a number of goals and policies to direct future development in South Ogden.

Goal 1: Make South Ogden City distinct and identifiable from surrounding municipalities

Policy:

- (1) Develop the east and west sides of Washington Boulevard between 36th and 42nd Streets into a discernable and attractive downtown for South Ogden
- (2) Encourage a major transformation of Washington Boulevard into an urban setting that establishes the sense of downtown to motorists and passersby

Goal 2: Create a distinct city center or “heart of the community”

Policy:

- (1) Develop a community center in the existing downtown area where residents of South Ogden can gather for community events

Goal 3: Facilitate the careful integration of new development and redevelopment in existing neighborhoods

Policy:

- (1) Encourage existing residents to remain downtown and new residents to locate in residential areas between 36th and 40th South
- (2) Maintain stable areas by continuing the existing scale and feel of the surrounding residential blocks
- (3) Facilitate new development and encourage new investment through allowing uses in the core to redevelop in creative, mixed-residential ways
- (4) Facilitate good, non-conflicting transition between commercial and residential uses

Goal 4: Create places for the community to gather and events to draw residents to these places

Policy:

- (1) Clearly designate and signify routes which connect residents to other neighborhoods and important places within the city and adjacent to it
- (2) Improve neighborhood destinations throughout the community

This form-based code is a tool that will allow and promote these goals and policies to develop a city center consistent with the General Plan. This code plans for a future widening of 40th Street to accommodate a form of dedicated transit (streetcar, bus-rapid transit, etc.), and



Figure 1.1 (1). Districts.

provides a tool to promote high-quality, small scale development that maximizes development potential along the transit corridor, while minimizing impacts to adjacent neighborhoods.

1. Establishment of Districts.

Two distinct districts are hereby created.

- (1) South Ogden City Center
- (2) 40th Street Corridor

2. Establishment of Subdistricts.

The above districts are further broken down into subdistricts (See 3.0 Subdistricts). The following Subdistricts are hereby created.

- (1) City Center “Core”
- (2) City Center “General”
- (3) Riverdale Road “General”
- (4) 40th Street “General”
- (5) Edge

1.2 General Subdistrict Requirements.

1. Applicability.

The following are general block, lot, and street design requirements that are applicable to all subdistricts.

2. Block Configuration.

Refer to Figure 1.2 (1) for an illustration of Typical Block Elements.

- (1) The shape of a block shall be generally rectangular, but may vary due to natural features or site constraints.
- (2) Blocks shall typically be two lots deep with the exception of blocks containing open space. Blocks may also include an alley.
- (3) Blocks shall typically be fronted with lots on at least two faces, preferably on the longest street faces.

3. Maximum Block Size.

Block sizes for residential and commercial development and redevelopment should not exceed 660' by 330', which roughly matches the historic block size surrounding the city center. New streets should continue this block pattern.

4. Minimum Number of Access Points.

This requirement is intended to provide a minimum level of connectivity via vehicular rights-of-way between adjacent developments and to surrounding streets.

- (1) Recommendation. A minimum of one per every 1,500 feet of street frontage is recommended.

5. Designated Primary Streets.

Washington Boulevard, Riverdale Rd., Wall, 36th Street, and 40th Street shall be designated primary streets. The intent of the Primary street designation is to develop a network of streets with continuous building frontage and no or limited vehicular driveway access to reduce conflicts between pedestrians and vehicular traffic.

- (1) All lots adjacent to a primary street shall front on at least one primary street and that street frontage shall serve as the front of the lot, as referred to in the Building Type requirements.
- (2) Lots with two primary street frontages shall consult with staff to determine which street frontage warrants primary designation and the front of the lot.

6. Block Access Configurations.

- (1) Vehicular driveway access should not be located off a Primary Street, unless the parcel is fronted by more than two primary streets, in which case, staff shall determine which is the appropriate street for vehicular access. The determination shall

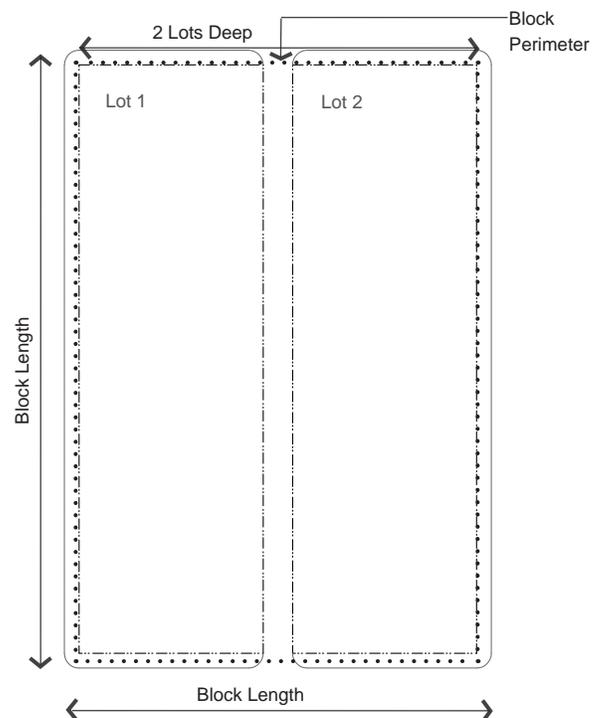


Figure 1.2 (1). Typical Block Elements.

1.0 South Ogden City Center & 40th Street Corridor

be based on locations of existing and proposed vehicular access points of other developments along the Primary Streets.

- (2) Blocks may include alleys, drives, or driveway entrances with the following recommended configurations. See Figure 1.2 (2).
 - (a) Mid-Block Access. This configuration includes an alley or drive running through the center of the block.
 - (b) "T" Configuration. This configuration includes two alleys within a Block that are perpendicular to each other, forming a "T," allowing development to front on three block faces.
 - (c) "H" Configuration. Similar to the "T" configuration, this configuration allows development to front on all four block faces.
- (3) Access to blocks shall be aligned and located on opposite sides of the block as well as aligned across the street from access to other blocks.
- (4) Mid-Block Pedestrianways. Mid-Block pedestrianways are required on blocks longer than 500 feet.
 - (a) When combined with mid-block street crossings, these pathways should align to facilitate easy pedestrian movements.
 - (b) Mid-Block pedestrianways should be located in the middle third of a block face.
 - (c) Minimum width for mid-block pedestrianways, rights-of-way or easements is 20 feet.

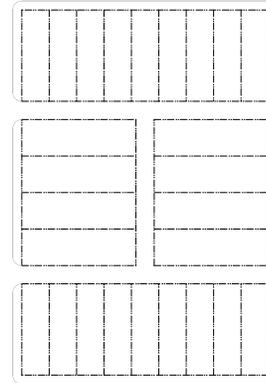
7. Lots.

- (1) Typical Lot Dimensions. All lots of record shall be developed to meet the requirements outlined in 5.0 Building Type requirements.
- (2) Typical Lot Configuration. All lots shall have frontage along a public street unless otherwise specified in 5.0 Building Type requirements.
 - (a) Lot Shape. To create regular, rectangular lots, side property lines shall be perpendicular to the vehicular right-of-way to the extent practical.
 - (b) Through-Lots. Through lots fronting on two parallel streets are not permitted with the exception of a lot covering 50 percent or more of a block and the two longest parallel street faces are treated as front property lines per building type requirements (refer to 5.0 Building Types).
 - (c) Corner Lots. Corner lots have a front yard along one street and a corner yard along the other street. The front yard of a corner lot should be consistent with one adjacent Parcel.
 - (i) The rear yard of a corner lot is typically the yard against an alley or another lot's rear yard.
 - (ii) The side yard of a corner lot is adjacent to another lot.
 - (d) Flag Lots. Flag lots are prohibited.

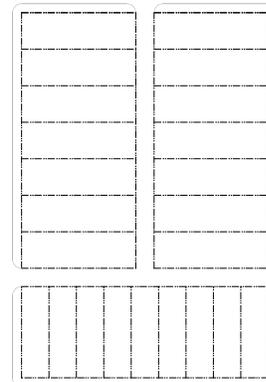
8. General Open Space Requirements.

The following are requirements for provision of civic open space.

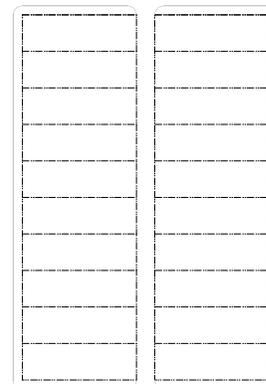
- (1) Development of parcels over 5 acres are required to provide 5% total lot size as civic open space. Developer shall work with City



"H" Alley



"T" Alley



Mid-Block Alley

Figure 1.2 (2). Alley Configuration.

to determine appropriate location of open space. See Section 6.0 Open Space.

9. General Zoning District/Subdistrict Layout.

For all Districts/Subdistricts, the following outlines how the Districts/Subdistricts should relate to one another.

- (1) All Districts. The following applies to all Zoning Districts/Subdistricts.
 - (a) Similar intensities of uses should face each other across the street.
 - (b) Blocks may contain multiple zoning subdistricts; however, changes in subdistricts should occur along an alley, the rear property line, or at a corner parcel.
- (2) Core Subdistricts. The following applies to all Core Subdistricts.
 - (a) Core subdistricts are intended to provide a node that primarily consists of retail uses on the ground floor.
- (3) Existing Residential Zones. When "Core" and/or "General" subdistricts back up to the rear of existing single family residential neighborhoods, a building stepback is required (see Figure 5.2(5)).

2.0 Street Types

2.0 Street Types

2.1 General Requirements.

1. Intent.

The standards outlined in this section are intended to:

- (1) Create complete streets that address all modes of travel, including pedestrian traffic, bicycle traffic, transit, and vehicular traffic.
- (2) Address all features of the street right-of-way, including sidewalks, parkways, traffic lanes, bicycle lanes, and medians.
- (3) Provide adequate access to all lots for vehicles and pedestrians.
- (4) Create streets that are appropriate for their contexts in residential, commercial, or mixed Use subdistricts and are designed to encourage travel at appropriate volumes and speeds.
- (5) Create streets and public rights-of-way that result in stormwater runoff quantity reduction and improved quality of stormwater runoff.

2. Applicability.

The standards in this section apply to all vehicular rights-of-way within all Subdistricts.

Exceptions. Washington Boulevard and Riverdale Road are UDOT roads, and the City should work with UDOT on any future design changes, so that these roads can better support the goals of this form based code.

The future re-design of 40th Street will vary depending on whether it contains a transit line, and should be designed specifically for the type of transit mode it will contain.

3. General Requirements.

All proposed streets, landscape or furnishings zones, and sidewalks shall be located in dedicated vehicular Rights-of-Way as required by this article.

- (1) Street Types. All new vehicular rights-of-way shall match one of the street types, refer to 2.4 through 2.8, whether publicly dedicated or privately held.
- (2) Public Use. All streets shall be available for public use at all times. Gated streets and streets posted as private are not permitted.

4. Street Construction Specifications.

All construction in the right-of-way shall follow specifications defined by the Department of Public Works.

2.2 General Street Type Standards.

1. Street Types.

Street Types defined in this section outline acceptable street configurations. New streets should be designed using the principles and characteristics defined by each street type. The City Manager or Designee, or Public Works Director may require additional right-of-way,

pavement width, or additional street elements depending on unique site characteristics.

2. Graphics.

The graphics provided here, illustrating each street type, are samples of recommendations and illustrate a possible configuration of that street type. By applying the standards outlined, and working with the Department of Public Works and the City Manager, other configurations are possible.

3. Typical Street Elements.

Typical elements of a vehicular Right-of-Way are divided into the vehicular and pedestrian realm. Each street type detailed in this article outlines which facilities are applicable. Refer to Figure 2.2 (1): Typical Right-of-Way Elements.

- (1) Vehicular Realm. The vehicular realm is comprised of vehicular travel lanes, bicycle lanes, and parking lanes.
- (2) Pedestrian Realm. The pedestrian realm is typically comprised of pedestrian facilities, such as sidewalk, path/trail, or off-street bicycle path, and a buffer area consisting of a landscape zone or furnishings zone that serves to buffer pedestrians or bicyclists from the movements of higher speed vehicles in the vehicular realm.
 - (a) Landscape Zone. A landscape area between the back of curb or edge of pavement to the sidewalk in which street trees, swales, lighting, and signage may be located. Typically used adjacent to residential buildings.
 - (b) Furnishings Zone. A hardscape area that extends from the sidewalk to the back of curb, in which street trees, street furniture, lighting, and signage may be located. Typically used adjacent to commercial or office buildings.

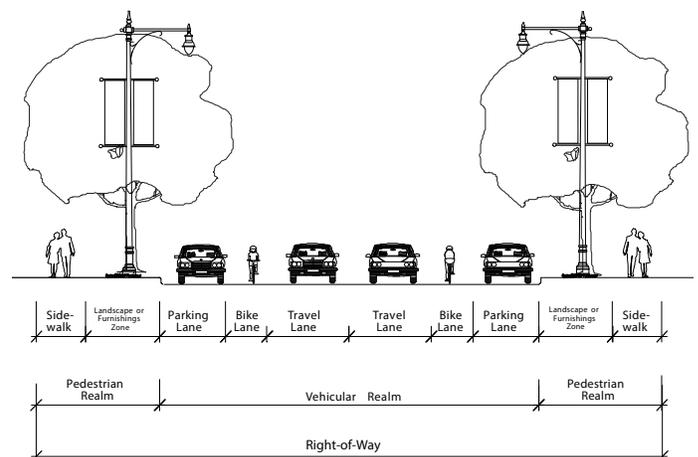


Figure 2.2 (1). Typical Right-of-Way Elements.

2.0 Street Types

4. Vehicular Travel Lanes

The number and width of vehicular travel lanes are determined by the Street Type.

5. Vehicular On-Street Parking.

On-street parking, as permitted on designated street types, shall meet the following requirements.

- (1) Parallel and diagonal parking is permitted on designated street types.
- (2) Vehicular Parking Space Dimensions. The appropriate dimensions for on-street parking spaces are outlined in Table 2.2 (1): On-Street Parking Space Dimensions and Figure 2.2 (2): On-street Parking Layout. The width of a parking space shall be measured from the center of a stripe.

6. Bicycle Facilities.

The following types of bicycle accommodations are permitted in the vehicular realm per Street Type. Refer to Figure 2.2 (3).

- (1) Cycle Track. A cycle track is a separate on-road bicycle facility that is typically adjacent to, but physically separated from, vehicular traffic and parking by a barrier.
- (2) Dedicated Bicycle Lane. Dedicated bicycle lanes are striped lanes

Angle (degrees)	Curb Length (feet)	Stall Width (feet)	Stall Depth (feet)
0	20	7	7
45	12	8.5	17
60	10	8.5	18
90	9	8.5	18

Table 2.2 (1). On-Street Parking Space Dimensions.

on the outside of the outermost travel lanes that are designated for only bicycle use. This lane occurs on both sides of the street and shall be four to six feet wide.

- (3) Designated Shared Lane. A designated shared lane is a lane that is shared between vehicles and bicycles. This lane is typically wider than a standard vehicular lane, minimum 13 feet, in order to accommodate both types of users, and includes a painted bicycle marker combined with a double arrow (known as a “sharrow”). This improvement occurs in both directions.
- (4) Shared Lane. A shared lane refers to a street that does not have bicycle lanes or a designated shared lane, but the speed and configuration of the street is such that bicycles could comfortably share lanes with traffic.

7. Stormwater Management.

Incorporation of stormwater management best practices into the Right-of-Way design is encouraged, such as incorporating drainage swales and slotted curbs into the Landscape Zone/Furnishing Zone, or permeable paving in the parking lane.

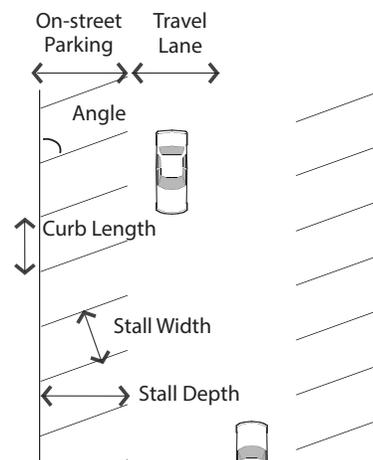


Figure 2.2 (2). On-Street Parking Layout.

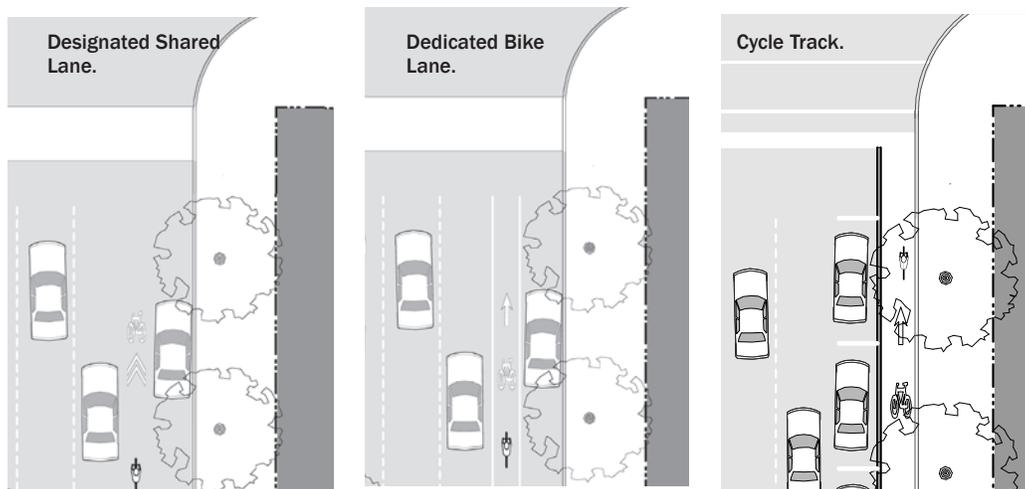


Figure 2.2 (3). On-Street Bicycle Facilities.

8. Street Trees.

Street trees are required along all street frontages, with the exception of the Lane and the Alley.

- (1) Street trees shall be located either in a Landscape Zone within a planting bed or lawn, or in a Furnishings Zone in tree wells with a grate as required.
- (2) Tree grates are required for all trees located in tree wells in Pedestrian Realms less than 10 feet in width.
- (3) Spacing for large street trees shall be 30 feet on center. City Manager or Designee may allow modifications based on site specific constraints.

9. Fire Access.

Street configurations have been calculated to provide fire truck access. Where the total width of all travel lanes totaled is narrower than 20 feet, the following shall apply.

- (1) Room to Pass. At 120 foot increments, a 20 foot opening in the on-street parking or a 20 foot dedicated pull-off space must be provided to allow vehicles to pull over for a fire truck to pass.
- (2) Driveway or Fire Hydrant Zone. A driveway or fire hydrant zone may be utilized to fulfill the requirement.

2.3 General Street Layout Requirements.

1. General Layout Standards.

The following standards apply to new streets or newly platted vehicular Rights-of-Way.

- (1) Treatment of Natural Features. Streets shall be designed to respect natural features, such as rivers, woodlands, or slopes, by following rather than interrupting or dead-ending at the feature, if applicable.
- (2) Street Network. The network of streets shall form an interconnected pattern with multiple intersections.
- (3) Existing Streets. The arrangement of streets shall provide for the continuation of existing streets from adjoining areas into new subdivisions.
- (4) Cul-de-sac Streets. Cul-de-sacs are not permitted, unless approved by City Manager or Designee due to site constraints.

2. Intersections.

- (1) Curb Radii. The following curb radii shall be utilized unless otherwise authorized by the City Manager or Designee.
 - (a) Intersections should be designed for actual turning radius of the typical design vehicle as opposed to the maximum design vehicle. Small curb radii at intersections shorten pedestrian crossing distances and reduce vehicle turning

speeds, thereby balancing the ease of travel of the vehicles and pedestrians. Refer to Figure 2.3 (1).

- (b) Neighborhood and Connector Streets. At the intersection of any street with a Neighborhood or a Connector Street, the following curb radii shall be utilized.
 - (i) With on-street parking on both streets, a 5 foot radius may be utilized.
 - (ii) Without on-street parking, a 15 foot radius is required.
- (c) Avenue Streets. At the intersection of Avenues to Avenues or Boulevards, the following curb radii shall be utilized.
 - (i) With on-street parking on both streets, a 10 foot radius is required.
 - (ii) Without on-street parking on either streets, a 25 foot radius is required.
- (d) Larger Radius. When the design vehicle requires a larger curb radius and no on-street parking exists, a 30 foot radius may be utilized for Avenues or Boulevards. Larger radii require approval of the Department of Public Works.
- (e) Alley Intersections. The curb radius at intersections involving Alleys shall be no greater than 5 feet.

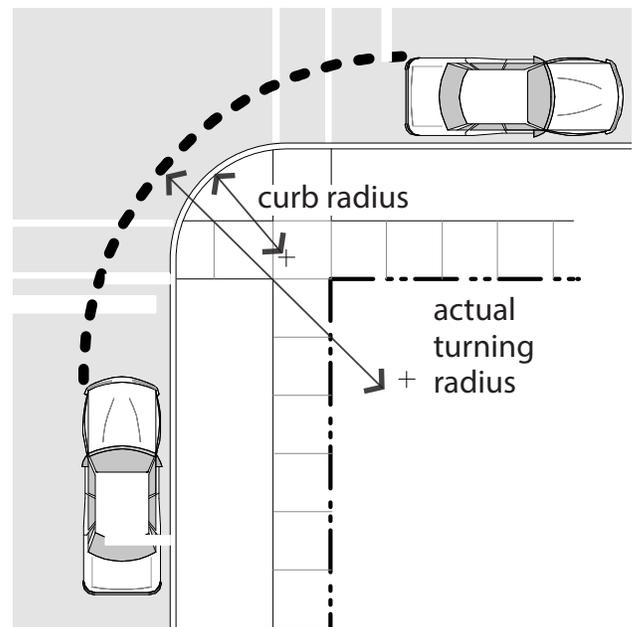


Figure 2.3 (1). Actual Right Turn Radius with On-Street Parking.

2.0 Street Types

- (2) Crosswalks. Crosswalks shall be required at all intersections and mid-block crossings involving Connectors, Avenues, and Boulevards.
 - (a) Dimensions. Crosswalks shall be minimum six feet in width, measured from mid-stripe to mid-stripe, per MUTCD.
 - (b) Markings. Crosswalks shall be appropriately indicated on the finished street surface with painted markings and/or textured or colored pavement.
 - (c) Crossing Distances. To encourage pedestrian activity, typical crosswalks shall not extend over 38 feet without a landscape median, bulb-outs and/or other pedestrian refuge to mitigate the negative effects of vehicular traffic on pedestrian crossing and increase pedestrian safety and comfort. Refer to Figure 2.3 (2) and 2.3 (3).
 - (d) Accessible ramps and warning panels, per the American Disabilities Act or any more stringent state or city requirement, are required where all sidewalks or trails terminate at a crosswalk or curb.
 - (e) Ramp Orientation. Ramps shall be oriented perpendicular to traffic, requiring two ramps per corner at intersecting streets.
- (3) Bulb-outs. To shorten pedestrian crossing distances, bulb-outs should be utilized at all intersections, unless otherwise required by the Department of Public Works. Refer to Figure 2.3 (3).
 - (a) The depth of the bulb-out shall match the utilized on-street parking, either the width of the parallel space or the depth of the diagonal space.
 - (b) The radius of the bulb-out shall match the requirements for the intersection.

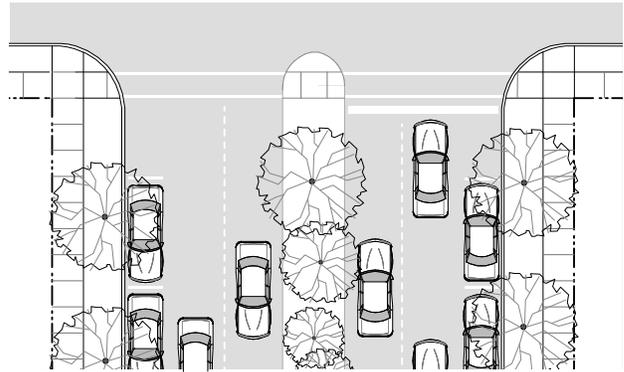


Figure 2.3 (2). Wide Street Crossing with Pedestrian Refuge Median.

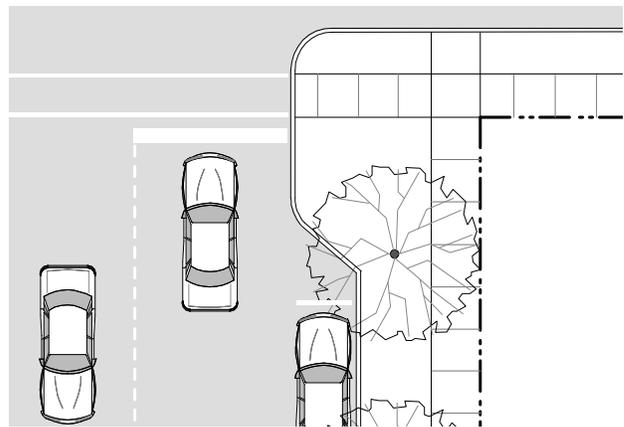


Figure 2.3 (3). Bulb Out.

2.4 Alley.

1. Intent.

The Alley is a very low capacity drive located at the rear of parcels. From the Alley, access to parking facilities, loading facilities, and service areas, such as refuse and utilities is possible without a curb cut or driveway interrupting a street type. Refer to the typical plan and section in Figure 2.4 (1).

2. General Requirements.

Alleys shall be developed using the standards in Table 2.4 (1).

Alley Requirements

Permitted Subdistricts All Subdistricts

Permitted Adjacent Building Types All Building Types

Typical Right-of-Way Width 20'

Vehicular Realm

Travel Lanes 1 yield lane

Lane Width 16'

Allowable Turn Lanes Not applicable

Parking Lanes Not applicable

Pavement Width Minimum 16'
Maximum 20'

Median

Bicycle Facilities¹ Shared

Pedestrian Realm

Pedestrian Facilities Shared; travel lanes are shared among drivers, pedestrians and bicyclists

Street Buffer None required

¹ Reference Figure 2.2 (3) for bicycle facility types and requirements

Section

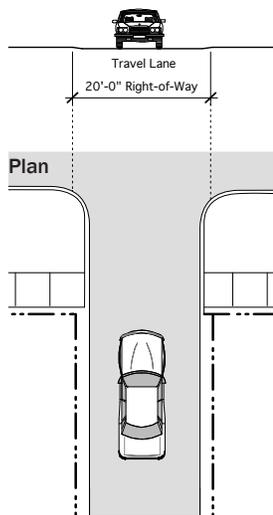


Figure 2.4 (1). Typical Alley.

Table 2.4 (1). Alley Requirements.

2.0 Street Types

2.5 Lane

1. Intent.

A Lane is a very low capacity Street Type that serves only those properties directly adjacent to it. Lanes can have designated realms for vehicular and pedestrian traffic, or these modes can share lanes given the low capacity and slow speed. Refer to the typical plan and section, Figure 2.5 (1).

2. General Requirements.

The Lane shall be developed using the standards in Table 2.5 (1).

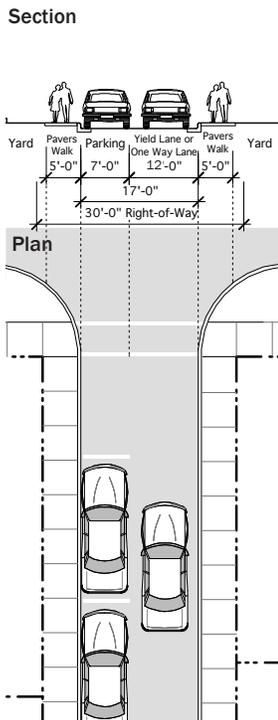


Figure 2.5 (1). Typical Lane.

Lane Requirements

Permitted Subdistricts All Subdistricts

Permitted Adjacent Building Types All Building Types

Typical Right-of-Way Width 27' to 32'

Vehicular Realm

Travel Lanes 1 yield lane

Lane Width 10'

Allowable Turn Lanes Not applicable

Parking Lanes¹ 1 parallel lane required

Pavement Width Minimum 17'
Maximum 20'

Median Prohibited

Bicycle Facilities² Shared

Pedestrian Realm

Pedestrian Facilities Shared; travel lanes are shared among drivers, pedestrians and bicyclists.

Street Buffer None required

¹ Reference 2.2 (3) for on-street parking requirements

² Reference 2.2 (4) for bicycle facility types and requirements

Table 2.5 (1). Lane Requirements.

2.6 Neighborhood Street.

1. Intent.

The Neighborhood Street is a low capacity street designed for slow speeds with a standard right-of-way. It primarily serves those residences or businesses directly adjacent to it. Refer to the typical plan and section, Figure 2.6 (1).

2. General Requirements.

The Neighborhood Street shall be developed using the standards in Table 2.6 (1).

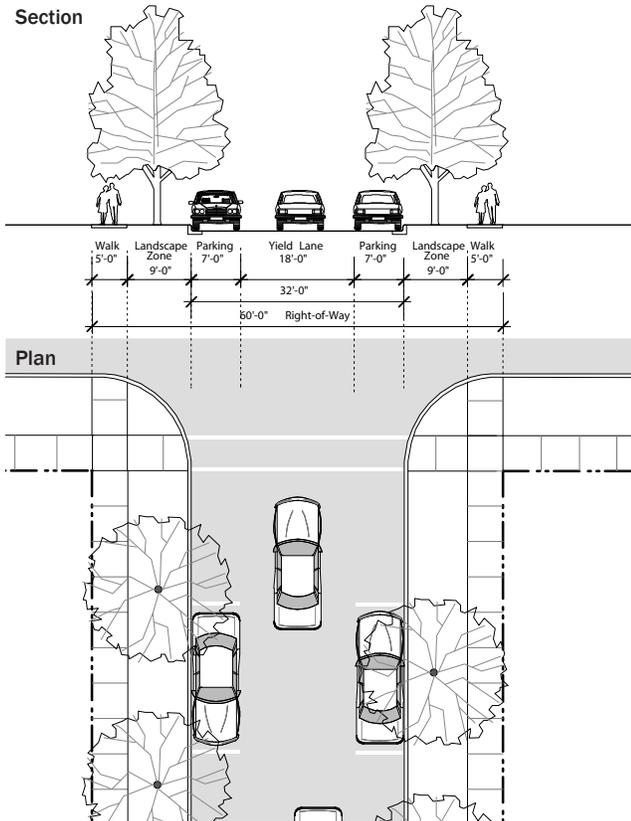


Figure 2.6 (1). Typical Neighborhood Street.

Neighborhood Street Requirements

Permitted Subdistricts All Subdistricts

Permitted Adjacent Building Types All Building Types

Typical Right-of-Way Width 60'

Vehicular Realm

Travel Lanes 1 yield lane

Lane Width 18'

Allowable Turn Lanes Not applicable

Parking Lanes¹ Parallel required on one side of street

Pavement Width 32', 20' for alternative

Median Prohibited

Bicycle Facilities² Shared

Pedestrian Realm

Pedestrian Facilities Minimum 5 feet wide clear sidewalk on both sides

Street Buffer Minimum 9 feet wide Landscape Zone (Parkway)

¹ Reference 2.2 (3) for on-street parking requirements

² Reference 2.2 (4) for bicycle facility types and requirements

Table 2.6 (1). Neighborhood Street Requirements.

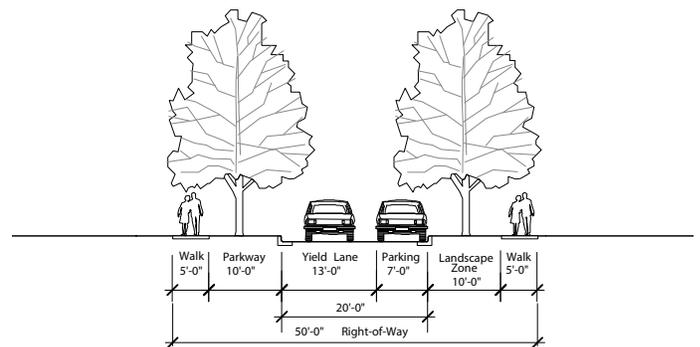


Figure 2.6 (2) Alternative 50' Right-of-Way Neighborhood Street.

2.0 Street Types

2.7 Connector Street.

1. Intent.

The Connector Street is a medium capacity street for slow speeds with a standard right-of-way. It primarily serves as a through street within the Neighborhood and connects Neighborhood Streets to Avenues. Refer to the typical plan and section, Figure 2.7 (1).

2. General Requirements.

Connectors shall be developed using the standards in Table 2.7 (1).

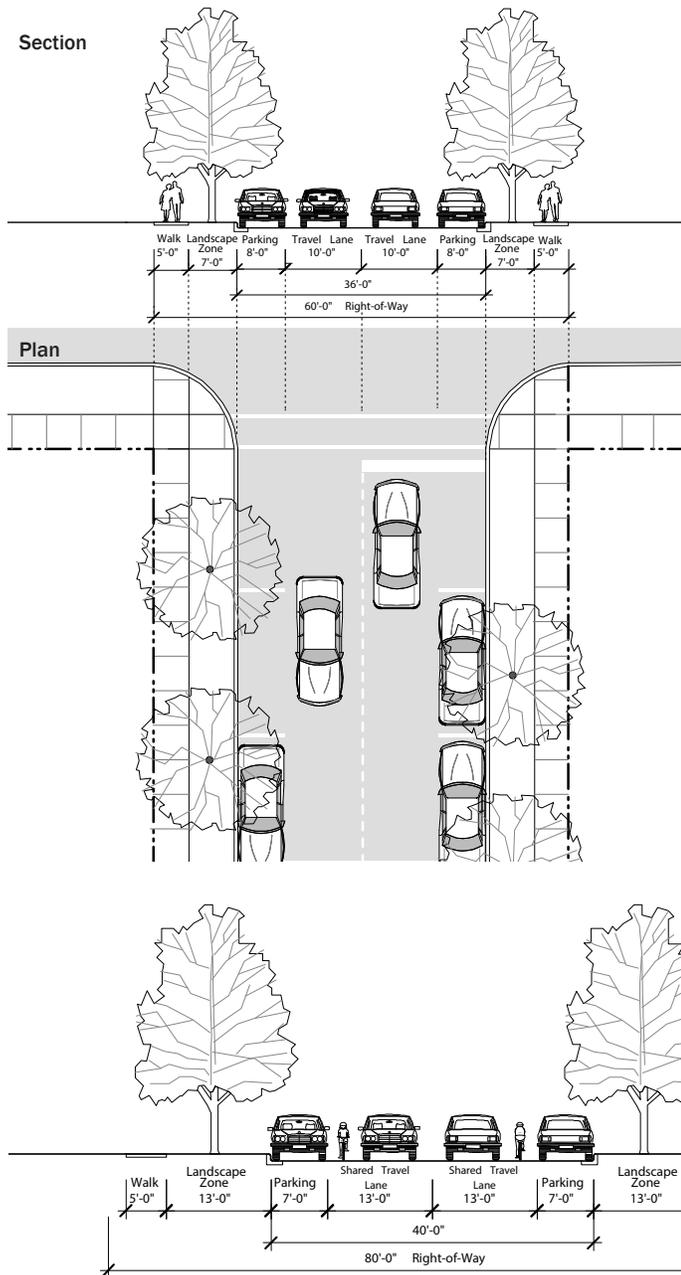


Figure 2.7 (1). Alternative 80' Shared Right-of-Way Connector.

Connector Street Requirements

Permitted Subdistricts	All Subdistricts
Permitted Adjacent Building Types	All Building Types
Typical Right-of-Way Width	60' to 70'
Vehicular Realm	
Travel Lanes	1 lane in each direction
Lane Width	10'
Allowable Turn Lanes	Right permitted in place of parking at intersections with Avenue; left only with median alternative
Parking Lanes ¹	Parallel required on both sides of street.
Pavement Width	36'; 40' for alternative
Median	Permitted with 80' or greater right-of-way.
Bicycle Facilities ²	Shared
Pedestrian Realm	
Pedestrian Facilities	Minimum 5' wide clear sidewalk on both sides
Street Buffer	Minimum 7 feet wide landscape zone or furnishings zone

¹ Reference 2.2 (3) for on-street parking requirements
² Reference 2.2 (4) for bicycle facility types and requirements

Table 2.7 (1). Connector Requirements.

2.8. Avenue.

1. Intent.

The Avenue is a medium to high capacity street for higher speeds with a wider right-of-way. It serves all types of development and provides crosstown connections. Refer to the typical plan and section in Figure 2.8 (1).

2. General Requirements.

Avenues shall be developed using the standards in Table 2.8 (1).

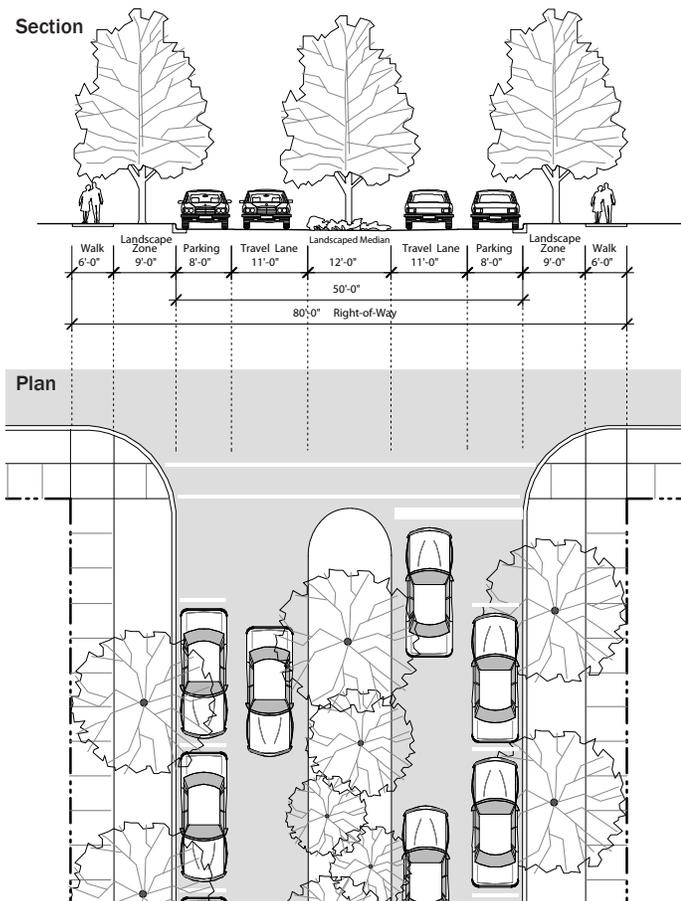


Figure 2.8 (1). Typical Avenue.

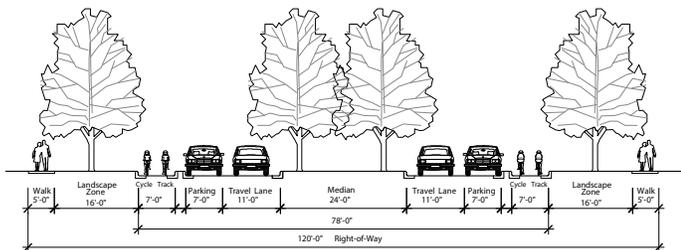


Figure 2.8 (2). Alternative 120' with Median & Cycle Track Connector.

Avenue Requirements

Permitted Subdistricts All Subdistricts

Permitted Adjacent Building Types All Building Types

Typical Right-of-Way Width 66' to 80'

Vehicular Realm

Travel Lanes 1 lane in each direction

Lane Width 11' or 12' with truck traffic

Allowable Turn Lanes Right permitted in place of parking at intersections with Connector; left only with median.

Parking Lanes¹ Parallel required on both sides of street; angled permitted for alternative.

Pavement Width 50'; 78' for alternative

Median Permitted with 80' or greater right-of-way.

Bicycle Facilities² Shared; dedicated bike lane with alternative.

Pedestrian Realm

Pedestrian Facilities Minimum 5' wide clear sidewalk on both sides

Street Buffer Minimum 7 feet wide landscape zone or furnishings zone

¹ Reference 2.2 (3) for on-street parking requirements

² Reference 2.2 (4) for bicycle facility types and requirements

Table 2.8 (1). Avenue Requirements.

3.0 Subdistricts

3.0 Subdistricts

3.1. Introduction

The following subdistricts are hereby created to regulate the location of distinct mixes of building forms and uses permitted within the City Center and 40th Street Corridor districts. Refer to 4.0 Uses for uses and 5.0 Building Types for building types permitted within each subdistrict.

Five subdistricts have been created, and each consists of a series of uses and building types that have been specifically calibrated for the subdistrict.

1. City Center “Core”.

The City Center “Core” constitutes the center of the community and heart of the new city center, and includes the majority of the shops and workplaces within the City Center. The storefront building type that comprises this subdistrict defines a street wall along the primary streets of the area with storefront glass windows. Upper stories of the storefront building may be utilized for living and working.

2. City Center “General”.

The City Center “General” Subdistrict serves as the interstitial fabric of the city, separate from the defined center or core and the edges. This area is primarily comprised by both the storefront building, and the more generic stoop building which have lower minimum transparency levels, and is mainly occupied by office, retail and residential uses at a variety of scales.

3. Riverdale Road “General”.

The Riverdale Road “General” Subdistrict serves as the interstitial fabric of the city, separate from the defined center or core and the edges. This area is primarily comprised by both the storefront building, and the more generic stoop building which have lower minimum transparency levels, and is mainly occupied by office, retail and residential uses at a variety of scales. This Subdistrict also permits drive-through structures and the limited bay building type to allow more flexibility for auto-oriented uses.

4. 40th Street “General”.

The 40th Street “General” Subdistrict combines the storefront building and stoop building to create a corridor that supports a future transit line along 40th Street. Development along this corridor will be at a smaller scale and finer grain, in relation to the city center.

5. Edge Subdistricts.

The Edge Subdistricts are made up of smaller scale residential buildings, which provide a buffer between existing single family residential neighborhoods and the “Core” and “General” Subdistricts.

3.2 Zoning Map.

1. Mapped Subdistricts.

The areas and boundaries of the subdistricts listed in 3.1 are established as shown on the map entitled “Zoning Map of the City of South Ogden and referred to herein as “Zoning Map”. See Figure

3.2 (1) Zoning Map.

3.0 Subdistricts

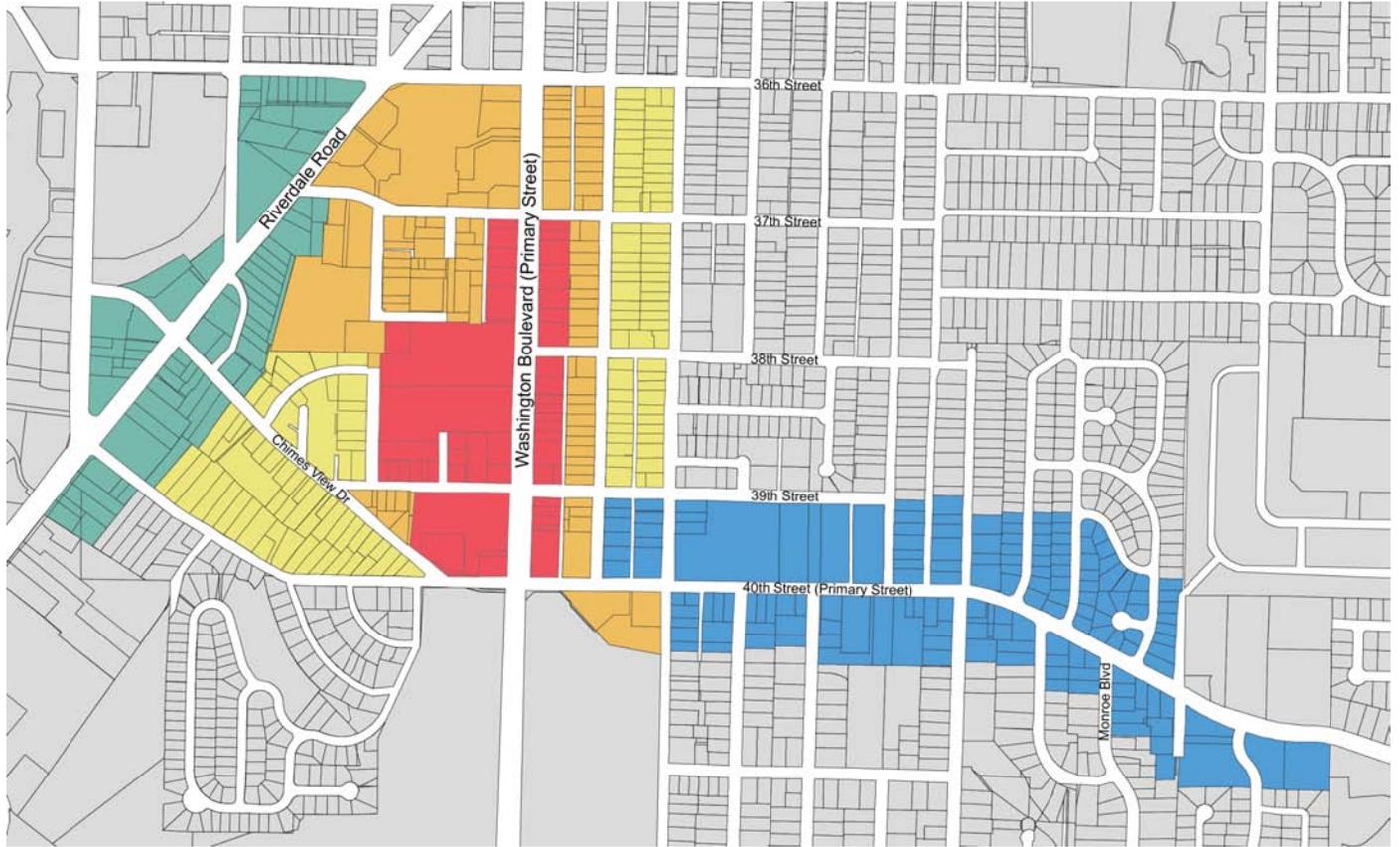


Table 3.2 (1). Zoning Map



4.0 Uses

4.0 Uses

4.1. General Requirements.

1. General Provisions.

The following general provisions apply to the uses outlined in this section.

- (1) A lot may contain more than one use.
- (2) Each of the uses may function as either a principal use or accessory use on a lot, unless otherwise specified.
- (3) Uses are either permitted by-right in a subdistrict, permitted by-right with specific development or design parameters, or require a Conditional Use Permit (refer to 10.2.6) in order to be developed.
- (4) Each use shall be located within a permitted Building Type (Refer to 5.0 Building Types), unless otherwise specified.
- (5) Each use may have both indoor and outdoor facilities, unless otherwise specified.

2. Organization.

The uses are grouped into general categories, which may contain lists of additional uses or clusters of uses.

- (1) Unlisted Similar Use. If a use is not listed but is similar in nature and impact to a use permitted within a zoning subdistrict, the City Manager or Designee may interpret the use as permitted.
 - a. The unlisted use will be subject to any development standards applicable to the similar permitted use.
 - b. If the unlisted use is similar in nature and impact to a use requiring a Conditional Use Permit, the City Manager or Designee may interpret the use as also requiring a Conditional Use Permit.
- (2) Unlisted Dissimilar Use. If a use is not listed and cannot be interpreted as similar in nature and impact to a use within a zoning subdistrict that is either permitted or requires a Conditional Use Permit, the use is not permitted and may only be approved through an amendment of this article.

3. Use Table.

Table 4.1 (1). Uses by Subdistrict outlines the permitted uses in each zoning subdistrict. Each use is given one of the following designations for each zoning subdistrict in which that use is permitted.

- (1) Permitted (“●”). These uses are permitted by-right in the subdistricts in which they are listed.
- (2) Permitted in Upper Stories Only (“◐”). These uses are permitted by-right in the subdistricts in which they are listed, provided that the uses are located in the upper stories of a structure. These uses may also be located in the ground story provided that they are located beyond a depth of at least 30 feet from the front facade.
- (3) Permitted with Development Standards (“◑”). These uses are

permitted by-right in the subdistricts in which they are listed, provided that they are developed utilizing the listed development standards. These standards are intended to alleviate any negative impacts associated with the use, making it appropriate in a subdistrict where it otherwise might not have been appropriate.

- (4) Requires a Conditional Use Permit (“○”). These uses require administrative review and approval (refer to 10.2.7) in order to occur in the subdistricts in which they are listed and must follow any applicable development standards associated with the use as well as meet the requirements of the Conditional Use.
- (5) Listed uses that are not permitted in the subdistrict are indicated by a blank space.

4. Building Types.

The uses permitted within the subdistrict may be further limited by the building types permitted. Refer to 5.0 Building Types.

4.2. Definition of Uses.

1. Residential and Lodging Uses.

A category of uses that include several residence types.

- (1) Residential. One or more dwelling units located within the principal structure of a lot, in which the units may or may not share a common wall with the adjacent (horizontally or vertically) unit or have individual entrances from the outside.
- (2) Hotel & Inn. A facility offering temporary to the general public consisting of sleeping rooms with or without in-room kitchen facilities. Secondary service uses may also be provided, such as restaurants and meeting rooms. Rooms shall be accessed from the interior of the building. In the subdistricts where a Hotel or Inn is permitted with development standards (“◑”), the following applies:
 - a. The facility is limited to twelve rooms.
 - b. Bed and Breakfasts and pensions are permitted.
- (3) Residential Care. A facility offering temporary or permanent lodging to the general public consisting of an unlimited number of sleeping rooms with or without in-room kitchen facilities. Residential care includes such uses as independent and assisted living facilities, and nursing homes. Assistance with daily activities may be provided for residents. Secondary service uses may also be provided, such as restaurants and meeting rooms. Rooms shall be accessed from the interior of the building. In the subdistricts where a residential care facility is permitted with development standards (“◑”), the facility is limited to twelve rooms.

2. Civic Uses.

A category of uses related to fulfilling the needs of day-to-day community life including assembly, public services, educational facilities, and hospitals.

- (1) Assembly. A facility that has organized services, meetings, or

Uses					
	City Center "Core "	City Center "General"	Riverdale Road "General"	40th Street "General"	Edge
Residential & Lodging					
Residential	●	●	●	●	●
Hotel & Inn	●	●	●	●	●
Residential Care	○	○	○	○	○
Civic					
Assembly	○	○	○	○	●
Transit Station	●	●	●	●	●
Hospital & Clinic	●	●	●	●	
Library/Museum/Post Office (no distribution)	●	●	●	●	○
Police & Fire	○	○	○	○	○
School	●	●	●	●	●
Retail					
Neighborhood Retail	●	●	●	●	
General Retail	●	○	●		
Outdoor Sales Lot			○		
Service					
Neighborhood Service	●	●	●	●	
General Service	●	○	○		
Vehicle Service		○	●		
Office & Industrial					
Office	●	●	●	●	●
Craftsman Industrial	●	●	●		
Infrastructure					
Parking Lot	●	●	●	●	
Parking Structure	●	●	●	●	
Utility & Infrastructure	○	○	○	○	
Open Space	●	●	●	●	●
Accessory Uses					
Home Occupation	●	●	●	●	●
Outdoor Storage of Goods		●	●		
Parking Lot	●	●	●	●	
Parking Structure	●	●	●	●	

	City Center Core	City Center General	City Center General	40th Street General	Edge
Beer and Liquor					
Class A License*	●		●		
Class B License*	●	●	●	●	
Class C License*	●	●	●	○	

*Class A - Beer and/or liquor served and drunk on premise (bar/tavern, microbrewery)
 Class B - Beer and/or liquor sold on premise, but on premise drinking is prohibited (convenience and grocery stores, state liquor stores)
 Class C - Beer and/or liquor may be served with a meal in a restaurant.

KEY

- Permitted
- Permitted in Upper Stories Only
- Permitted with Development Standards
- Requires a Conditional Use Permit

Table 4.1 (1). Uses by subdistrict.

4.0 Uses

programs to benefit, educate, entertain, or promote discourse amongst the residents of the community in a public or private setting. Assembly includes such uses as a community center, house of worship, and private clubs and lodges. In the subdistricts where an outdoor sales lot is permitted with development standards (“●”), the following applies:

- a. Parking shall be limited to an area less than the total building footprint area.
 - b. The facility shall primarily serve the adjacent neighborhood.
- (2) Transit Station. A covered passenger boarding and a lighting facility with a platform(s), which may include a waiting room, ticket office or machines, restrooms, or concessions.
 - (3) Hospital & Clinic. A licensed institution providing medical care and health services to the community. These services may be located in one building or clustered in several buildings and may include laboratories, in- and out-patient facilities, training facilities, medical offices, staff residences, food service, pharmacies, and gift shop.
 - (3) Library/Museum. A structure open to the general public, which houses educational, cultural, artistic, or historic information, resources, and exhibits. May also include food service and a gift shop.
 - (4) Police and Fire. A facility providing public safety and emergency services; training facilities, locker rooms, and limited overnight accommodations may also be included. Police and fire facilities require a Conditional Use approval. The facilities shall be housed in a permitted building, but shall have the following additional allowances:
 - a. Garage doors are permitted on the front facade.
 - b. Exempt from maximum driveway widths.
 - (5) Post Office. A publicly accessed facility for the selling of supplies and mail related products and the small scale collection and distribution of mail and packages. Large-scale postal sorting and distribution is not permitted.
 - (6) School. An education facility with classrooms and offices, that may also include associated indoor facilities such as ball courts, gymnasium, theater, and food service.

3. Retail Uses.

A category of uses involving the sale of goods or merchandise to the general public for personal or household consumption.

- (1) Neighborhood Retail. A use in this category occupies a space of less than 12,000 square feet. Neighborhood retail includes such uses as those listed in Table 4.2 (1). Typical Retail Uses.
- (2) General Retail. A use in this category includes all Neighborhood Retail uses occupying a space of greater than 12,000 square feet and such uses as those listed in Table 4.2 (1). Typical Retail Uses.
- (3) Outdoor Sales Lot. A use involving the sale of goods or

merchandise to businesses and/or the general public, where the majority of the goods are stored or displayed outdoors. Outdoor sales lots include such uses as the sale and rental of automobiles, trucks, trailers, boats, and recreational vehicles; and the sale of building materials, landscape materials, and garden supplies. In the subdistricts where an outdoor sales lot is permitted by Conditional Use (“○”), the following applies:

- (1) Not permitted on corner parcels.
- (2) Includes permanent construction of a building utilizing one of the permitted Building Types in the subdistrict.

4. Service.

A category of uses that provide patrons services and limited retail products related to those services. Visibility and accessibility are important to these uses, as most patrons do not utilize scheduled appointments.

- (1) Neighborhood Service. A use in this category occupies a space of less than 12,000 square feet. Neighborhood service includes such uses as those listed in Table 4.2 (2).
- (2) General Service. A use in this category includes all Neighborhood Service uses occupying a space of greater than 12,000 square feet and such uses as those listed in Table 4.2 (2).

5. Vehicle Service.

A business involving the servicing of vehicles and/or the distribution of fuel to residents of the community and region. A convenience store may also be included as a secondary use, as well as the sale of propane and kerosene. Vehicle service includes such uses as automotive filling stations, vehicle repair, car wash facilities, and tire sales and mounting. In the subdistricts where vehicle service is permitted with development standards (“●”), the following apply:

- (1) Use Limitation. Repair and wash facilities for semi-trucks, recreational vehicles, boats, and other oversized vehicles are not permitted.
- (2) Service Bays. Vehicular service bays, including garages and car wash bays, shall not be located on the front facade, unless otherwise permitted by the Building Type.
- (3) Outdoor Storage. Disabled or inoperable vehicles and those awaiting pick-up may be stored outdoors if:
 - a. The vehicles are not stored for more than two days.
 - b. The storage area is located in the rear yard screened from view of the front lot line.
 - c. The storage area is screened using the Side & Rear yard buffer outlined in 7.0 Landscape, regardless of the adjacent land uses.
- (4) Outdoor Activities.
 - a. All repairs or washing activities must occur inside a structure.
 - b. Vacuuming activities may occur in open air, but must be

located in the side or rear yards, screened from the front lot line.

- c. Temporary outdoor display of seasonal items, such as windshield wiper fluid or salt, is permitted during business hours under the canopy and adjacent to the principal structure.

Neighborhood Retail

Antique Shop
 Apparel & Accessory Store
 Art & Education Supplies
 Bakery, Retail
 Bicycle Sales & Repair
 Book, Magazine, & Newspaper Store
 Building Materials, Hardware, and Garden Supply
 Camera & Photo Supply Store
 China & Glassware Shop
 Convenience Store
 Drug Store/Pharmacy
 Fabric & Craft Store
 Florist
 Gift, Novelty, & Souvenir Shop
 Grocery Store
 Hardware Store
 Hobby Shop
 Jewelry Sales & Repair
 Luggage & Leather Goods
 Music Store
 Musical Instrument Repair & Sales
 Office Supply
 Optical Goods
 Paint & Wallpaper
 Party Supply Shop
 Pet & Pet Supply
 Specialty Food Market (Butcher, Candy, Fish Market, Produce, etc.)
 Sporting Goods Sales & Rental
 Stationary & Paper Store
 Toy Shop
 Video/Game Sales & Rental

Table 4.2 (1). Typical Retail Uses.

General Retail

All Neighborhood Retail
 Appliance & Electronic Sales & Service
 Automotive Supply (no service)
 Computer Software Sales & Leasing
 Department Store
 Gun Shop
 Home Furnishings & Accessories Sales & Rentals
 Medical Supply Store & Rental
 Motorcycle & Motor Scooter Sales
 Heating, Air Conditioning & Plumbing Supplies, Sales, & Service
 Cabinet Supply (display only)
 Machine Sales and Rental
 Agriculture Equipment and Supply
 Electrical Supplies
 Merchandise Vending Machine Operators
 Medical Supply Store & Sales
 Pawn Shop
 Smoke Shop

Neighborhood Service

Arcade
 Bank or other Financial Service
 Barber Shop, Beauty Salon, & Spa
 Billiard Hall
 Catering
 Day Care, Adult or Child
 Dry Cleaning & Laundry
 Emergency Care Clinic
 Fitness, Dance Studio, & Gym
 Framing
 Home Furniture & Equipment
 Repair
 Locksmith
 Mailing Services
 Pet Grooming
 Photocopying & Printing
 Photography Studio & Supplies (on-site processing permitted)
 Restaurants (refer to state law for alcoholic beverage requests)
 Shoe Repair
 Tailor & Seamstress
 Tanning Salon
 Theater
 Training Center
 Travel Agency & Tour Operator
 Veterinarian

Table 4.2 (2). Typical Service Uses.

Office

Architecture/Engineering/Design
 Building Contractor (office only)
 Business Consulting
 Charitable Institutions
 Computer Programming & Support
 Detective Services
 Educational Services (tutor & testing)
 Employment Agency
 Financial & Insurance
 Government Offices
 Legal Services
 Management Services
 Physical Therapy/Physical Rehabilitation
 Medical & Dental with Laboratory
 PR & Advertising
 Property Development
 Radio & TV Studio
 Real Estate

Table 4.2 (3). Typical Office Uses.

General Service

All Neighborhood Services
 Short Term Lending Business*
 Animal Boarding (interior only)
 Aquatic Facilities
 Batting Cages
 Bowling Alley
 Concert Hall
 Exterminating & Disinfecting Service
 Funeral Home
 Miniature Golf Course
 Recreation, Commercial Indoor
 Repair of Small Goods & Electronics
 Shooting & Archery Ranges (indoor only)
 Skating Rink
 Tattoo/Piercing Parlor

*Must comply with 10-8a-4(E)(1)(2) of SOC Code

4.0 Uses

6. Office Uses.

A category of uses for businesses that involve the transaction of affairs of a profession, service, industry, or government. Patrons of these businesses usually have set appointments or meeting times; the businesses do not typically rely on walk-in customers. Office uses include those listed in Table 4.2 (3). In the districts where an office use is permitted with development standards (“O”), the use is considered a home occupation and shall meet the following standards:

- (1) In a live/work building, the use is exempt from the following standards.
 - a. Hour of Operation. Permitted hours of operations are 6:00 AM to 9:00 PM.
 - b. Residence. The operator of the business shall reside in the dwelling unit.
 - c. Vehicles. Parking of a vehicle associated with the business must be accommodated on site.

Craftsman Industrial

Apparel & Finished Fabric Products
Bakery & Confections
Beverages, including Beer, Wine, Liquor, Soft Drinks, Coffee
Botanical Products
Brooms & Brushes
Canning & Preserving Food
Commercial Scale Copying & Printing
Construction Special Trade Contractors
Cut Stone & Cast Stone
Dairy Products
Electronics Assembly
Engraving
Electrical Fixtures
Fabricated Metal Products
Film Making
Furniture & Fixtures
Glass
Household Textiles
Ice
Jewelry, Watches, Clocks, & Silverware
Leather Products
Meat & Fish Products, no Processing
Musical Instruments & Parts
Pasta
Pottery, Ceramics, & Related Products
Printing, Publishing & Allied Industries
Shoes & Boots
Signs & Advertising
Small Goods Manufacturing
Smithing
Taxidermy
Textile, Fabric, Cloth
Toys & Athletic Goods
Upholstery
Woodworking

Table 4.2 (4). Typical Craftsman Industrial Uses.

7. Craftsman Industrial.

A use involving small scale manufacturing, production, assembly, and/or repair with little to no noxious by-products that includes a showroom or small retail outlet that is accessible to the public. Craftsman industrial includes such uses as those found in Table 4.2 (4). This use may also include associated facilities such as offices and small scale warehousing, but distribution is limited. The maximum overall gross floor area is limited to 20,000 square feet, unless otherwise noted. In the subdistricts where a craftsman industrial use is permitted with development standards (“CI”), the following apply:

- (1) A minimum 20% of gross floor area shall be dedicated to a showroom located at the front of the space and is in view of a public Right-of-Way.
- (2) Outdoor activities and storage of goods are not permitted.

8. Parking Lot.

A lot that does not contain a permitted building or Open Space Type and is solely used for the parking of vehicles. In the subdistricts where a parking lot is permitted with development standards (“P”), the following apply:

- (1) Corner Lots. A corner lot shall not be used as a parking lot.
- (2) Adjacent Parking Lots. Two parking lots cannot be located directly adjacent to one another.
- (3) Single Family. Parking lot cannot be associated with a single family use.
- (4) Distance. Parking lot must be within 1,300 feet of the principal entrance to the associated use unless:
 - a. At least 75% of the spaces are dedicated for public use.
 - b. An approved parking agreement is in place (refer to 8.0 Parking).
- (5) Pedestrian Access. Must be connected to associated use by a dedicated, public pedestrian pathway.
- (6) Commercial Vehicles. Parking lots for commercial vehicles are not permitted in these subdistricts.

9. Parking Structure.

A parking structure on a lot that does not contain a permitted Building Type and is solely used for the parking of vehicles. In the subdistricts where a parking structure is permitted with development standards (“PS”), the following apply:

- (1) Corner Lots. A corner lot shall not be used for a parking structure on primary streets. Parking structures may be used for corner lots on other streets if ground floor of structure is dedicated for commercial use.
- (2) Adjacent Parking Lots. Two parking facilities (lots or structures) cannot be located directly adjacent to one another.
- (3) Primary Street. Parking structures fronting Primary Streets must have ground floor dedicated to commercial uses.

-
- (4) Distance. Parking structure must be within 1,300 feet of the principal entrance to the associated use unless:
 - a. At least 75% of the spaces are dedicated for public use.
 - b. An approved parking agreement is in place (refer to 8.0 Parking).
 - (5) Pedestrian Access. Must be connected to associated use by a dedicated, public pedestrian pathway.
 - (6) Commercial Vehicles. Parking structures for commercial vehicles are not permitted in these subdistricts.

10. Utility and Infrastructure.

A lot that is primarily utilized for the City's infrastructure needs. Utility and infrastructure includes such uses as electric or gas services, sewage treatment, water treatment and storage, and energy conversion systems. In all subdistricts, utilities and infrastructure require a Conditional Use Permit ("○").

11. Open Space.

A use of land for active or passive, public or private, outdoor space, including such uses as parks, plazas, greens, playgrounds, or community gardens. Refer to 6.0 Open Space Types for permitted forms of open space. Open space uses may also be utilized to host temporary private or community events, such as a farmer's market or art fair. In the subdistricts where open space is permitted with development standards ("●"), the following apply:

- (1) Parking. Parking lots are not permitted in open space in any subdistrict unless otherwise approved by City Manager or Designee.
- (2) Stormwater Accommodations. Open space that incorporates stormwater management on a site or subdistrict scale is encouraged.
 - a. Stormwater facilities shall be designed to accommodate additional uses, such as an amphitheater or a sports field.
 - b. Stormwater facilities shall be designed not to be fenced and shall not impede public use of the land they occupy.
- (3) This use may involve small scale food and beverage service, no more than 200 square feet in space, located in a kiosk, with no service access.
- (4) Buildings located directly adjacent to an open space use shall treat facades facing this use with street facade requirements.

12. Accessory Uses.

A category of uses that are not permitted to serve as the principal use on a zoning lot.

- (1) Home Occupation. An occupational use that is clearly subordinate to the principal use as a residence and does not require any alteration to the exterior of a building.
- (2) Parking Lot. An uncovered paved surface used solely for the parking of vehicles, intended for use by the occupants in an

adjacent building on the lot. Parking lot locations are regulated by Building Type. Refer to 5.0 Building Types.

- (3) Parking Structure. A structure used solely for the parking of vehicles, intended for use by the occupants in an adjacent building on the lot. Parking Structures within the buildings are regulated per Building Type. Refer to 5.0 Building Type. Separate structure locations are also regulated by Building Type, but shall also meet all of the requirements of 5.2.9. Parking Structure.
- (4) Outdoor Storage of Goods. Permanent outdoor storage of goods not typically housed or sold indoors, such as large scale materials and building and landscape supplies. In the subdistricts where outdoor storage of goods is permitted with development standards ("●"), the following development standards apply:
 - (a) Outdoor storage areas shall be located in the rear or side yard of the lot.
 - (b) Loose materials shall not be stacked higher than six feet.
 - (c) Loose materials shall at a minimum be stored in a three-sided shelter and shall be covered.
 - (d) Materials shall be set back a minimum of five feet from any lot line.
 - (e) All outdoor storage areas shall be screened from view of adjacent parcels and vehicular rights-of-way using the heavy side or rear buffer, refer to 7.0 Landscape Requirements for Side and Rear Buffer.

5.0 Building Types

5.0 Building Types

5.1. Introduction to Building Type Standards

1. Introduction

The Building Types detailed in 5.0 Building Types outline the required building forms for new construction and renovated structures within the Subdistricts defined in 3.0.

2. General Requirements.

All Building Types must meet the following requirements.

- (1) Zoning Subdistricts. Each Building Type shall be constructed only within its designated subdistricts Refer to Table 5.1 (1) Permitted Building Types by Subdistricts.
- (2) Uses. Each Building Type can house a variety of uses depending on the subdistrict in which it is located. Refer to 4.0 Uses for uses permitted per subdistrict. Some Building Types have additional limitations on permitted uses.
- (3) No Other Building Types. All buildings constructed must meet the requirements of one of the Building Types permitted within the zoning subdistrict of the lot.
- (4) Permanent Structures. All buildings constructed shall be permanent construction without a chassis, hitch, or wheels, or other features that would make the structure mobile, unless otherwise noted.
- (5) Accessory Structures.
 - (a) Attached accessory structures are considered part of the principal structure.

- (b) Detached accessory structures are permitted per each Building Type and shall comply with all setbacks except the following:
 - (i) Detached accessory structures are not permitted in the front yard.
 - (ii) Detached accessory structures shall be located behind the principal structure in the rear yard.
 - (iii) Detached accessory structures shall not exceed the height of the principal structure.

5.2 Explanation of Building Type Table Standards

The following explains and further defines the standards outlined on the tables for each Building Type, refer to 5.3 through 5.8.

1. Building Siting.

The following explains the line item requirements for each Building Type Table within the first section entitled "Building Siting".

- (1) Multiple Principal Structures. The allowance of more than one principal structure on a lot.
- (2) Front Sidewalk Coverage. Refer to Figure 5.2 (1). Measuring Front Sidewalk Coverage. Measurement defining the minimum percentage of street wall or building facade required along the street. The width of the principal structure(s) (as measured within the front build-to zone) shall be divided by the maximum width of the front build-to zone (BTZ).
 - (a) Certain buildings have this number set to also allow the development of a courtyard along the front property line.
 - (b) Some frontage types allow side yard parking to be exempted from the front lot line coverage calculation. If such an exemption is permitted, the width of up to one double loaded aisle of parking, located with the drive perpendicular to the street and including adjacent sidewalks and landscaping, may be exempted, to a maximum of 72 feet.
- (3) Occupation of Corner. Occupying the intersection of the front and corner build-to zones with a principal structure.
- (4) Front Build-to Zone. The build-to zone or setback parallel to the front property line. Building components, such as awnings or signage, are permitted to encroach into the build-to zone

Building Types		Building Types by Subdistricts				
		City Center "Core"	City Center "General"	Riverdale Road "General"	40th Street "General"	Edge
Building Types	Storefront	●	●	●	●	
	General Stoop		●	●	●	
	Limited Bay			●		
	Row Building		●	●	●	●
	Yard Building					●
	Civic Building	●	●	●	●	●

● = Permitted

Table 5.1 (1). Permitted Building Types by subdistrict

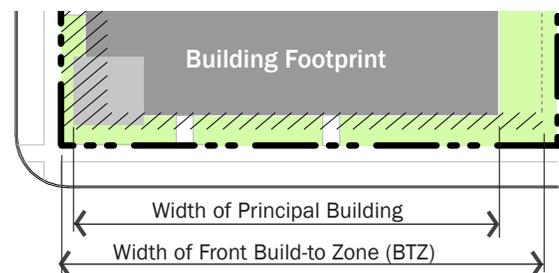


Figure 5.2 (1). Measuring Front Property Line Coverage

-
- (a) All build-to zone and setback areas not covered by building must contain either landscape, patio space, or sidewalk space.
 - (5) Corner Build-to Zone. The build-to zone or setback parallel to the corner property line.
 - (a) All build-to zone and setback areas not covered by building must contain either landscape, patio space, or sidewalk space.
 - (6) Minimum Side Yard Setback. The minimum required setback along a side property line.
 - (7) Minimum Rear Yard Setback. The minimum required setback along a rear property line.
 - (8) Minimum & Maximum Lot or Building Width. Depending on the Building Type, either the minimum or maximum building or unit width will be noted or the minimum and maximum width of a lot, all measured at or parallel to the front property line.
 - (9) Parking & Loading Location. The yard in which a surface parking lot, detached garage, attached garage door access, loading and unloading, and associated drive is permitted.
 - (10) Vehicular Access. The permitted means of vehicular ingress and egress to the lot.
 - (a) Alleys, when present, shall always be the primary means of access.
 - (b) When alleys are not present, a driveway may be permitted per Building Type and, if an alternative is available, shall not be located off a Primary Street.
 - (a) Floor height is measured in feet between the floor of a story to the floor of the story above it.
 - (b) Floor height requirements apply only to street facing facades.
 - (c) For single story buildings and the uppermost story of a multiple story building, floor to floor height shall be measured from the floor of the story to the tallest point of the ceiling.
 - (4) Existing Single Family Residential Buffer. In order to assure compatibility of new construction with adjacent single family zones along the 40th "Transit" Street.
 - (a) Transitions fro Single Family Homes. A 20-foot setback is required from the property line adjacent to a single family detached home. At 20 feet, 25-foot building height is permitted in between the property line and 30 feet. After 30 feet, every 2 feet in additional horizontal distance from the property line permits 1 foot of additional vertical building height. See figure 5.2 (5).

2. Height

The following explains the line item requirements for each Building Type Table within the second section entitled "Height".

- (1) Minimum Overall Height. The minimum overall height for the building shall be located within the build-to zone; stories above the required minimum height may be stepped back from the facade.
- (2) Maximum Overall Height. The sum of a building's total number of stories.
 - (a) Half stories are located either completely within the roof structure with street-facing windows or in a visible basement exposed a maximum of one half story above grade.
 - (b) A building incorporating both a half story within the roof and a visible basement shall count the height of the two half stories as one full story.
 - (c) Some Building Types require a building facade to step back as its height increases. If required, the upper stories of any building facade with street frontage shall be setback a designated amount beyond the building facade of the lower stories.
- (3) Ground Story and Upper Story, Minimum and Maximum Height. (Refer to Figure 5.2 (3). Measuring Height). Each frontage type includes a permitted range of height in feet for each story. Additional information is as follows:

5.0 Building Types

3. Uses

The following explains the line item requirements for each Building Type Table within the third section entitled "Uses." Refer to Section 4.0. Uses for uses permitted within each Zoning subdistrict. The requirements in this section of the Building Type Tables may limit those uses within a specific Building Type.

- (1) Ground and Upper Story. The uses or category of uses which may occupy the ground and/or upper story of a building.
- (2) Parking Within Building. The area(s) of a building in which parking is permitted within the structure.
- (3) Required Occupied Space. The area(s) of a building that shall be designed as occupied space, defined as interior building space regularly occupied by the building users. It does not include storage areas, utility space, or parking.

4. Street Facade Requirements

The following explains the line item requirements for each Building Type Table 5.3 through 5.8, within the fourth section of each table entitled "Street Facade Requirements". Street Facade Requirements apply only to facades facing a public or private right-of-way. The rear or interior side yard facades are not required to meet these standards unless otherwise stated.

- (1) Minimum Ground Story and Upper Floor Transparency. (Refer to Figure 5.2 (4), Measuring Transparency). The minimum amount of transparency required on street facades with street frontage.
 - (a) Transparency is any glass in windows and/or doors, including any mullions, that is highly transparent with low reflectance.
 - (i) Ground Story Transparency, when defined separately from the overall minimum transparency, shall be measured between two feet and eight feet from the average grade at the base of the front facade.
 - (ii) A general Minimum Transparency requirement shall be measured from floor to floor of each story.
- (2) Blank Wall Limitations. A restriction of the amount of windowless area permitted on a facade with street frontage. If required, the following shall both be met for each story:
 - (a) No rectangular area greater than 30% of a story's facade, as measured from floor to floor, may be windowless; and
 - (b) No horizontal segment of a story's facade greater than 15 feet in width may be windowless, unless approved by City Manager or Designee.
- (3) Entrance Type. The Entrance Type(s) permitted for the entrance(s) of a given Building Type. A mix of permitted Entrance Types may be utilized. Refer to 5.9 Entrance Types for definition of and additional requirements for each Entrance Type.
- (4) Principal Entrance Location. The facade on which the primary building entrance is to be located.
- (5) Required Number of Street Entrances. The minimum number of and maximum spacing between entrances on the ground floor building facade with street frontage.

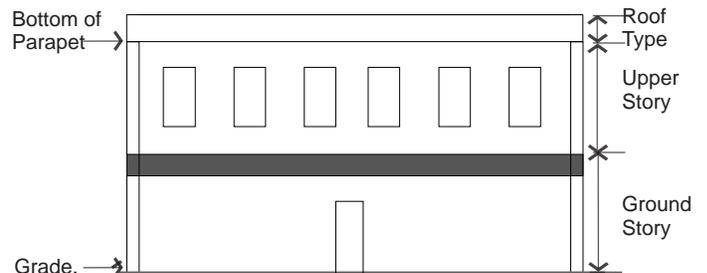
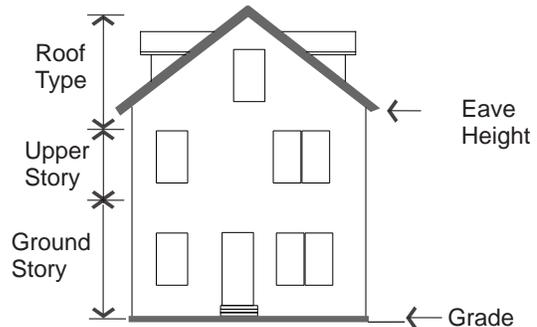


Figure 5.2 (3). Measuring Height

- (6) Vertical Facade Divisions. The use of a vertically oriented expression line or form to divide the facade into increments no greater than the dimension shown, as measured along the base of the facade. Elements may include a column, pilaster, or other continuous vertical ornamentation a minimum of one and a half inch depth.
- (7) Horizontal Facade Divisions. The use of a horizontally oriented expression line or form to divide portions of the facade into horizontal divisions. Elements may include a cornice, belt course, molding, string courses, or other continuous horizontal ornamentation a minimum of one and a half inch depth.

5. Roof Type

The following explains the line item requirements for each Building Type Table in Sections 5.3 through 5.8, within the fifth section entitled "Roof Types".

- (1) Permitted Roof Type. The roof type(s) permitted for a given Building Type. Refer to 5.10. Roof Types for more specific requirements.
- (2) Tower. A vertical building extension that may be permitted in conjunction with another roof type on certain Building Types. Refer to 5.10. Roof Types.



Measuring Ground Floor Transparency on a Storefront base.

Measuring Transparency on Each Story.

Figure 5.2 (4). Measuring Transparency.

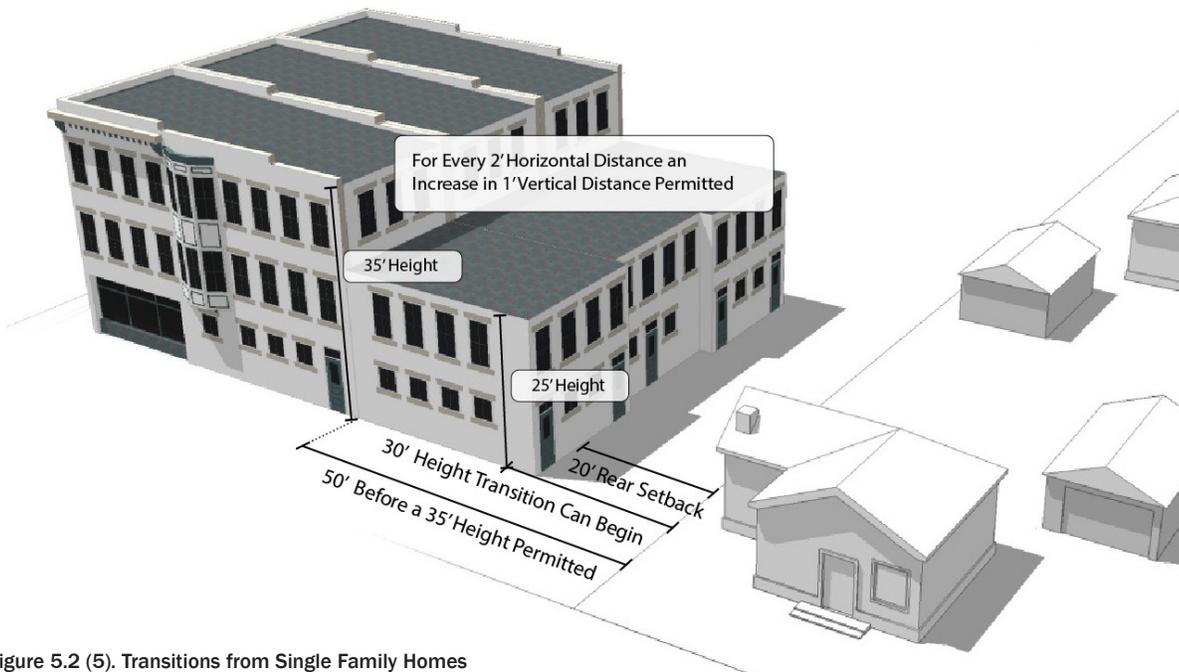


Figure 5.2 (5). Transitions from Single Family Homes

5.0 Building Types

5.3 Storefront Building

1. Description & Intent

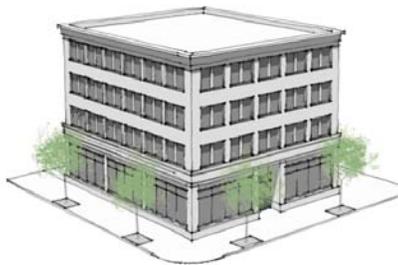
The Storefront Building is intended for use as a mixed use building located close to the front property line with parking typically in the rear or side of the lot.

The key facade element of this Building Type is the storefront required on the ground floor front facade, with large amounts of glass and regularly spaced entrances.

This building is available in a variety of intensities, depending on the subdistrict within which it is located.

2. Regulations

Regulations for the Storefront Building Type are defined in the adjacent table.



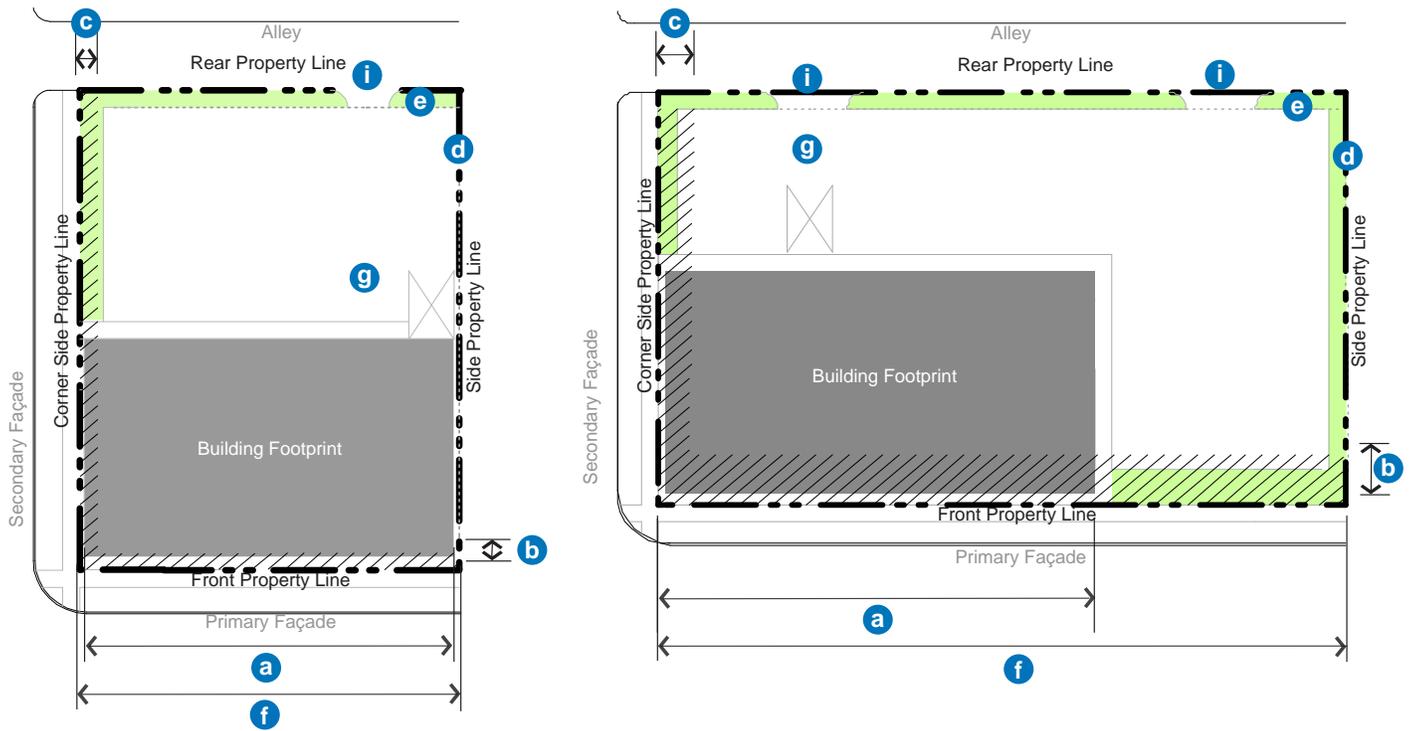
Notes

¹ Lots wider than 140 feet are permitted one double-loaded aisle of surface parking (maximum width of 72 feet), located perpendicular to the front property line, which is exempt from front property line coverage.

² Above the third story, the upper stories of any building facade with street frontage shall have a step back from the lower stories that is a minimum of six feet.

³ If 18 feet or more in height, ground story shall count as two stories towards maximum building height.

	Permitted Subdistricts			
	City Center "Core"	City Center "General"	Riverdale Road "General"	40th Street "General"
(1) Building Siting Refer to Figure 5.3 (1).				
Multiple Principal Buildings	permitted	permitted	permitted	permitted
a Front Sidewalk Coverage	85%	80%	80%	80% ¹
Occupation of Corner	required	required	required	required
b Front Build-to Zone	0' to 5'	0' to 5'	0' to 10'	0' to 5'
c Corner Build-to Zone	0' to 5'	0' to 5'	0' to 10'	0' to 5'
d Minimum Side Yard Setback	0'	0'	0'	0'
e Minimum Rear Yard Setback	5'	5'	5'	5'
f Minimum Lot Width Maximum Lot Width	none none	none none	none none	none none
g Parking & Loading Location	rear yard	rear yard	rear yard	rear & side yard ¹
i Vehicular Access	Alley only; if no alley exists, 1 driveway is permitted per non-Primary Façade, or as approved by the City Manager or Designee	Alley; if no alley exists, 1 driveway is permitted per non-Primary Façade, or as approved by the City Manager or Designee	Alley; if no alley exists, 1 driveway is permitted per non-Primary Façade, or as approved by the City Manager or Designee	Alley; if no alley exists, 2 driveways are permitted off non-Primary Façades, or as approved by the City Manager or Designee
(2) Height Refer to Figure 5.3 (2).				
j Minimum Overall Height	2 story	1 story	1 story	1 story
k Maximum Overall Height	5 stories ²	5 stories ²	5 stories ²	3 stories ²
l Ground Story: Minimum Height Maximum Height	14' 20' ³	14' 20' ³	14' 20' ³	14' 20' ³
m Upper Stories: Minimum Height Maximum Height	9' 14'	9' 14'	9' 14'	9' 14'
(3) Uses Refer to Figure 5.3 (2). Refer to 4.0 Uses for permitted uses.				
n Ground Story	retail, service	retail, service, office	retail, service, office	retail, service, office,
o Upper Story	any permitted use			
p Parking within Building	permitted fully in any basement and in rear of upper floors			
q Required Occupied Space	30' deep on all full floors measured from the front facade			
(4) Street Façade Requirements Refer to Figure 5.3 (3).				
r Minimum Ground Story Transparency Measured between 2' and 8' above grade	75%	65%	65%	65% front only
s Minimum Transparency per each Story	15%	15%	15%	15%
Blank Wall Limitations	required, see 5.2.4 (2)			
t Front Façade Entrance Type	storefront, arcade	storefront, arcade	storefront, arcade	storefront, arcade
u Principal Entrance Location	front facade	front facade	front facade	front or corner facade
Required Number of Street Entrances	1 per each 75' of front facade	1 per each 75' of front facade	1 per each 75' of front facade	1 per each 100' of front facade
Vertical Façade Divisions	every 30' of façade width	every 30' of façade width	every 50' of façade width	every 50' of façade width
Horizontal Façade Divisions	required within 3' of the top of the ground story, and every fifth floor above the first floor			
(5) Roof Type Requirements Refer to Figure 5.3 (3).				
v Permitted Roof Types	parapet, pitched, flat	parapet, pitched, flat	parapet, pitched, flat	parapet, pitched, flat
Tower	permitted	permitted	permitted	permitted



Typical Site Plan

Site Plan with Side Yard Parking "Core"

Figure 5.3 (1). Storefront Building: Building Siting.

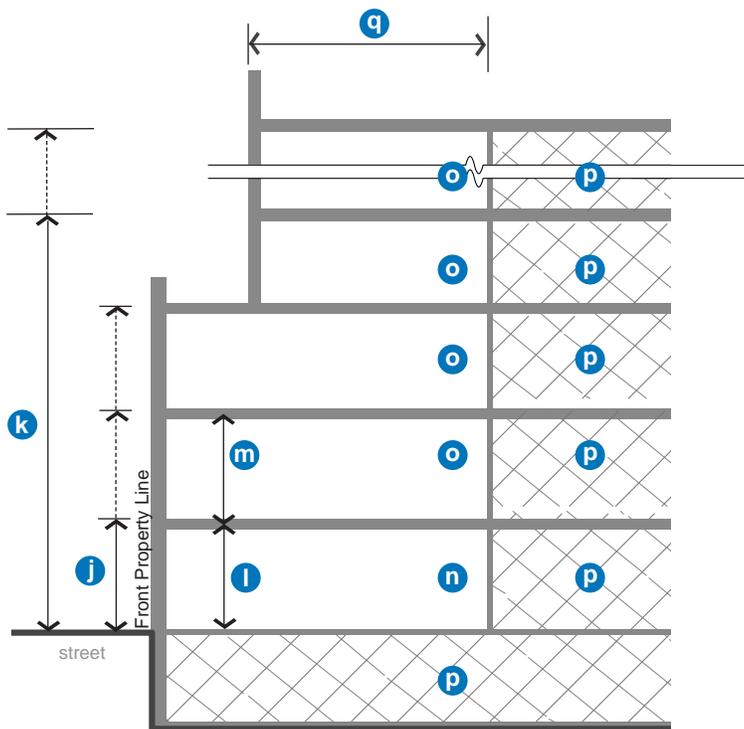


Figure 5.3 (2). Storefront Building: Height & Use Requirements.

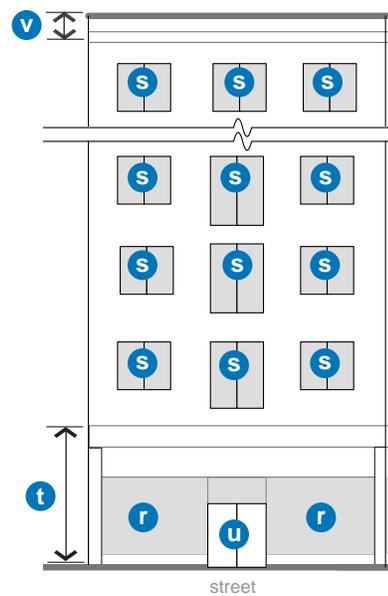


Figure 5.3 (3). Storefront Building: Street Facade Requirements.

5.0 Building Types

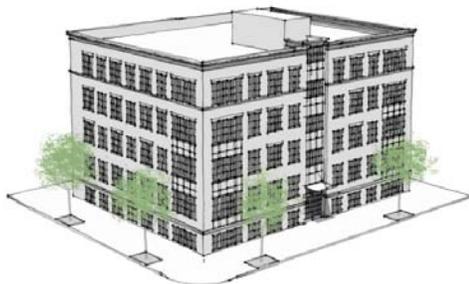
5.4 General Stoop Building

1. Description & Intent

The General Stoop Building Type is limited in terms of uses by the subdistrict within which it is located, generally housing office and/or residential uses. Similar to the Main Street Building, the General Stoop building is intended to be built close to the front and corner property lines allowing easy access to passing pedestrians and transit riders. Parking may be provided in the rear of the lot, internally in the building, or, in some cases, one double loaded aisle of parking is permitted in the interior or the side yard at the front property line. The minimum and maximum heights of this Building Type depend on the subdistrict within which it is located.

2. Regulations

Regulations for the General Stoop Building Type are defined in the adjacent table.



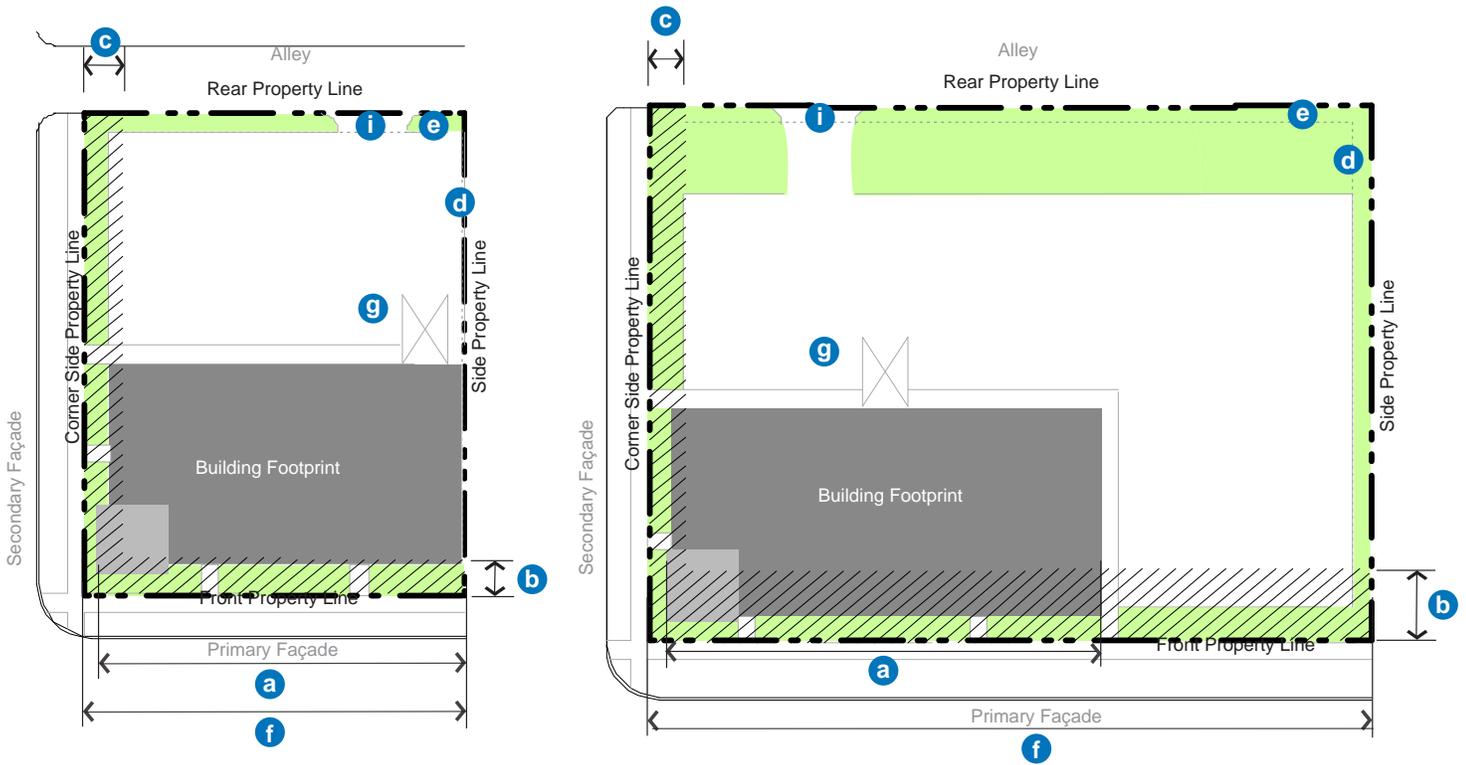
Notes

¹ A courtyard covering up to 35% of the front facade is permitted and may contribute to the Front Lot Line Coverage requirement.

² Lots wider than 140 feet are permitted one double-loaded aisle of parking (maximum width of 72 feet), located perpendicular to the front property line, which is exempt from front property line coverage.

³ Upper stories above the third story on any building facade with street frontage shall have a step back from the lower stories that is a minimum of six feet.

	City Center "General"	Riverdale Road "General"	40th Street "General"
(1) Building Siting Refer to Figure 5.4 (1).			
a Multiple Principal Buildings	not permitted	not permitted	permitted
Front Sidewalk Coverage	80% ¹	80% ¹	80%
b Occupation of Corner	required	required	required
c Front Build to Zone	0' to 10'	0' to 10'	0' to 10'
d Corner Build to Zone	0' to 10'	0' to 10'	0' to 10'
e Minimum Side Yard Setback	0'	0'	5'
f Minimum Rear Yard Setback	5'	5'	5'
Minimum Lot Width	none	none	100'
Maximum Lot Width	none	none	none
g Parking & Loading Location	rear yard	rear yard	rear & side yard
i Vehicular Access	Alley; if no alley exists, 1 driveway is permitted per non-Primary Façade, or as approved by the City Manager or Designee	Alley; if no alley exists, 1 driveway is permitted per non-Primary Façade, or as approved by the City Manager or Designee	Alley; if no alley exists, 1 driveway is permitted street, or as approved by the City Manager or Designee
(2) Height Refer to Figure 5.4 (2).			
j Minimum Overall Height	1 story	1 story	1 story
k Maximum Overall Height	5 stories ³	5 stories ³	3 stories ³
l All Stories: Minimum Height	9'	9'	9'
Maximum Height	14'	14'	14'
(3) Uses Refer to Figure 5.4 (2). Refer to 4.0 Uses for permitted uses.			
n All Stories	any permitted use		
p Parking within Building	permitted fully in basement and in rear of upper floors		
q Required Occupied Space	30' deep on all full floors from the front facade		
(4) Street Facade Requirements Refer to Figure 5.4 (3).			
r Minimum Transparency per each Story	35%	35%	15%
Blank Wall Limitations	required, see 5.2.4 (2)		
t Front Facade Entrance Type	stoop, porch, storefront	stoop, porch, storefront	stoop, porch storefront
u Principal Entrance Location	front facade	front facade	front or corner facade
Required Number of Street Entrances	1 per each 100' of front facade	1 per each 100' of front facade	1 per each 150' of front facade
Vertical Facade Divisions	every 25' of facade width	every 50' of facade width	every 50' of facade width
Horizontal Facade Divisions	required within 3' of the top of any visible basement and of the ground story, and at the fifth floor above the ground floor		
(5) Roof Type Requirements Refer to Figure 5.4 (3).			
v Permitted Roof Types	parapet, pitched, flat	parapet, pitched, flat	parapet, pitched, flat
w Tower	permitted	permitted	permitted



Typical Site Plan

Site Plan with Side Yard Parking "General"

Figure 5.4 (1). General Stoop Building: Building Siting.

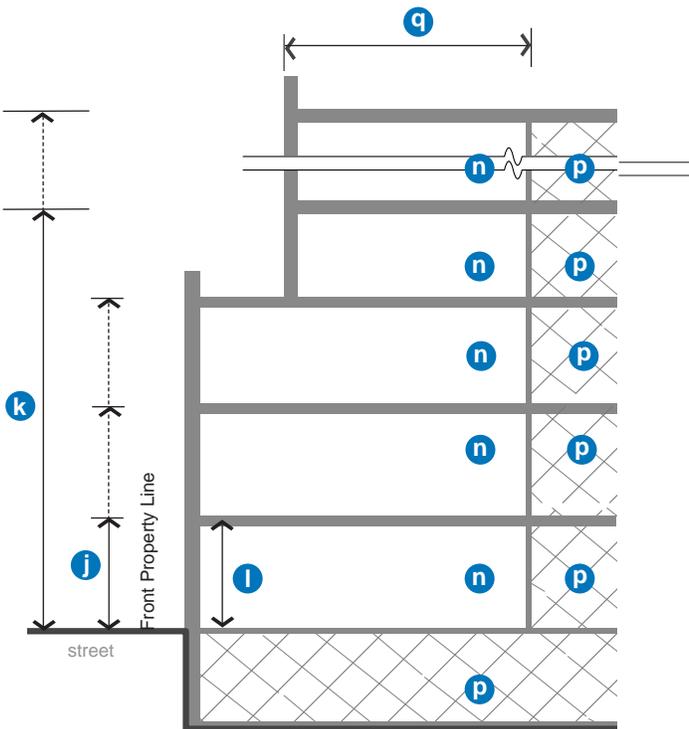


Figure 5.4 (2). General Stoop Building: Height & Use Requirements.

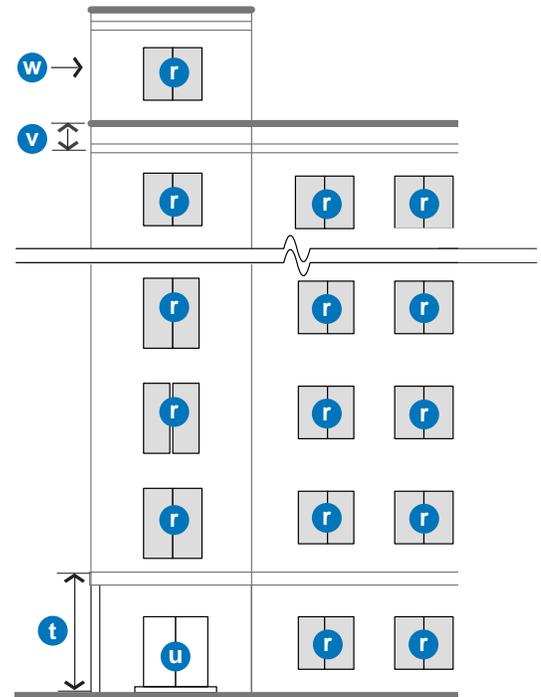


Figure 5.4 (3). General Stoop Building: Street Facade Requirements.

5.0 Building Types

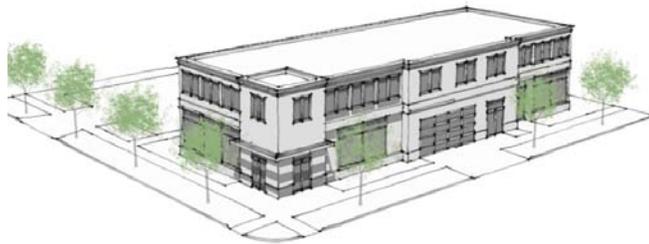
5.5 Limited Bay

1. Description & Intent

The Limited Bay Building Type permits a lower level of ground floor storefront facade and a single vehicle bay with garage door access on the Primary Street. A wider range of uses can also be accommodated within this Building Type, including craftsman industrial uses. This Building Type is still intended to be built close to the front and corner property lines allowing easy access to passing pedestrians and transit riders, and continuing the fabric of the Storefront Building Type. Parking may be provided in the rear of the lot, internally in the building, or one double loaded aisle of parking is permitted in the interior or the side yard at the front property line. The minimum and maximum heights of this Building Type depend on the subdistrict within which it is located.

2. Regulations

Regulations for the Limited Bay Building Type are defined in the adjacent table.



Notes

¹ Lots wider than 140 feet are permitted one double-loaded aisle of parking (maximum width of 72 feet), located perpendicular to the front property line, which is exempt from front property line coverage.

² Upper stories above the third story on any building facade with street frontage shall have a step back from the lower stories that is a minimum of six feet.

³ If 18 feet or more in height, ground story shall count as two stories towards maximum building height.

		Permitted Subdistricts
		Riverdale Road "General"
(1) Building Siting Refer to Figure 5.5 (1).		
Multiple Principal Buildings		not permitted
a Front Sidewalk Coverage		75%
Occupation of Corner		required
b Front Build to Zone		0' to 15'
c Corner Build to Zone		0' to 10'
d Minimum Side Yard Setback		5'
e Minimum Rear Yard Setback		5'
f Minimum Lot Width Maximum Lot Width		50' none
g Parking & Loading		rear & side yard
h Street Facade Service Bay Entrance		limited to one per street facade, maximum width 18'
i Vehicular Access		From alley; if no alley exists, maximum 1 driveway per street frontage
(2) Height Refer to Figure 5.5 (2).		
j Minimum Overall Height		1 story
k Maximum Overall Height		4 stories ²
l Ground Story: Minimum Height Maximum Height		14' 24' ³
m Upper Stories: Minimum Height Maximum Height		9' 14'
(3) Uses Refer to Figure 5.5 (2). Refer to 4.0 Uses for permitted uses.		
n Ground Story		retail, service, office, craftsman industrial
o Upper Story		any permitted use
p Parking within Building		permitted fully in basement and in rear of upper floors plus one service bay width at ground floor
q Required Occupied Space		30' deep on all full floors from the front facade
(4) Street Facade Requirements Refer to Figure 5.5 (3).		
r Minimum Ground Story Transparency Measured between 2' and 8' above grade		50% , Service Bay door shall be transparent
s Minimum Transparency per each Story		15%
Blank Wall Limitations		required, see 5.2.4 (2)
t Front Facade Entrance Type		storefront, stoop
u Principal Entrance Location		front or corner facade
Required Number of Street Entrances		1 per 100' of facade; service bay door not included; 1 per 150' of facade
Vertical Facade Divisions		every 60' of facade width
Horizontal Facade Divisions		required within 3' of the top of the ground story for all buildings over 2 stories
(5) Roof Type Requirements Refer to Figure 5.5 (3).		
v Permitted Roof Types		parapet, pitched, flat
Tower		permitted

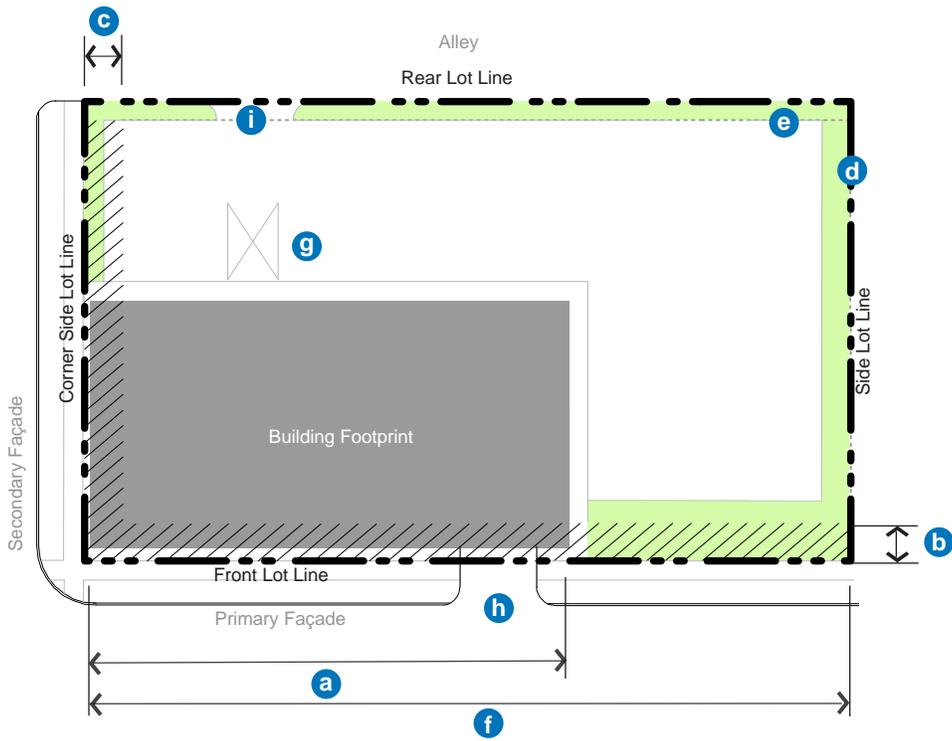


Figure 5.5 (1). Limited Bay Building: Building Siting.

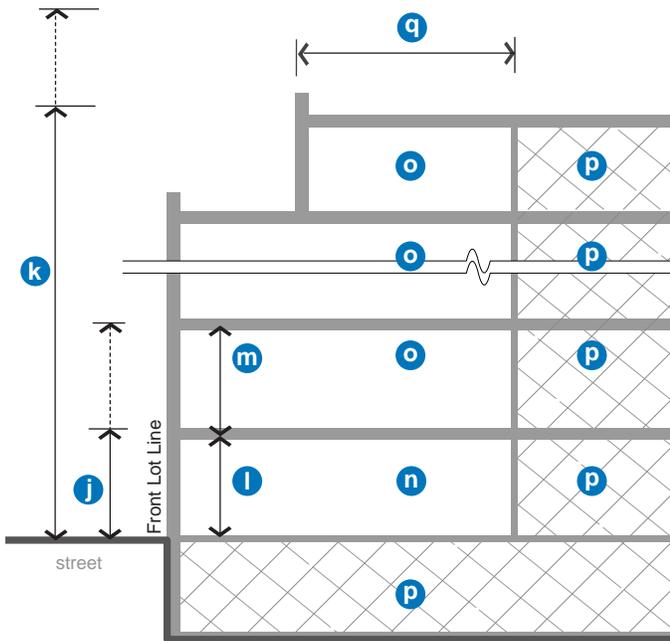


Figure 5.5 (2). Limited Bay Building: Height & Use Requirements.

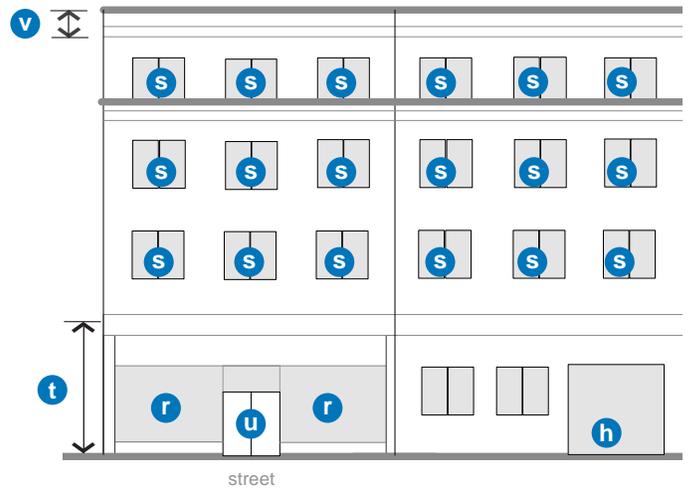


Figure 5.5 (3). Limited Bay Building: Street Façade Requirements.

5.0 Building Types

5.6. Row Building

1. Description & Intent

The Row Building is a building typically comprised of multiple vertical units, each with its own entrance to the street. This Building Type may be organized as townhouses or rowhouses, or it could also incorporate live/work units where uses are permitted.

Parking is required to be located in the rear yard and may be incorporated either into a detached garage or in an attached garaged accessed from the rear of the building. However, when the garage is located within the building, a minimum level of occupied space is required on the front facade to ensure that the street facade is active.

2. Regulations

Regulations for the Row Building type are defined in the adjacent table.



Notes:

¹ For the purposes of the Row Building, a building consists of a series of units. When permitted, multiple buildings may be located on a lot with the minimum required space between them. However, each building shall meet all requirements of the Building Type unless otherwise noted.

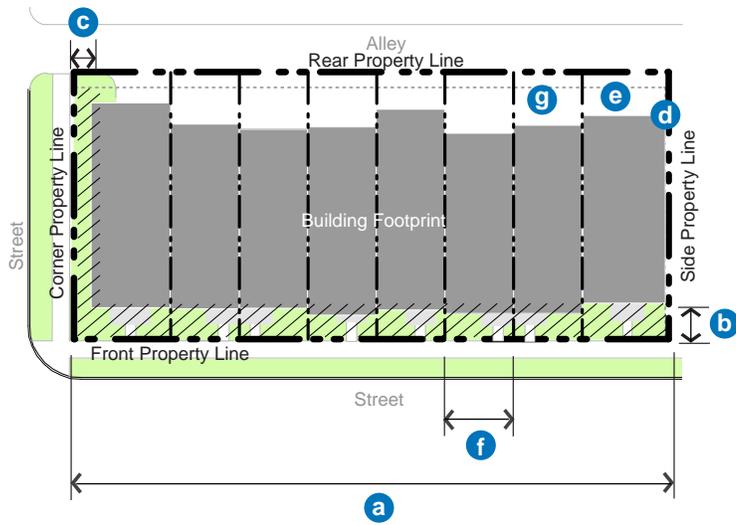
² Each building shall meet the front property line coverage requirement, except one of every five units may front a courtyard with a minimum width of 30 feet. The courtyard shall be defined on three sides by units.

³ Rear yard setback on alleys is five feet.

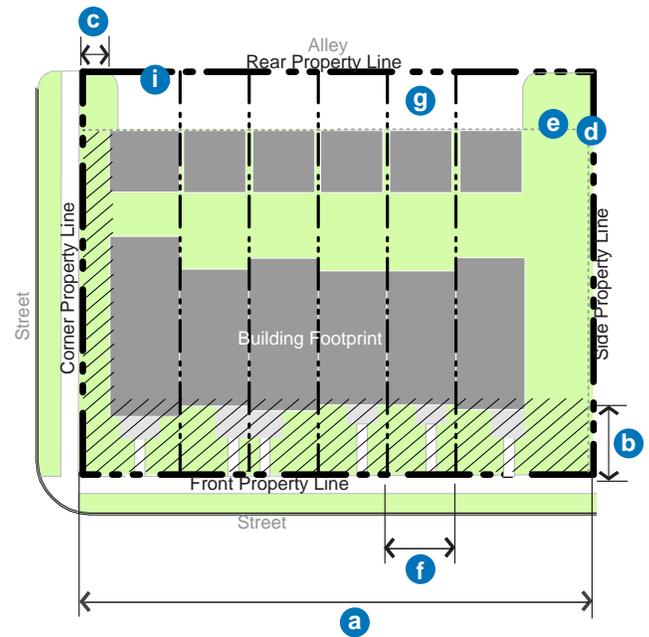
⁴ When the storefront entrance type is utilized, the maximum ground story transparency for the unit is 55% as measured between two feet and eight feet above grade.

⁵ The storefront entrance type is permitted only on corners or buildings that are designated for live/work units.

	Permitted Subdistricts		
	City Center "General" & Riverdale Road "General"	40th Street "General"	Edge
(1) Building Siting Refer to Figure 5.6 (1).			
Multiple Principal Buildings	permitted	permitted	permitted
a Front Sidewalk Coverage	65% ²	65% ²	65% ²
Occupation of Corner	required	required	required
b Front Build to Zone	0' to 10'	5' to 15'	10' to 20'
c Corner Build to Zone	0' to 10'	5' to 10'	5' to 10'
d Minimum Side Yard Setback	0' per unit; 10' between buildings	0' per unit; 15' between buildings	0' per unit; 15' between buildings
e Minimum Rear Yard Setback	5'	10' ³	15' ³
f Minimum Unit Width Maximum Building Width	18' per unit maximum of 10 units per building	20' per unit maximum of 8 units per building	22' per unit maximum of 6 units per building
g Parking	rear yard/facade	rear yard/facade	rear yard/facade
i Vehicular Access	From alley; if no alley exists, 1 driveway per building per street frontage. From alley on Washington Boulevard, 40th Street, and Riverdale Road, unless in Edge Subdistrict.		
(2) Height Refer to Figure 5.6 (2).			
j Minimum Overall Height	2 story	2 story	2 story
k Maximum Overall Height	4 stories	4 stories	3.5 stories
l All Stories: Minimum Height Maximum Height	9' 14'	9' 14'	9' 14'
(3) Uses Refer to Figure 5.6 (2). Refer to 4.0 Uses for permitted uses.			
n Ground Story	residential, service, office, limited craftsman industrial	residential, service, office, limited craftsman industrial	residential only
o Upper Story	residential only		
p Parking within Building	permitted fully in basement and in rear of all floors		
q Required Occupied Space	30' deep on all full floors from the front facade		
(4) Street Facade Requirements Refer to Figure 5.6 (3).			
r Minimum Transparency per each Story	15% ⁴	15%	15%
Blank Wall Limitations	required, see 5.2.4 (2)		
t Front Facade Permitted Entrance Type	stoop, porch, limited storefront ⁵	stoop, porch, limited storefront ⁵	stoop, porch
u Principal Entrance Location per Unit	front or corner side facade		
Vertical Facade Divisions	not required		
Horizontal Facade Divisions	for buildings over 3 stories, required within 3' of the top of any visible basement or ground story		
(5) Roof Type Requirements Refer to Figure 5.6 (3).			
v Permitted Roof Types	parapet, pitched, flat	parapet, pitched, flat	parapet, pitched, flat
Tower	permitted	permitted	permitted



Site Plan with Rear Access Attached Garage



Site Plan with Rear Yard & Detached Garage

Figure 5.6 (1) Row Building: Building Siting

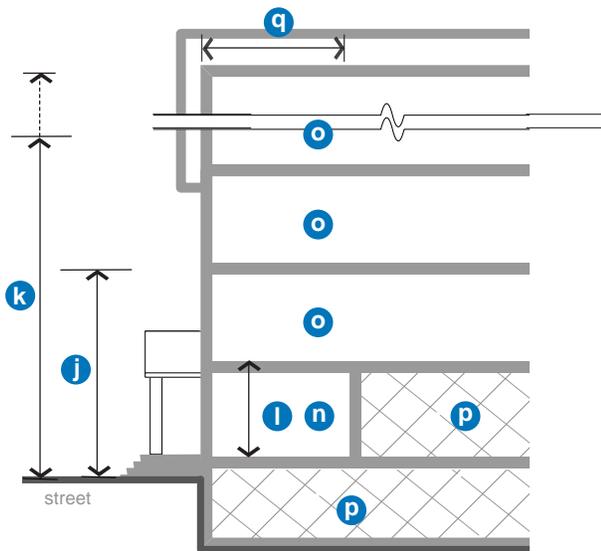


Figure 5.6 (2). Row Building: Height & Use Requirements

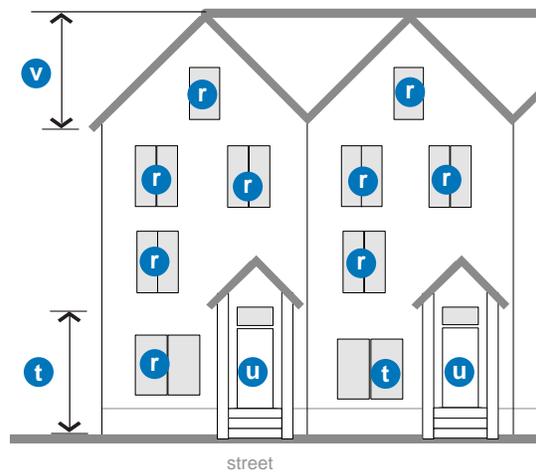


Figure 5.6 (3). Row Building: Street Facade Requirements

5.0 Building Types

5.7. Yard Building

1. Description & Intent

The Yard Building is a mainly residential building, incorporating a landscaped yard surrounding all sides of the building. Parking and garages are limited to the rear only with preferred access from an alley.

The Yard Building can be utilized in newly developing locations to create somewhat denser traditional neighborhoods, or as a buffer to existing neighborhoods.

2. Regulations

Regulations for the Yard Building Type are defined in the adjacent table.



Notes

¹ Each building shall meet all requirements of the Building Type.

² When multiple buildings are located on a single lot, each building shall meet the front property line coverage requirement, except one of every three buildings may front a courtyard with a minimum width of 30 feet. The courtyard shall be defined on three sides by units.

³ Rear yard setback for detached garages on alleys is five feet.

Permitted Subdistricts	
Edge	

(1) Building Siting <small>Refer to Figure 5.7 (1).</small>	
Multiple Principal Buildings	permitted ¹
a Front Sidewalk Coverage	65% ²
Occupation of Corner	required
b Front Setback	15'
c Corner Setback	7.5'
d Minimum Side Yard Setback	5'
e Minimum Rear Yard Setback	15' ³
f Minimum Lot Width Maximum Lot Width	30' 60'
g Parking	rear yard/facade
i Vehicular Access	From alley; if no alley exists, 1 driveway per street frontage
(2) Height <small>Refer to Figure 5.7 (2).</small>	
j Minimum Overall Height	1.5 story
k Maximum Overall Height	3.5 stories
l All Stories: Minimum Height Maximum Height	9' 14'
(3) Uses <small>Refer to Figure 5.7 (2). Refer to 4.0 Uses for permitted uses.</small>	
n All Stories	residential
p Parking within Building	permitted fully in basement and in rear of all floors
q Required Occupied Space	25' deep on all full floors from the front facade
(4) Street Facade Requirements <small>Refer to Figure 5.7 (3).</small>	
r Minimum Transparency per each Story	15%
Blank Wall Limitations	required, see 5.2.4 (2)
t Front Facade Entrance Type	stoop, porch
u Principal Entrance Location per Unit	front, corner, or corner side facade
Required Number of Street Entrances	not required
Vertical Facade Divisions	not required
Horizontal Facade Divisions	not required
(5) Roof Type Requirements <small>Refer to Figure 5.7 (3).</small>	
v Permitted Roof Types	parapet, pitched, flat
Tower	not permitted

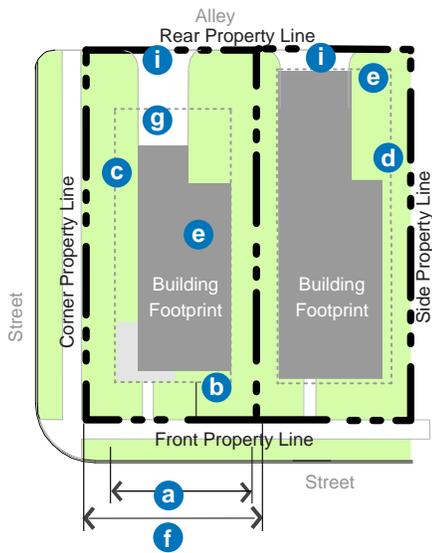


Figure 5.7 (1) Yard Building: Building Siting

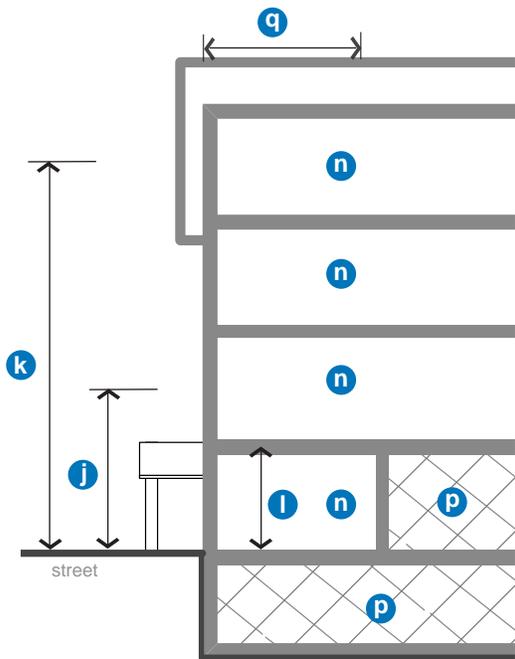


Figure 5.7 (2). Yard Building: Height and Use Requirements

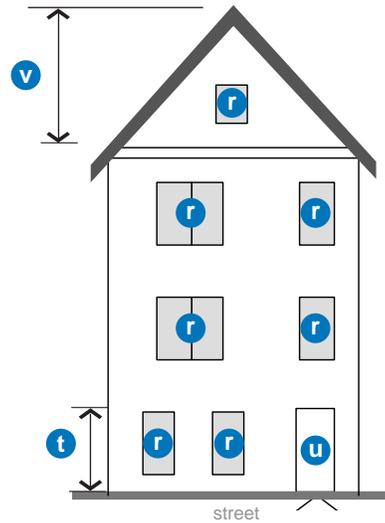


Figure 5.7 (3). Yard Building: Street Facade Requirements

5.0 Building Types

5.8. Civic Building

1. Description & Intent

The Civic Building is the most flexible Building Type intended only for civic and institutional types of uses. These buildings are distinctive within the urban fabric created by the other Building Types and could be designed as iconic structures. In contrast to most of the other Building Types, a minimum setback line is required instead of a build to zone, though this setback is required to be landscaped. Parking is limited to the rear in most cases.

The minimum and maximum heights of this Building Type depend on the subdistrict within which it is located.

2. Regulations

Regulations for the Civic Building type are defined in the adjacent table.



Notes

¹ Lots wider than 140 feet are permitted one double-loaded aisle of parking (maximum width of 72 feet), located perpendicular to the front property line, which is exempt from front property line coverage.

² If 18 feet or more in height, ground story shall count as two stories towards maximum building height.

	Permitted Subdistricts				
	City Center "Core"	City Center "General"	Riverdale Road "General"	40th Street General	Edge
(1) Building Siting Refer to Figure 5.8 (1).					
Multiple Principal Buildings	permitted				
Front Sidewalk Coverage	not required				
Occupation of Corner	not required				
b Front Setback	5'	10'	10'	10'	5'
c Corner Setback	0'	5'	5'	5'	5'
d Minimum Side Yard Setback	5'	5'	5'	5'	5'
e Minimum Rear Yard Setback	5'	5'	5'	5'	5'
f Minimum Lot Width Maximum Lot Width	50' none	50' none	50' none	50' none	50' none
g Parking & Loading	rear	rear	rear & interior side yard ¹	rear & interior side yard ²	rear & interior side yard ¹
i Vehicular Access	From alley; if no alley exists, 1 driveway per street frontage				
(2) Height Refer to Figure 5.8 (2).					
j Minimum Overall Height	1 story	1 story	1 story	1 story	1 story
k Maximum Overall Height	5 stories	5 stories	5 stories	3 stories	2 stories
l All Stories: Minimum Height Maximum Height	9' 20' ²	9' 20' ²	9' 20' ²	9' 20' ²	9' 20' ²
(3) Uses Refer to Figure 5.8 (2). Refer to 4.0 Uses for permitted uses.					
n All Stories	limited to civic & institutional uses only				
p Parking within Building	permitted fully in basement and in rear of upper floors				
q Required Occupied Space	30' deep on all full floors from the front facade				
(4) Street Facade Requirements Refer to Figure 5.8 (3).					
r Minimum Transparency per each Story	10%				
Blank Wall Limitations	not required				
t Front Facade Permitted Entrance Type	arcade, stoop				
u Principal Entrance Location	front or corner facade	front or corner facade	front or corner facade	front or corner facade	front or corner facade
Required Number of Primary Street Entrances	1 per 100' of facade	1 per 150' of facade	1 per 150' of facade	1 per 150' of facade	1 per 150' of facade
Vertical Facade Divisions	not required				
Horizontal Facade Divisions	not required				
(5) Roof Type Requirements Refer to Figure 5.8 (3).					
v Permitted Roof Types	parapet, pitched, flat; other roof types are permitted by Conditional Use				
w Tower	permitted				

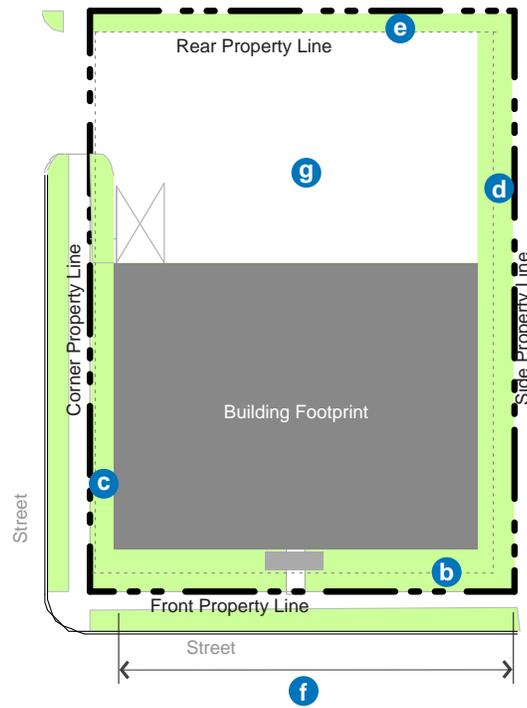


Figure 5.8 (1). Civic Building: Building Siting

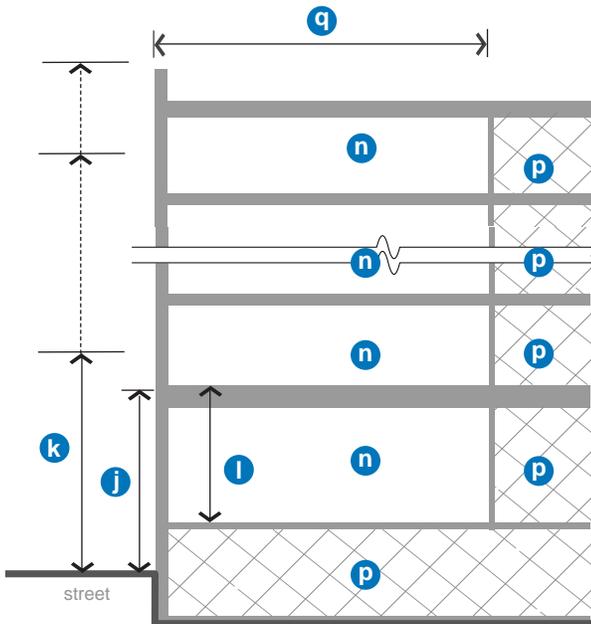


Figure 5.8 (2). Civic Building: Height and Use Requirements

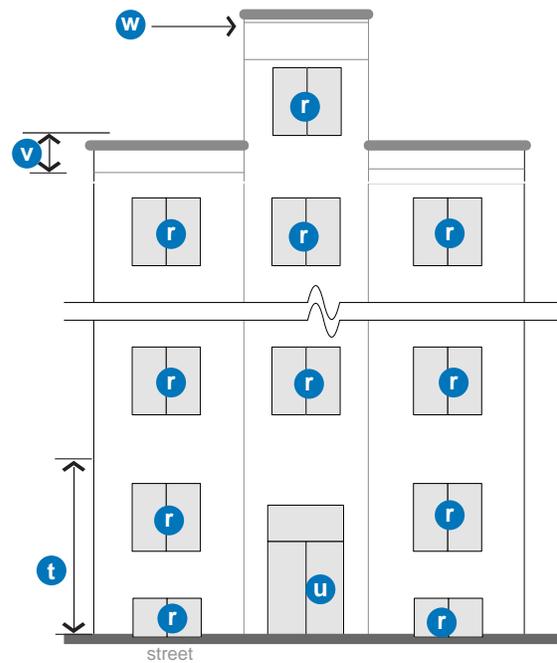


Figure 5.8 (3). Civic Building: Street Facade Requirements

5.0 Building Types

5.9 Entrance Types.

Entrance type standards apply to the ground story and visible basement of front facades of all Building Types as defined in this Section. Refer to the Building Type Table Requirements, Sections 5.3 through 5.8.

1. General.

The following provisions apply to all entrance types.

- (1) Intent. To guide the design of the ground story of all buildings to relate appropriately to pedestrians on the street. Treatment of other portions of the building facades is detailed in each Building Type standard (refer to Building Types 5.3 through 5.8).
- (2) Applicability. The entire ground story street-facing facade(s) of all buildings shall meet the requirements of at least one of the permitted entrance types, unless otherwise stated.
- (3) Measuring Transparency. Refer to 5.2 Explanation of Building Type Table Standards, for information on measuring building transparency.
- (4) Visible Basements. Visible basements, permitted by entrance type, are optional. The visible basement shall be a maximum of one-half the height of the tallest story.

2. Storefront Entrance Type.

(Refer to Figure 5.9 (1)). The Storefront entrance type is a highly

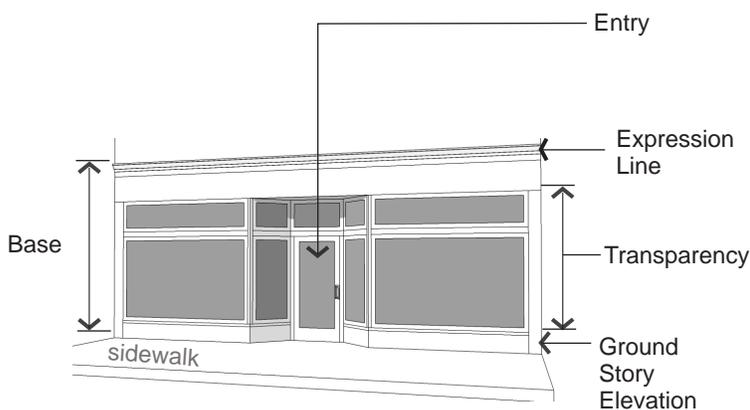


Figure 5.9 (1). Storefront Entrance Type

transparent ground story treatment designed to serve primarily as the display area and primary entrance for retail or service uses.

- (1) Transparency. Minimum transparency is required per Building Type.
- (2) Elevation. Storefront elevation shall be between zero and two feet above sidewalk.
- (3) Visible Basement. A visible basement is not permitted.
- (4) Horizontal Facade Division. Horizontally define the ground story facade from the upper stories.
- (5) Entrance. All entries shall be recessed from the front facade closest to the street.
 - (a) Recess shall be a minimum of three feet and a maximum of eight feet deep, measured from the portion of the front facade closest to the street.
 - (b) When the recess falls behind the front build-to zone, the recess shall be no wider than eight feet.

3. Arcade Entrance Type.

(Refer to Figure 5.9 (2)). An Arcade entrance type is a covered pedestrian walkway within the recess of a ground story.

- (1) Arcade. An open-air public walkway is required to be recessed into the building, from the face of the building, a minimum of eight and a maximum of 15 feet.

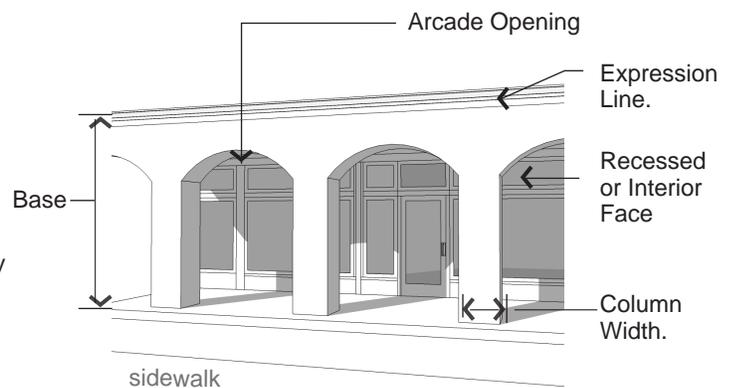


Figure 5.9 (2). Arcade Entrance Type

- (2) Build-to Zone. When the Arcade is utilized, the outside face of the Arcade shall be considered the front facade, located within the required build-to zone.
- (3) Recessed or Interior Facade. Storefront entrance type is required on the recessed ground story facade.
- (4) Column Spacing. Columns shall be spaced between ten feet and 18 feet on center.
- (5) Column Width. Columns shall be a minimum of 1'-8" and a maximum 2'-4" in width.
- (6) Arcade Opening. Opening shall not be flush with interior arcade ceiling and may be arched or straight.
- (7) Horizontal Facade Division. Horizontally define the ground story facade from the upper stories.
- (8) Visible Basement. A visible basement is not permitted.

4. Stoop Entrance Type.

(Refer to Figure 5.9 (3)). A stoop is an unroofed, open platform.

- (1) Transparency. Minimum transparency is required per Building Type.
- (2) Stoop Size. Stoops shall be a minimum of three feet deep and six feet wide.

- (3) Elevation. Stoop elevation shall be located a maximum of 2'-6" above the sidewalk without visible basement and a maximum of 4'-6" above the sidewalk with a visible basement.
- (4) Visible Basement. A visible basement is permitted and shall be separated from the ground story by an expression line.
- (5) Entrance. All entries shall be located off a stoop.

5. Porch Entrance Type.

(Refer to Figure 5.9 (4)). A porch is a raised, roofed platform that may or may not be enclosed on all sides. If enclosed, the space shall not be climate controlled.

- (1) Transparency.
 - (a) Minimum transparency per Building Type is required.
 - (b) If enclosed, a minimum of 40% of the enclosed porch shall be comprised of highly transparent, low reflectance windows.
- (2) Porch Size. The porch shall be a minimum of five feet deep and eight feet wide.
- (3) Elevation. Porch elevation shall be located a maximum of 2'-6" above the sidewalk without a visible basement and a maximum of 4'-6" above the sidewalk with a visible basement.
- (4) Visible Basement. A visible basement is permitted.
- (5) Height. Porch may be two stories to provide a balcony on the second floor.
- (6) Entrance. All entries shall be located off a porch.

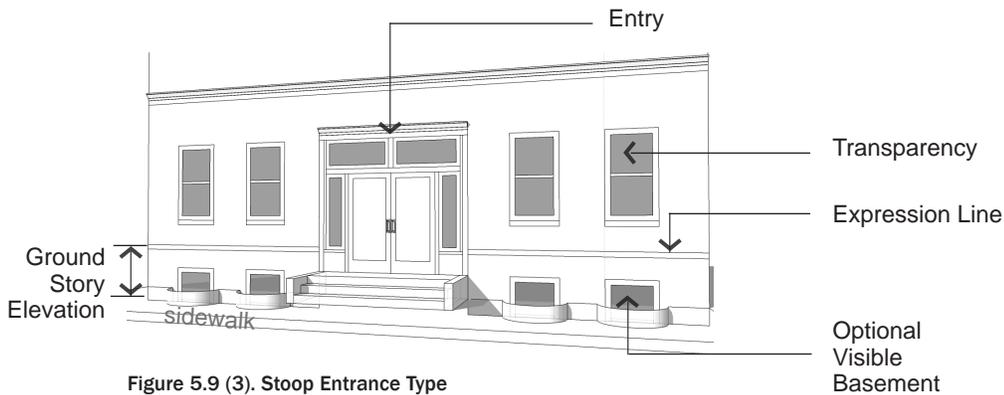


Figure 5.9 (3). Stoop Entrance Type

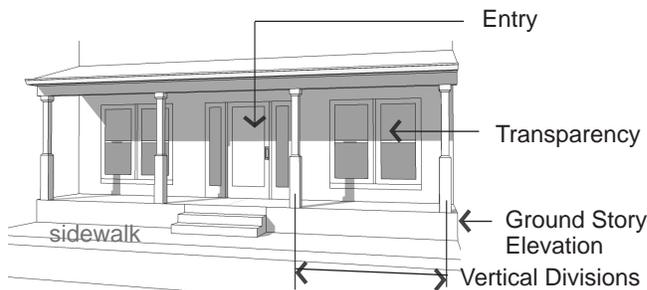


Figure 5.9 (4). Porch Entrance Type

5.0 Building Types

5.10 Roof Types.

Roof type standards apply to the roof and cap of all Building Types as defined in this Section. Refer to the Building Type Table Requirements, Sections 5.3 through 5.8.

1. General Provisions.

The following provisions apply to all roof types.

- (1) Intent. To guide the design of the cap of all buildings.
- (2) Applicability. All buildings shall meet the requirements of one of the roof types permitted for the Building Type.
- (3) Measuring Height. Refer to Section 5.2.2 for information on measuring building height.
- (4) Other Roof Types. Other building caps not listed as a specific type may be made by a request to the City Manager or Designee with the following requirements:
 - (a) The roof type shall not create additional occupiable space beyond that permitted by the Building Type.
 - (b) The shape of the Roof Type shall be significantly different from those defined in this section 5.10 Roof Types, i.e. a dome, spire, vault.
 - (c) The building shall warrant a separate status within the community from the fabric of surrounding buildings, with a correspondence between the form of the roof type and the meaning of the building use.

2. Parapet Roof Type.

(Refer to Figure 5.10 (1), Parapet Roof Type). A parapet is a low wall projecting above a building's roof along the perimeter of the building. It can be utilized with a flat or low pitched roof and also serves to limit

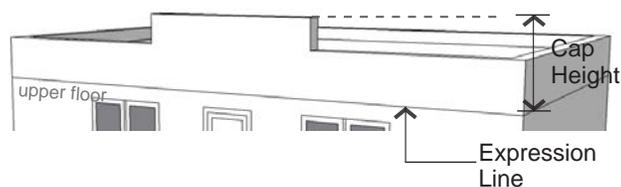


Figure 5.10 (1). Parapet Roof Type

the view of roof-top mechanical systems from the street.

- (1) Parapet Height. Height is measured from the top of the upper story to the top of the parapet.
 - (a) Minimum height is two feet with a maximum height of six feet.
 - (b) The parapet shall be high enough to screen the roof and any roof appurtenances from view of the street(s).
- (2) Horizontal Expression Lines. An expression line shall define the parapet from the upper stories of the building and shall also define the top of the cap.
- (3) Occupied Space. Occupied space shall not be incorporated behind this roof type.

3. Pitched Roof Type.

(Refer to Figure 5.10 (2), Pitched Roof Type). This roof type has a sloped or pitched roof. Slope is measured with the vertical rise divided by the horizontal span or run.

- (1) Pitch Measure. The roof may not be sloped less than a 4:12 (rise:run) or more than 16:12.
 - (a) Slopes less than 4:12 are permitted to occur on second story or higher roofs. (Refer to Figure 5.10 (2) - Low Pitched Roof).
- (2) Configurations.
 - (a) Hipped, gabled, and combination of hips and gables with or without dormers are permitted.
 - (b) Butterfly roofs (inverted gable roof) are permitted with a maximum height of eight feet, inclusive of overhang.
 - (c) Gambrel and mansard roofs are not permitted.
- (3) Parallel Ridge Line. A gabled end or perpendicular ridge line shall occur at least every 100 feet of roof when the ridge line runs

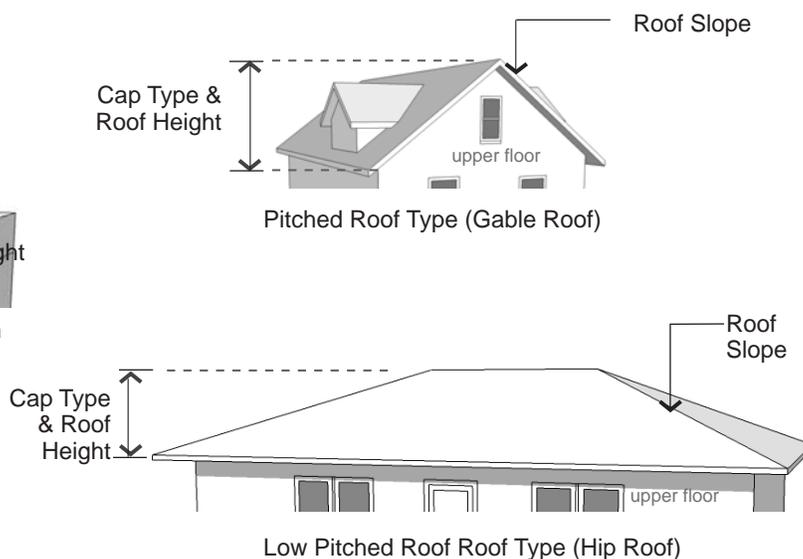


Figure 5.10 (2). Pitched Roof Type

parallel to the front lot line. (Refer to Figure 5.10 (3). Parallel Ridge Line).

- (4) Roof Height. Roofs without occupied space and/or dormers shall have a maximum height on street-facing facades equal to the maximum floor height permitted for the Building Type.
- (5) Occupied Space. Occupied space may be incorporated behind this roof type.

4. Flat Roof Type.

(Refer to Figure 5.10 (4). Flat Roof Type). This roof type has a flat roof with overhanging eaves.

- (1) Configuration. Roofs with no visible slope are acceptable. Eaves are required on all street facing facades.
- (2) Eave Depth. Eave depth is measured from the building facade to the outside edge of the eave. Eaves shall have a depth of at least 14 inches.
- (3) Eave Thickness. Eave thickness is measured at the outside edge of the eave, from the bottom of the eave to the top of the eave. Eaves shall be a minimum of eight inches thick.
- (4) Interrupting Vertical Walls. Vertical walls may interrupt the eave and extend above the top of the eave with no discernible cap.
 - (a) No more than one-half of the front facade can consist of an interrupting vertical wall.
 - (b) Vertical walls shall extend no more than four feet above the top of the eave.



Figure 5.10 (3). Parallel Ridge Line

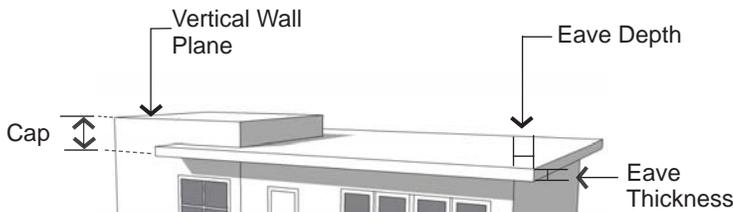


Figure 5.10 (4). Flat Roof Type

- (3) Occupied Space. Occupied space shall not be incorporated behind this roof type.

5. Towers.

(Refer to Figure 5.10 (5) Tower). A tower is a rectilinear or cylindrical, vertical element, that must be used with other roof types.

- (1) Quantity. All Building Types, with the exception of the Civic Building, are limited to one tower per building.
- (2) Tower Height. Maximum height, measured from the top of the parapet or eave to the top of the tower, is the equivalent of the height of one upper floor of the building to which the tower is applied.
- (3) Tower Width. Maximum width along all facades is one-third the width of the front facade or 30 feet, whichever is less.
- (4) Horizontal Expression Lines. An expression line shall define the tower from the upper stories, except on single family or attached house residential Building Types.
- (5) Occupied Space. Towers may be occupied by the same uses allowed in upper stories of the Building Type to which it is applied.
- (6) Application. May be combined with all other roof types.
- (7) Tower Cap. The tower may be capped by the parapet, pitched, low pitched, or flat roof roof types, or the spire may cap the tower.

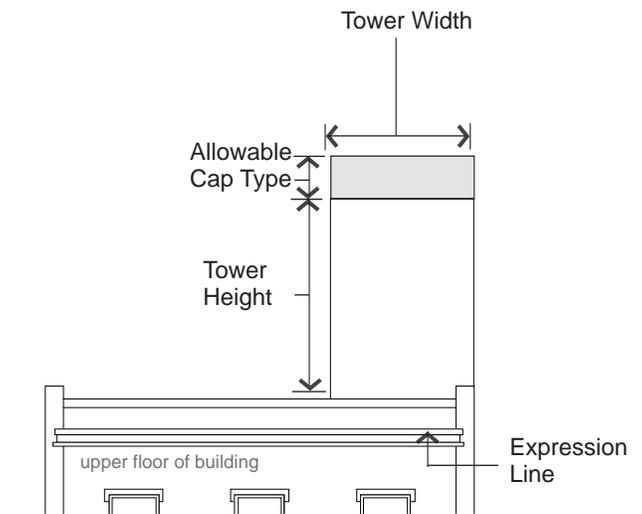


Figure 5.10 (5). Tower

5.0 Building Types

5.11 Additional Design Requirements.

The following outlines the subdistrict design guidelines that affect a building's appearance and subdistrict cohesiveness. They improve the physical quality of buildings, enhance the pedestrian experience, and protect the character of the neighborhood.

1. Materials and Color.

- (1) Primary Facade Materials. 80% of each facade shall be constructed of primary materials. For facades over 100 square feet, more than one material shall be used to meet the 80% requirement.
 - (a) Permitted primary building materials include high quality, durable, natural materials, such as stone, brick; wood lap siding; fiber cement board lapped, shingled, or panel siding; glass. Other high quality synthetic materials may be approved during the site plan process with an approved sample and examples of successful, high quality local installations. Refer to Figure 5.11 (1).

- (2) Secondary Facade Materials. Secondary materials are limited to details and accents and include gypsum reinforced fiber concrete for trim and cornice elements; metal for beams, lintels, trim, and ornamentation, and exterior architectural metal panels and cladding.
 - (a) Exterior Insulation and Finishing Systems (EIFS) is permitted for trim only or on upper floor facades only.
- (3) Roof Materials. Acceptable roof materials include 300 pound or better, dimensional asphalt composite shingles, wood shingles and shakes, metal tiles or standing seam, slate, and ceramic tile. "Engineered" wood or slate may be approved during the site plan process with an approved sample and examples of successful, high quality local installations. Refer to Figure 5.11 (2).
- (4) Color. Main building colors shall be complementary to existing building stock.
- (5) Appropriate Grade of Materials. Commercial quality doors, windows, and hardware shall be used on all Building Types with



Primary Materials: Brick



Primary Materials: Stone



Primary Materials: Painted Wood



Roof Materials: Asphalt Composite Shingles



Roof Materials: Ceramic Tile

Figure 5.11 (1). Primary Materials.

Figure 5.11 (2). Roof Materials.

the exception of the Row Building and the Yard Building. Refer to Figure 5.11 (3).

2. Windows, Awnings, and Shutters.

- (1) Windows. All upper story windows on all historic, residential, and mixed use buildings shall be recessed, double hung. Percent of transparency is required per Building Type.
- (2) Awnings. All awnings shall be canvas or metal. Plastic awnings are not permitted. Awning types and colors for each building face shall be coordinated. Refer to Figure 5.11 (4).
- (3) Shutters. If installed, shutters, whether functional or not, shall be sized for the windows. If closed, the shutters shall not be too small for complete coverage of the window. Shutters shall be wood. "Engineered" wood may be approved by City Manager or Designee during the site plan process with an approved sample and examples of successful, high quality local installations.



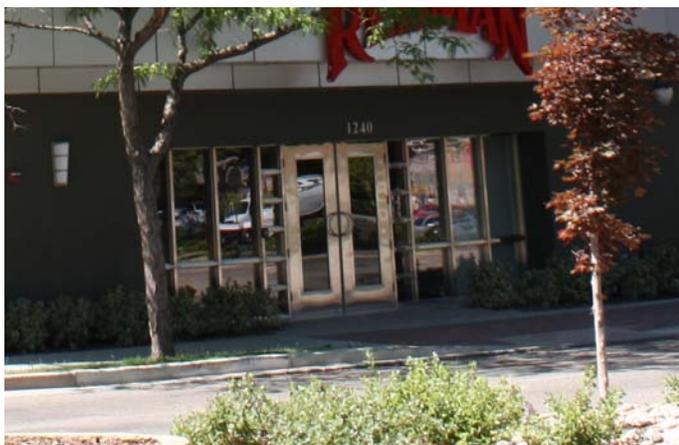
Permitted Awnings: Metal



Prohibited: Residential Grade Doors on Commercial Buildings.



Permitted Awnings: Canvas



Permitted: Commercial Grade Doors & Windows on Commercial Buildings.



Prohibited Awnings: Plastic

Figure 5.11 (3).Commercial Grade Doors & Windows.

Figure 5.11 (4). Awnings.

5.0 Building Types

3. Balconies.

The following applies in all locations where balconies are incorporated into the facade design facing any street or parking lot. Refer to Figure 5.11 (5).

- (1) **Size.** Balconies shall be a minimum of six feet deep and five feet wide.
- (2) **Connection to Building.** Balconies that are not integral to the facade shall be independently secured and unconnected to other balconies.
- (3) **Facade Coverage.** A maximum of 40% of the front and corner side facades, as calculated separately, may be covered with balconies, including street-facing railing and balcony structure.

4. Treatments at Terminal Vistas.

When a street terminates at a parcel, the parcel shall be occupied by one of the following:

- (1) If the parcel is open space, any Open Space Type with the exception of the Pocket Park shall be utilized and a vertical element shall be terminate the view. Acceptable vertical elements include a stand or grid of trees, a sculpture, or a fountain.
- (2) If the parcel is not utilized as an Open Space Type, the front or corner side of a building, whether fronting a Primary Street or not, shall terminate the view.



Figure 5.11 (5). Balconies Integral to Facade.



Figure 5.11 (7). Building Variety.

5. Building Variety.

Building design shall vary between vertical facade divisions, where required per the Building Types, and from adjacent buildings by the type of dominant material or color, scale, or orientation of that material and at least two of the following. Refer to Figure 5.11 (7) for one illustration of this requirement.

- (1) The proportion of recesses and projections.
- (2) The location of the entrance and window placement, unless storefronts are utilized.
- (3) Roof type, plane, or material, unless otherwise stated in the Building Type requirements.

6. Drive-through Structures.

Refer to Figure 5.11 (8) for one illustration of the following requirements.

- (1) **Application.** Drive-through structures are only allowed in the Riverdale Road “General” subdistrict.
- (2) **Structure/Canopy.** Drive-through structures or canopies shall be located on the rear facade of the building or in the rear of the lot behind the building, where permitted by use. The structure shall not be visible from any Primary Street.
- (3) **Stacking Lanes.** Stacking lanes shall be located perpendicular to the Primary Façade or behind the building.
- (4) The canopy and structure shall be constructed of the same materials utilized on the building.

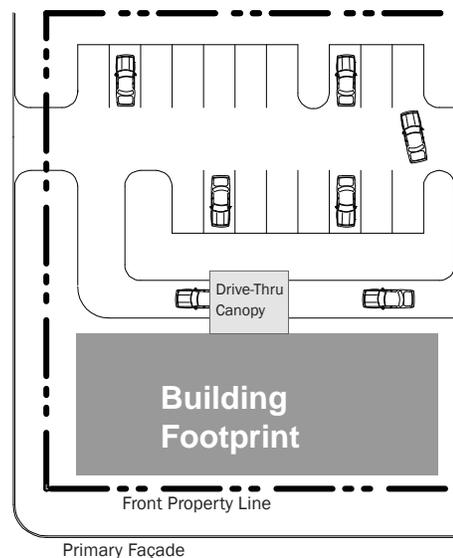


Figure 5.11 (8). Recommended Drive-Through Facility Layout.

6.0 Open Space Types

6.0 Open Space Types

6.1 General Requirements.

1. Intent.

To provide open space as an amenity that promotes physical and environmental health within the community and to provide each household with access to a variety of active and passive open space types.

2. General Requirements.

Development of parcels over 5 acres are required to provide 5% total lot size as civic open space. Developer shall work with City to determine appropriate location of open space.

- (1) All open space provided within any Core, General, or Edge Zoning Subdistrict shall comply with one of the Open Space Types defined by 6.2 through 6.8.
- (2) Access. All Open Space types shall provide public access from a vehicular right-of-way.
- (3) Location. Open Space Types shall be platted as a lot or, with permission of the City, may be located within the right-of-way. Open Space Types shall either be zoned as an open space zoning designation, or an adjacent zoning designation, such as Core, General, or Edge Zoning Subdistricts.
- (3) Fencing. Open Space Types may incorporate fencing provided that the following requirements are met.
 - (a) Height. Fencing shall be a maximum height of 48 inches, unless approved by the City Manager or Designee for such circumstances as proximity to railroad right-of-way and use around swimming pools, ball fields, and ball courts.
 - (b) Level of Opacity. Fence opacity shall be no greater than 60% except in Edge subdistricts where opacity shall be no greater than 80%.
 - (c) Type. Chain-link fencing is not permitted along any street frontage, with the exception of dedicated sports field or court fencing approved by the City Manager or Designee.
 - (d) Spacing of Openings. Openings or gates shall be provided on every street face at key locations and intersections, and at a minimum of every 200 feet.
- (4) Ownership. Open Space Types may either be publicly or privately owned.
- (5) Parking Requirements. Parking shall not be required for any Open Space Type, unless a use other than open space is determined by the City Manager or Designee.
- (6) Continuity. Connections to existing or planned trails or open space types shall be made when the Open Space abuts an existing or planned trail right-of-way or other civic open space type.

3. Definition of Requirements.

The following further explains or defines the requirements included in Tables 6.2 (1) through 6.8 (1) for each Open Space Type. Refer to each table for the specific requirements of each Open Space Type.

- (1) Size.
 - (a) Minimum Size. The minimum size of the Open Space Type is measured within the parcel lines of the property.
 - (b) Maximum Size. The maximum size of the Open Space Type is measured within the parcel lines of the property.
 - (c) Minimum Dimension. The minimum length or width of the Open Space Type, as measured along the longest two straight lines intersecting at a right angle defining the maximum length and width of the lot. Refer to Figure 6.1 (1).
- (2) Minimum Percentage of Vehicular Right-of-Way Frontage Required. The minimum percentage of the civic open space perimeter, as measured along the outer parcel line, that shall be located directly adjacent to a vehicular right-of-way, excluding alley frontage. This requirement provides access and visibility to the Open Space.
- (3) Adjacent Parcels. Parcels directly adjacent to as well as directly across the street from an Open Space Type.
 - (a) Frontage Orientation of Adjacent Parcels. The preferred orientation of the adjacent parcels' frontages to the civic open space. Front, corner side, side, and rear refers to the property line either adjacent to the Open Space or facing the Open Space across the street.
- (4) Improvements. The following types of development and improvements may be permitted on an Open Space Type.
 - (a) Designated Sports Fields Permitted. Sports fields, ball courts, or structures designated for one or more particular sports including, but not limited to, baseball fields, softball fields, soccer fields, basketball courts, football fields, tennis courts, climbing walls, and skate parks are permitted.
 - (b) Playgrounds Permitted. Playgrounds include a defined area with play structures and equipment typically for children under 12 years of age, such as slides, swings, climbing structures.
 - (c) Fully Enclosed Structures Permitted. Fully enclosed structures may include such uses as park offices, maintenance sheds, community centers, and restrooms.
 - (i) Maximum Area. For some civic open space types, fully enclosed structures are permitted, but limited to a maximum building coverage as a percentage of the open space area.
 - (ii) Semi-Enclosed Structures. Open-air structures, such as gazebos, are permitted in all open space types.
 - (d) Maximum Percentage of Open Water Body. The maximum amount of area within an Open Space Type that may be covered by an open water body, including, but not limited to, ponds, lakes, and pools.

4. Stormwater in Open Space Types.

Stormwater management practices, such as storage and retention facilities, may be integrated into Open Space Types and utilized to meet stormwater requirements for surrounding parcels.

- (1) **Stormwater Features.** Stormwater features in civic open space may be designed as formal or natural amenities with additional uses other than stormwater management, such as an amphitheater, sports field, or a pond or pool as part of the landscape design. Stormwater features shall not be fenced and shall not impede public use of the land they occupy. Stormwater facilities shall be designed for public safety so that in the case of a storm event so that water depths are minimized.
- (2) **Qualified Professional.** A qualified landscape design professional, such as a landscape architect or certified landscape designer, shall be utilized to incorporate stormwater features into the design of the civic open spaces.



Figure 6.2 (1). Typical Plaza.

6.2 Plaza.

1. Intent.

To provide a formal Open Space of medium scale to serve as a gathering place for civic, social, and commercial purposes. The Plaza may contain a greater amount of impervious coverage than any other Open Space Type. Special features, such as fountains and public art installations, are encouraged.

2. Plaza Requirements

(1) Dimensions

Minimum Size (acres)	0.05
Maximum Size (acres)	1.5
Minimum Dimension (feet)	30'
Minimum % of Vehicular ROW Frontage Required	50%; 80% building frontage required on non-street frontage

(2) Adjacent Parcels

Permitted Subdistricts	All
Frontage Orientation of Adjacent Parcels	Front or Corner Side

(3) Improvements

Designated Sports Fields Permitted	Not permitted
Playgrounds Permitted	Not permitted
Fully Enclosed Structures Permitted	Permitted; maximum 5% of area
Maximum % of Open Water	50%

(4) Additional Design Requirements

- (a) **Minimum Building Frontage.** At least 80% of the plaza's perimeter that does not front on vehicular right-of-way shall be lined by building frontages.
- (b) **Fully Enclosed Structures Permitted.** Fully enclosed structures are permitted, and are allowed to cover a maximum of 5% of the total area of the plaza.

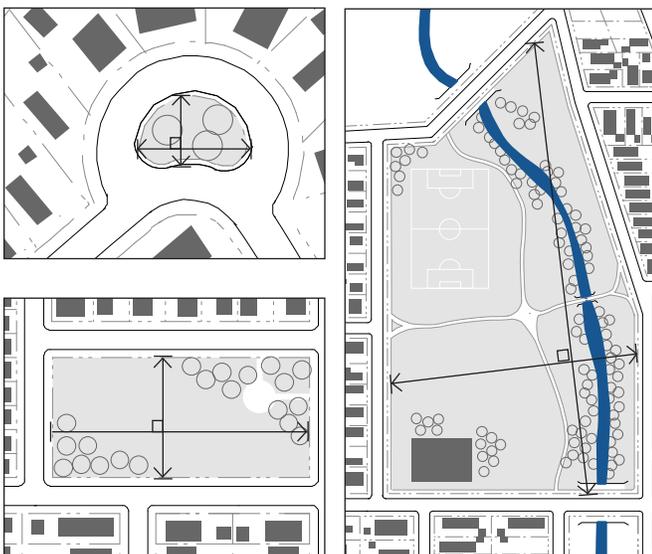


Figure 6.1 (1). Examples of Measuring the Minimum Dimension of Open Space Types.

6.0 Open Space Types

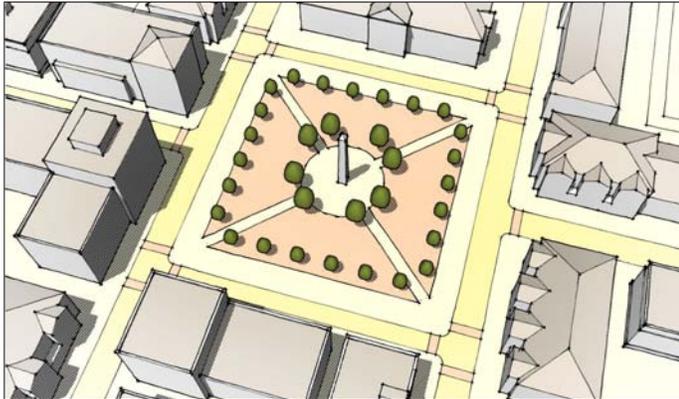


Figure 6.3 (1). Typical Square.

6.3 Square.

1. Intent.

To provide a formal Open Space of medium scale to serve as a gathering place for civic, social, and commercial purposes. Squares are rectilinear in shape and are bordered on all sides by a vehicular right-of-way, which together with building facades creates its definition.

2. Square Requirements	
(1) Dimensions	
Minimum Size (acres)	0.25
Maximum Size (acres)	3
Minimum Dimension (feet)	80'
Minimum % of Vehicular ROW Frontage Required	100%
(2) Adjacent Parcels	
Permitted Districts	City Center "Core" City Center "General" 40th Street "General"
Frontage Orientation of Adjacent Parcels	Front or Corner Side
(3) Improvements	
Designated Sports Fields Permitted	Not permitted
Playgrounds Permitted	Not permitted
Fully Enclosed Structures Permitted	Permitted; maximum 5% of area
Maximum % of Open Water	30%
(4) Additional Design Requirements	

(a) Fully Enclosed Structures Permitted. Fully enclosed structures are permitted, and are allowed to cover a maximum of 5% of the total area of the Square.



Figure 6.4 (1). Typical Green Layout.

6.4 Green.

1. Intent.

To provide informal, medium scale active or passive recreation for neighborhood residents within walking distance, mainly fronted by streets..

2. Green Requirements	
(1) Dimensions	
Minimum Size (acres)	0.25
Maximum Size (acres)	2
Minimum Dimension (feet)	80'
Minimum % of Vehicular ROW Frontage Required	100%; 50% for over 1.25 acres
(2) Adjacent Parcels	
Permitted Subdistricts	All
Frontage Orientation of Adjacent Parcels	Front or Corner Side
(3) Improvements	
Designated Sports Fields Permitted	Not permitted
Playgrounds Permitted	Permitted
Fully Enclosed Structures Permitted	Permitted; maximum 5% of area
Maximum % of Open Water	30%



Figure 6.5 (1). Typical Commons Layout.



Figure 6.6 (1). Typical Pocket Park Layout.

6.5 Commons.

1. Intent.

To provide an informal, small to medium scale space for active or passive recreation for a limited neighborhood area. Commons are typically internal to a block and tend to serve adjacent residents.

2. Commons Requirements	
(1) Dimensions	
Minimum Size (acres)	0.25
Maximum Size (acres)	1.5
Minimum Dimension (feet)	45'
Minimum % of Vehicular ROW Frontage Required	0%; 2 access points required, minimum width each of 20'
(2) Adjacent Parcels	
Permitted Subdistricts	All
Frontage Orientation of Adjacent Parcels	Side or Rear
(3) Improvements	
Designated Sports Fields Permitted	Not permitted
Playgrounds Permitted	Permitted
Fully Enclosed Structures Permitted	Not permitted
Maximum % of Open Water	30%
(4) Additional Design Requirements	

(a) Access Points. Commons shall have a minimum of two access points from a vehicular right-of-way. Each access point shall have a minimum width of 20 feet.

6.6 Pocket Park Open Space Type.

1. Intent.

To provide small scale, primarily landscaped active or passive recreation and gathering space for neighborhood residents within walking distance.

2. Pocket Park Requirements	
(1) Dimensions	
Minimum Size (acres)	0.05
Maximum Size (acres)	1
Minimum Dimension (feet)	None
Minimum % of Vehicular ROW Frontage Required	15%
(2) Adjacent Parcels	
Permitted Subdistricts	All
Frontage Orientation of Adjacent Parcels	Any
(3) Improvements	
Designated Sports Fields Permitted	Not permitted
Playgrounds Permitted	Permitted
Fully Enclosed Structures Permitted	Not permitted
Maximum % of Open Water	30%

6.0 Open Space Types



Figure 6.7 (1). Typical Park.

6.7 Park.

1. Intent.

To provide informal active and passive large-scale recreational amenities to local residents and the greater region. Parks have primarily natural plantings and are frequently created around an existing natural feature such as a water body or stands of trees.

2. Park Requirements	
(1) Dimensions	
Minimum Size (acres)	1
Maximum Size (acres)	None
Minimum Dimension (feet)	100'
Minimum % of Vehicular ROW Frontage Required	30%; up to 5 acres; 20% over 5 acres
(2) Adjacent Parcels	
Permitted Subdistricts	City Center "General" 40th Street "General" Riverdale Road "General" Edge
Frontage Orientation of Adjacent Parcels	Any
(3) Improvements	
Designated Sports Fields Permitted	Permitted
Playgrounds Permitted	Permitted
Fully Enclosed Structures Permitted	Permitted, maximum 5% of area
Maximum % of Open Water	30%
(4) Additional Design Requirements	
(1) Vehicular Right-of-Way Frontage of Parks Less Than 5 Acres. At least 30% of the park shall continuously front on a vehicular right-of-way.	
(2) Vehicular Right-of-Way Frontage of Parks Larger Than 5 Acres. At least 20% of the park shall continuously front on a vehicular right-of-way.	



Figure 6.8 (1). Typical Greenway.

6.8 Greenway.

1. Intent.

To provide informal, primarily natural linear open spaces that serve to enhance connectivity between open space types and other uses. Greenways are linear open spaces that often follow a natural feature, such as a river, stream, ravine, or man-made feature, such as a vehicular right-of-way. A greenway may border other open space types.

2. Greenway Requirements	
(1) Dimensions	
Minimum Size (acres)	1
Maximum Size (acres)	None
Minimum Dimension (feet)	30'; recommended minimum average width 50'
Minimum % of Vehicular ROW Frontage Required	0%; 1 access point required per quarter mile of length, minimum 20' width
(2) Adjacent Parcels	
Permitted Subdistricts	All
Frontage Orientation of Adjacent Parcels	Any
(3) Improvements	
Designated Sports Fields Permitted	Permitted
Playgrounds Permitted	Permitted
Fully Enclosed Structures Permitted	Not permitted
Maximum % of Open Water	30%

7.0 Landscape Standards

7.0 Landscape Standards

7.1 General Requirements.

1. Intent.

The landscape standards outlined in this section are designed to meet the following set of goals.

- (1) To provide for healthy, long-lived street trees within all public ways to improve the appearance of streets and create a buffer between pedestrian and vehicular travel lanes.
- (2) To increase the compatibility of adjacent uses and minimize the adverse impacts created by adjoining or neighboring uses.
- (3) Refer to South Ogden City Code, Title 10, Chapter 23 for landscape regulations regarding water efficient landscaping, tree and plant types and sizes, and other elements related to efficient landscape design standards.
- (4) To shade large expanses of pavement and reduce the urban heat island effect.

2. Applicability.

Landscaping, trees, and buffers shall be installed as detailed in this section.

- (1) General Compliance. Application of this section to existing uses shall occur with the following developments.
 - (a) Any development of new or significant improvements to existing parking lots, loading facilities, and driveways. Significant improvements include new driveways, new spaces, new medians, new loading facilities, or complete reorganization of the parking and aisles.
 - (b) Alteration to an existing principal or accessory structure that results in a change of 15% or more in the structure's gross floor area.
 - (c) When compliance is triggered for existing parking lots, landscape improvements shall take precedence over parking requirements.
- (2) Buffers. Landscape buffers are required according to the provisions in this section with the following exceptions.
 - (a) Shared Driveways. Buffers shall not be required along a property line where a curb cut or aisle is shared between two adjoining lots.
 - (b) Points of Access. Buffering is not required at driveways or other points of access to a lot.
- (3) Temporary Uses. These provisions do not apply to temporary uses, unless determined otherwise by the City Manager or Designee.
- (4) Street Trees. Refer to section 2.0 Streets for appropriate street tree specifications.

3. Water Efficient Landscaping.

Refer to South Ogden, Utah City Code, Title 10, Chapter 23 for landscape regulations regarding water efficient landscaping.

7.2 Installation of Landscape.

1. Intent.

The following provisions aid in ensuring that all required landscaping is installed and maintained properly.

2. Applicability.

These provisions apply to landscape installation as required by this section.

3. General Installation Requirements.

The installation of landscaping shall adhere to the following standards.

- (1) National Standards. Best management practices and procedures according to the nationally accepted standards shall be practiced.
 - (a) Installation. All landscaping and trees shall be installed in conformance with the practices and procedures established by the most recent edition of the American Standard for Nursery Stock (ANSI Z60.1) as published by the American Association of Nurserymen.
 - (b) Maintenance and Protection. All landscaping and trees shall be maintained according to the most recent edition of the American National Standards Institute, including its provisions on pruning, fertilizing, support systems, lighting protection, and safety.
- (2) Installation. Landscaping shall be fully installed prior to the issuance of a certificate of completeness.
 - (a) If seasonal conditions preclude the complete installation, a cash escrow or irrevocable letter of credit, equal to 1.5 times the installation costs as estimated by a qualified professional.
 - (b) Complete installation is required within nine months of the issuance of the temporary certificate of completeness or occupancy permit or the cash escrow or letter of credit may be forfeited.
- (3) Plant Size Requirements. Plant material shall be sized according to Table 7.2 (1) at the time of installation, unless otherwise noted in this section.
- (4) Condition of Landscape Materials. The landscaping materials used shall be:
 - (a) Healthy and hardy with a good root system.
 - (b) Chosen for its form, texture, color, fruit, pattern of growth, and suitability to local conditions.
 - (c) Tolerant of the natural and man-made environment, including tolerant of drought, wind, salt, and pollution.
 - (d) Appropriate for the conditions of the site, including slope, water table, and soil type.
 - (e) Protected from damage by grates, pavers, or other measures.
 - (f) Plants that will not cause a nuisance or have negative impacts on an adjacent property.

- (g) Species native or naturalized to the Wasatch Front, whenever possible.
- (5) Compost, Mulch, and Organic Matter. Compost, mulch, and organic matter may be utilized within the soil mix to reduce the need for fertilizers and increase water retention.
- (6) Establishment. All installed plant material shall be fully maintained until established, including watering, fertilization, and replacement as necessary.

4. Ground Plane Vegetation.

All unpaved areas shall be covered by one of the following.

- (1) Planting Beds.
 - (a) Planting beds may include shrubs, ornamental grasses, ground cover, vines, annuals, or perennials.
 - (b) Nonliving materials, such as bark mulch, colored gravel, or mulch, are permitted for up to 50% of a bed area.
 - (c) Annual beds must be maintained seasonally, replanting as necessary.
- (2) Grass. Seeded, plugged, or sodded grass may be planted throughout landscaped areas.
 - (a) Grass shall be established within 90 days of planting or the area must be reseeded, replugged, or resodded.

5. Tree Installations.

Refer to the list of permitted tree types, available from South Ogden Parks Division.

- (1) Tree Measurement. New trees shall be measured at six inches above the mean grade of the tree's trunk when four inch caliper or less and twelve inches for tree trunks above four inches, and noted as caliper inches throughout this ordinance.
- (2) Tree Maintenance. Tree trimming, fertilization, and other similar work shall be performed by or under the management of an ISA certified arborist.
- (3) Tree Size. All trees to be installed to meet the requirements of this section shall be a minimum of 2 inch caliper at the time of installation.
- (4) Tree Spacing. See Section 7.3.4 (4).
- (5) Permeable Surface. For each tree preserved or planted, a minimum amount of permeable surface area is recommended, unless otherwise stated in this ordinance.
 - (a) Planted trees have a suggested minimum permeable area and soil volume based upon tree size; refer to Table 7.2 (2) for details.
 - (b) Permeable area for one tree cannot count toward that of another tree.
- (6) Structural Soil. When the Soil Surface Area (per Table 7.2 (2)) of a tree will extend below any pavement, structural soil is required underneath that pavement. Structural soil is a medium that can

be compacted to pavement design and installation requirements while still permitting root growth. It is a mixture of gap-graded gravels (made of crushed stone), clay loam, and a hydrogel stabilizing agent to keep the mixture from separating. It provides an integrated, root penetrable, high strength pavement system that shifts design away from individual tree pits (source: Cornell University, Urban Horticulture Institute).

Plant Material Type	Minimum Size
Deciduous Shade/Overstory Tree	
Single Trunk	2" caliper
Multi Trunk	10' in height
Evergreen Tree	8' in height
Understory Tree	6' in height
Ornamental Tree	1.5" caliper
Shrubbery - Deciduous	container class 5
Shrubbery - Evergreen	container class 5
Groundcover	3" in height

Table 7.2 (1). Plant Material Size at Installation.

Tree Size	Soil Volume (cubic ft)	Soil Surface Area (sq ft) with 2.5' Soil Depth	Permeable Surface Area Requirement (sq ft)
Very Small	181	72 (approx. 8.5' x 8.5')	25 (5' x 5')
Small	736	294 (approx. 17' x 17')	100 (10' x 10')
Medium	2852	1141 (approx. 34' x 34')	225 (15' x 15')
Large	6532	2681 (approx. 50' x 50')	400 (20' x 20')

Table 7.2 (2). Minimum Recommended Soil Volumes and Permeable Area per Planted Tree.

6. Irrigation Systems.

Permanent irrigation, beyond establishment, is required and shall adhere to the following standards.

- (1) All irrigation systems shall be designed to minimize the use of water.
- (2) Non residential landscape irrigation shall have an automatic clock-activated permanent system.
- (3) The irrigation system shall provide sufficient coverage to all landscape areas.

7.0 Landscape Standards

- (4) The irrigation system shall not spray or irrigate impervious surfaces, including sidewalks, driveways, streets, and parking and loading areas.
- (5) All systems shall be equipped with a back-flow prevention device.
- (6) All mechanical systems including controllers and back-flow prevention devices shall be properly screened from public view.

7. Maintenance of Landscape.

All landscaping shall be maintained in good condition at all times to ensure a healthy and orderly appearance.

- (1) All required landscape shall be maintained to adhere to all requirements of this ordinance.
- (2) **Replacing Unhealthy Landscaping.** Unhealthy landscaping shall be replaced with healthy, live plants by the end of the next applicable growing season. This includes all plant material that shows dead branches over a minimum of 25% of the normal branching pattern.
- (3) **Maintenance Responsibility.** The owner is responsible for the maintenance, repair, and replacement of all landscaping, screening, and curbing required herein.
- (4) **Maintain Quality and Quantity.** Maintenance shall preserve at least the same quantity, quality, and screening effectiveness as initially installed.
- (5) **Fences and Other Barriers.** Fences, walls, and other barriers shall be maintained in good repair and free of rust, flaking paint, graffiti, and broken or damaged parts.
- (6) **Tree Topping.** Tree topping is not permitted. When necessary, crown reduction thinning or pruning is permitted. Refer to 7.3.4(2) for clear branch height of street trees.

7.3 Street Trees & Streetscape Design.

1. Intent.

To line all new streets with a consistent and appropriate planting of trees, pavement design, and identity to establish tree canopy for environmental benefit and a sense of identity for all new streets.

2. Applicability.

The requirements herein apply to all new development requiring Regulating Plan approval.

3. Streetscape Design Submittal.

A consistent streetscape design shall be submitted for approval for all new streets within the development. At a minimum, the submittal shall include the following:

- (1) **Street Trees.** Trees meeting the minimum requirements of 7.3.4, below, shall be included in the streetscape design, with details related to tree pits, tree planting to meet the requirements of 7.2.5 Tree Installations.

- (1) **Sidewalk Pavement Design.** Sidewalk paving materials and pattern shall be set for each street type (refer to 2.0 Street Types).
- (2) **Street Furnishings.** Benches, seatwalls, planters, planter fences, trash receptacles, and bicycle racks at the least shall be specified and quantities and locations listed for each street type (refer to 2.0 Street Types).
- (3) **Landscape Design.** Ground plane vegetation shall be designated for any landscape bed areas, planter areas, and tree wells.
- (4) **Lighting.** Pedestrian and vehicular lighting shall be specified and locations and quantities noted.
- (5) **Identity Elements.** Any other elements designed to establish the identity of each Street, such as banners, pavement markers, artwork, or signage, shall be included in the streetscape design submittal.

4. Minimum Street Tree Requirements.

The following standards apply to the installation of street trees.

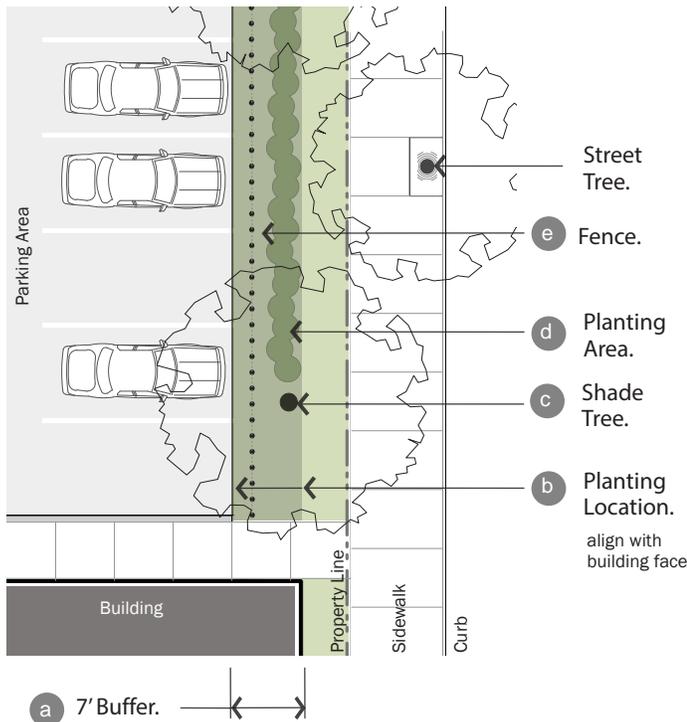
- (1) **Exception.** Street Trees are not required on Alleys or the Lane Street Types (refer to 2.4 and 2.5 Street Types).
- (2) **Clear Branch Height.** Minimum clear branch height is eight feet.
- (3) **Street Tree Type.** Medium and large shade trees are permitted to be installed as street trees. Refer to the list of permitted tree types in the South Ogden City Approved Shade Tree List for Park Strip Planting.
- (4) **Street Tree Spacing.** Street trees shall be planted as follows.
 - (a) Each Lot is required to have one tree for every 30 feet of street frontage with a minimum of one street tree per street frontage.
 - (b) **Spacing.**
 - (i) Large trees must be spaced a minimum of 30 and a maximum of 60 feet on center.
 - (ii) Medium trees must be spaced a minimum of 20 and a maximum of 30 feet on center.
 - (c) No trees may be planted closer to any curb or sidewalk than as follows unless a permeable surface is provided:
 - (1) **Medium trees: three feet.**
 - (2) **Large trees: four feet.**
 - (d) **Limited Distance between Curb and Sidewalk.** Where the distance from the back of the curb to the edge of the right-of-way or property line is less than nine feet with a sidewalk, Applicant shall work with the City staff to determine the appropriate tree species.
 - (i) City Manager or Designee may waive the street tree requirement in spaces less than nine feet.
- (5) **Tree Wells.** In commercial subdistricts, where the sidewalk extends from the back of curb to the property line, tree wells shall be utilized.
 - (a) For tree wells adjacent to sidewalks five feet wide or less, open pit is not permitted.

- (i) The opening must be covered with a tree grate or pervious pavement.
- (ii) The opening in a tree grate for the trunk must be expandable.

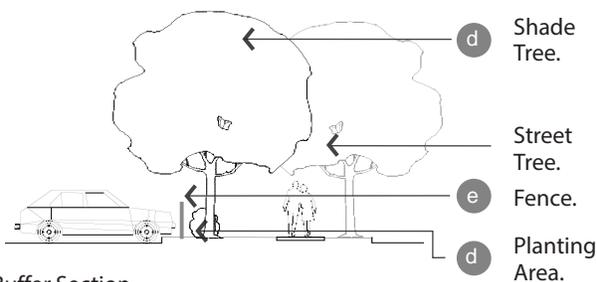
7.4 Frontage Buffer.

1. Intent & Applicability.

- (1) Intent. To lessen the visual impact of vehicular areas visible from the street.
- (2) General Applicability. Applies to properties in all “Core”, “General”, and “Edge” subdistricts where a vehicular area is located adjacent to a right-of-way.
 - (a) Exceptions. Vehicular areas along alleys, except when a residential subdistrict is located across the alley; Single and two family residences.



Front Buffer Plan.



Front Buffer Section.

Figure 7.4 (1). Frontage Buffer Plan and Section.

7.4 Frontage Buffer Requirements

1. Buffer Depth & Location ¹

Depth	7'	a
Location on the Site	Between street facing property line and parking area ²	b

2. Buffer Landscape Requirements

Uses & Materials	Uses and materials other than those indicated are prohibited in the buffer	
Shade Trees	Medium or large shade tree required at least every 40'; Locate on the street side of the fence; Spacing should alternate with street trees	c
Planting Area	Required continuous planting area on street side of fence, between shade trees & in front of vehicular areas	d
Planting Area Composition	Individual shrubs with a minimum width of 24", spaced no more than 36" on center, height maintained no more than 48".	
Existing Vegetation	May be credited toward buffer area	

3. Fence **e**

Location	2' from back of curb of vehicular area
Materials	Composites, steel, wood, or colored PVC; Masonry columns (maximum width 2'6") and base (maximum 18" height) permitted
Minimum Height	3'
Maximum Height	4'
Colors	No bright or white colors
Opacity	Minimum 30%; Maximum 80%
Gate/Opening	One gate permitted per street frontage; Opening width maximum 6'

Notes:

¹ This screening requirement does not prohibit the installation of or provision for openings necessary for allowable access drives and walkways connecting to the public sidewalk.

² In front, corner, and rear yards (on a through lot), when the parking area is located adjacent to any building on the lot, the buffer must be located so that it aligns with or is behind the face of the adjacent building back to the vehicular area. The area between the buffer and the property line must be landscaped.

7.0 Landscape Standards

7.5 Side & Rear Buffer.

1. Intent & Applicability.

- (1) Intent. To minimize the impact that one zoning subdistrict may have on a neighboring subdistrict and to provide a transition between subdistricts.
- (2) General Applicability. Applies to all directly adjoining properties in all "Core", "General", and "Edge" subdistricts.

7.5 Side & Rear Buffer Requirements	
1. Buffer Depth & Location	
Depth	Varies based on the zoning subdistrict of the lot and the adjacent lot; see Table 7.5 (1). a
Location on the Site	Locate buffers on more intensively zoned lot; Buffer is measured from side and rear property lines.
2. Required Landscape Screen	
Width	5' landscape screen in addition to any other buffer landscaping b
Location	Directly adjacent to the rear or side property line
Planting Area	Continuous double row of shrubs required between shade trees c
Planting Area Composition	A professionally-designed water-efficient planting design that is engaging, beautiful and appropriate for the specific setting and context. Plants should include a range of perennials, decorative grasses and small shrubs as appropriate for reducing the visual impact of vehicular areas visible from the street while also meeting the requirements of Title 10, Chapter 23 – Water Efficient Landscaping d
Planting Frequency	Minimum of 15 shrubs per 100' of property line is required
Shade Trees	At least 1 medium or large shade tree per every 30' within the buffer
3. Buffer Landscape Requirements	
Uses and Materials	Uses and materials other than those indicated are prohibited within the buffer
Tree Canopy Coverage	1 medium or large shade tree required per 2,000 square feet of buffer, excluding the area within the required landscape screen
Existing Vegetation	May be credited toward buffer area

Notes:

¹ City Manager or Designee may reduce width of buffer, width of landscape screen, or location of landscape screen based on existing landscaping and topography.

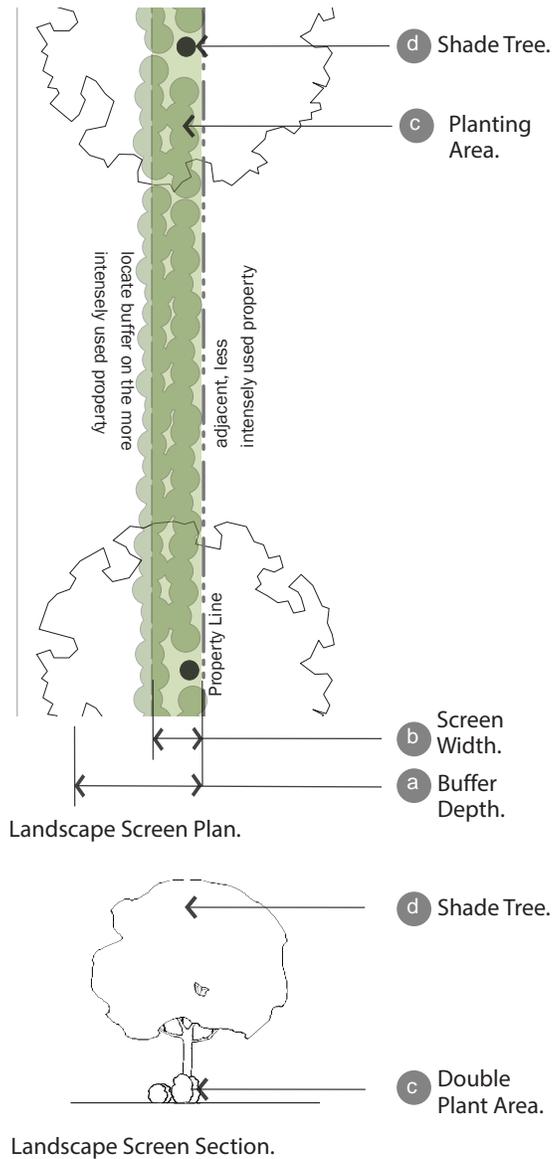


Figure 7.5 (1). Landscape Screen within Light Side & Rear Buffer.

Buffer Requirements between Subdistricts			
Buffer Required by these Subdistricts			
	Core	General	Edge
Core	not required	not required	not required
General	not required	not required	not required
Edge	5'	5'	not required
any existing single family	20'	10'	not required

Table 7.5 (1). Side & Rear Buffer Requirements between subdistrict.

7.6 Interior Parking Lot Landscape.

1. Intent & Applicability.

- (1) Intent. To provide shade, minimize paving & associated stormwater runoff, & improve the aesthetic look of parking lots.
- (2) General Applicability. All open-air, off-street parking lots in all “Core”, “General”, and “Edge” subdistricts.

7.6 Interior Parking Lot Landscape Requirements

1. Landscape Island Requirements a

Required Island Locations	Terminal ends ² of free standing rows or bays of parking; After every ninth parking space for rows of parking greater than 8 spaces in length ³
----------------------------------	---

Minimum Width	5'; Islands less than 15' must utilize structural soil under any paved surface within a tree's critical root zone; Islands under 9' must install an aeration system and utilize permeable pavement
----------------------	--

Required Trees Within Islands	Minimum of 1 medium or large shade tree per island c
--------------------------------------	---

2. Landscape Median Requirements d

Required Median Location	Required in each free-standing bay of parking along the length of the bay
---------------------------------	---

Minimum Width	5'; Medians less than 15' must utilize structural soil under any paved surface within a tree's critical root zone; Islands under 9' must install an aeration system and utilize permeable pavement
----------------------	--

3. Tree Requirements

Requirements per Parking Space ⁴	Each parking space must be located within 50' of a tree planted within parking lot interior Minimum of 1 shade tree must be planted within parking lot interior or within 4' of parking lot's edge for every 3 parking spaces
--	--

Tree Shade Goal	Within 20 years of tree installation, 30% of the interior of the parking lot should be shaded by tree canopy. Refer to Table 7.6 (1) for calculation.
------------------------	---

4. Shade Structure Requirements

Shade Structure Requirements	Shade structures should be considered an acceptable alternative for meeting the tree shade goal that 30% of the interior parking lot should be shaded. Detail designs for such features should be submitted as part of Chapter 10.2 Development Review Procedures for review and approval.
-------------------------------------	--

¹ Parking lot interior is defined as the area dedicated to parking on a given parcel as measured from edge of pavement to edge of pavement.
² Freestanding rows or bays of parking are those not abutting the parking lot perimeter or building face, and may have a single or double row of parking.
³ There shall be no more than 8 continuous parking spaces in a row without a landscape island.
⁴ Trees within a designated buffer area may not be utilized to meet these requirements

- (3) Other Internal Parking Lot Areas. Internal areas not dedicated to parking or drives shall be landscaped with a minimum of one medium or large shade tree for the first 150 square feet and one medium or large shade tree for every 650' thereafter.
- (4) Existing Vegetation. Existing vegetation may be credited toward these requirements.

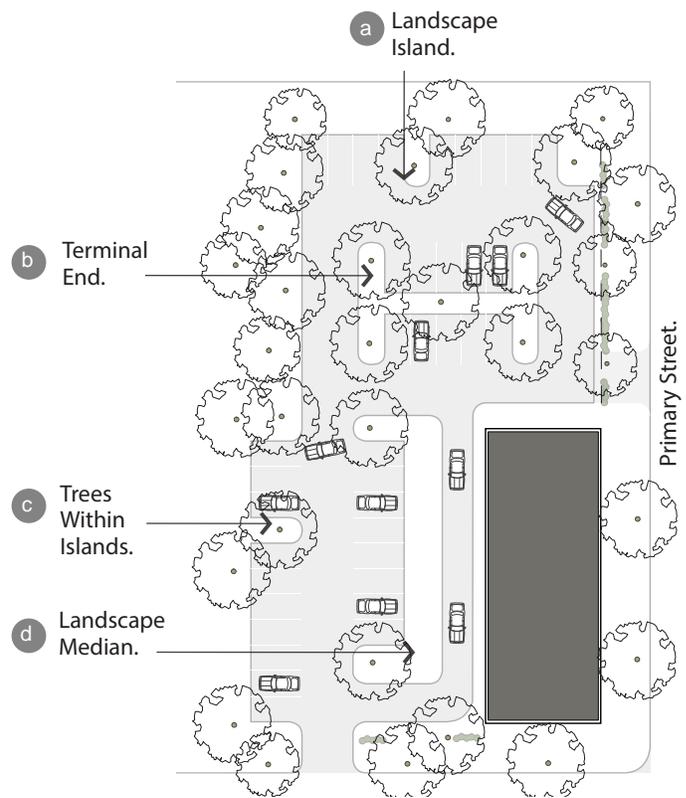


Figure 7.6 (1). Interior Parking Lot Landscaping.

Tree Size	Estimated Canopy at Maturity (sq ft)	Estimated Height at Maturity (ft)
Very Small	150	under 15'
Small	400	15'-25'
Medium	900	25'-40'
Large	1600	40'+

Table 7.6 (1). Estimated Canopy and Height at Maturity.

7.0 Landscape Standards

7.7 Active Frontage Buffer.

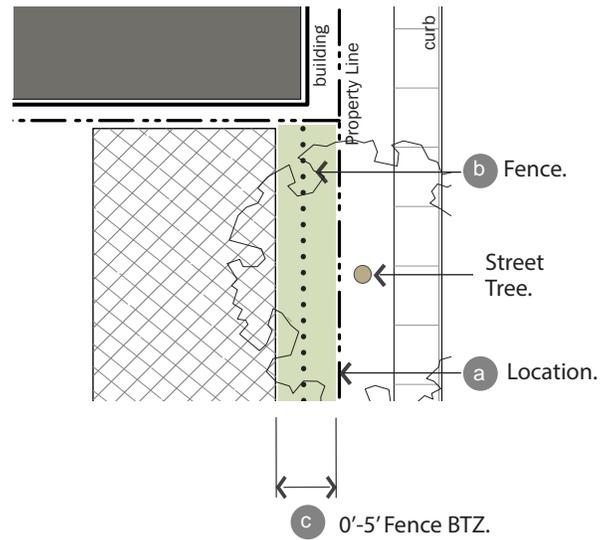
1. Intent & Applicability

- (1) Intent. To continue the street wall of adjacent facades.
- (2) General Applicability. Applies to non-vehicular outdoor sites all in all "Core", "General", and "Edge" subdistricts. For vehicular areas, refer to the 7.4 Frontage Buffer.

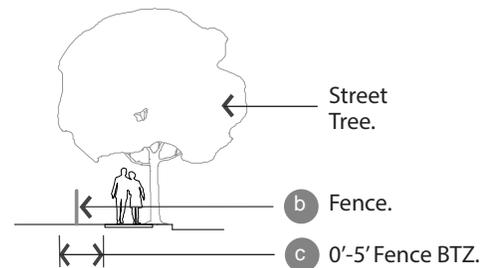
7.7 Active Frontage Requirements	
1. Frontage Location	
Location on the Site	Required adjacent to dining patio or display area
2. Required Fence	
Location	Between 0' and 5' from the front and corner side property lines; Only required in front of patio/display area a
Materials	Steel or colored PVC; Masonry base or columns permitted b
Minimum Height	3' c
Maximum Height	4'
Opacity	Minimum 30%; Maximum 60% ¹
Gate/Opening	One gate permitted per street frontage; Opening width maximum 6'

Notes:

¹ Fence may be solid if 42" or less in height



Active Frontage Plan.



Active Frontage Section.

Figure 7.7 (1). Active Frontage.

7.8 Screening of Open Storage, Refuse Areas, and Utility Appurtenances.

1. Intent & Applicability.

- (1) Intent. To reduce the visibility of open storage, refuse areas, and utility appurtenances from public areas and adjacent properties.
- (2) General Applicability. All dumpsters, open storage, refuse areas, and utility appurtenances in all "Core", "General", and "Edge" Subdistricts.

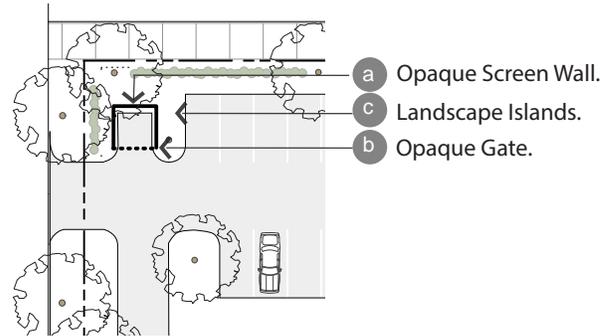


Figure 7.8 (1). Screening of Open Storage & Refuse Areas.

7.8 Screening of Open Storage, Refuse Areas, & Utility Appurtenances

1. Open Storage & Refuse Area Screening Requirements

Location on the Site	Not permitted in front or corner side yards
Opaque Screen Wall ¹	Required around 3 sides of the dumpster and trash bin area a
Screen Wall Height	Height shall be the higher of the following: <ol style="list-style-type: none"> 1. 6' 2. Height of use to be screened 3. Height as determined by City to accomplish objective of the screen
Visible Openings	Openings visible from the public way or adjacent properties must be furnished with opaque gates b
Landscape Requirement	If refuse area is located within larger paved area, such as a parking lot, landscape islands must be located on 3 sides of the area, with at least 1 medium or large shade tree in at least 1 of the landscape areas ² c

2. Utility Appurtenance Screening Requirements

Large Private Mechanical Equipment ³	Shall be fenced with opaque wood or brick-faced masonry on all sides facing right-of-way
Small Private Mechanical Equipment ⁴	Shall have landscape screening and a shrub bed containing shrubs spaced no more than 36" on center

Notes:

¹ Vertical structured barrier to visibility at all times such as a fence or wall

² This tree, if located within 50' of a parking space, may be utilized to meet the minimum shade requirements

³ Large private mechanical equipment is equal to or greater than 4' in height-

⁴ Small private mechanical equipment is smaller than 4' in height

8.0 Parking

8.0 Parking

8.1 General Requirements.

1. Intent.

The following provisions are established to accomplish the following:

- (1) Ensure an appropriate level of vehicle parking, loading, and storage to support a variety of land uses.
- (2) Provide appropriate site design standards to mitigate the impacts of parking lots on adjacent land uses and zoning subdistricts.
- (3) Provide specifications for vehicular site access.

2. Applicability.

This section shall apply to all new development and changes in use or intensity of use for existing development, in any subdistrict.

- (1) Compliance. Compliance with the standards outlined shall be attained in the following circumstances:
 - (a) Development of all new parking facilities, loading facilities, and driveways.
 - (b) Improvements to existing parking facilities, loading facilities, and driveways, including reconfiguration, enlargement, or the addition of curbs, walkways, fencing, or landscape installation.
 - (c) Change in use requiring a change in the amount of parking.
- (2) Damage or Destruction. When a use that has been damaged or destroyed by fire, collapse, explosion, or other cause is reestablished, any associated off-street parking spaces or loading facilities must be reestablished based on the requirements of this section.
- (3) Site Plan Approval Required. Parking quantities and parking design and layout shall be approved through the Site Plan Approval process. Refer to 10.2.5 Site Plan Approval for more information.

8.2 Parking Requirements.

1. General Requirements for Parking.

Off-street parking spaces shall be provided in conformance with Tables 8.2 (1) Bicycle Parking and 8.2 (2) Required Vehicular Parking.

- (1) Required Accessible Parking. Parking facilities accessible for persons with disabilities shall be in compliance with or better than the standards detailed in the state Accessibility Code, including quantity, size, location, and accessibility.
- (2) Requirements for Unlisted Uses. Upon receiving a site plan approval, occupancy certificate, or other permit application for a use not specifically addressed in this section, the City Manager or Designee is authorized to apply off-street parking standards specified for the Use deemed most similar to the proposed Use. In instances where an equivalent may not be clearly determined, the City Manager or Designee may require the applicant to submit a parking study or other evidence that will help determine the appropriate requirements.

- (3) Private Off-Premises Parking. Where private off-site parking facilities are approved, such facilities shall be in the same possession as the zoning lot occupied by the building or use to which the parking facilities are accessory
 - (a) Such possession may be either by deed or lease, guaranteeing availability of the parking commensurate with the use served by the parking.
 - (b) The agreement providing for the use of off-site parking, executed by the parties involved, shall be in a form approved by the City Attorney and filed with the City Manager or Designee.
 - (c) The deed or lease shall require the owner to maintain the required number of parking facilities for the duration of the use served or of the deed or lease, whichever shall terminate sooner.
 - (d) Location Parking. Any off-premise parking must be within 1,300 feet from the entrance of the use to the closest parking space measured along a dedicated pedestrian path.
- (5) Tandem Parking. Tandem parking is permitted with approval of the City Manager or Designee through the site plan review process.

2. Required Vehicular and Bicycle Parking.

Tables 8.2 (1) and 8.2 (2) outline the required vehicular and bicycle parking requirements.

- (1) Organized by Use. The parking requirements are organized by use, in a similar fashion to Table 4.1 (1) Use Table in 4.0 Uses.
 - (a) Parking rates are provided for general use categories; these numbers are applicable for all of the uses within these categories.
 - (b) If a specific use requires a different parking rate than its use category, it is also listed in Tables 8.2 (1) and 8.2 (2) Required Vehicular and Bicycle Parking.
- (2) Vehicular Spaces Required. The vehicular spaces required column indicates the required off-street parking ratio, which may be subject to credits and other reductions and a maximum number, as are detailed in this section.
- (3) Maximum Allowable Vehicular Spaces. When a use requires more than 20 spaces, it is not permitted to provide greater than 20% over the minimum parking requirement.
 - (a) For those uses with no requirements, the maximum number of spaces required should be no more than the next level up of that use. For example, for Neighborhood Retail, the number of spaces should be no more than the requirements for General Retail.
- (4) Required Bicycle Parking. The Required Bicycle Parking Table 8.2 (1) indicates the minimum bicycle parking ratio for a given use.
- (5) Computation. Off-street parking spaces shall be calculated using the following information.
 - (a) Area Measurements. The following units of measurements shall be utilized to calculate parking requirements.

- (i) Dwelling Unit. Parking standards for residential buildings shall be computed using dwelling unit as the unit of measure, unless otherwise stated.
 - (ii) Gross Square Footage. Unless otherwise expressly stated, parking standards for non-residential Uses shall be computed on the basis of gross floor area in square feet.
 - (iii) Occupancy- or Capacity-Based Measurements. Parking spaces required per available seat or per employee, student, or occupant shall be based on the greatest number of persons on the largest shift, the maximum number of students enrolled, or the maximum fire-rated capacity, whichever measurement is applicable.
 - (iv) Bench Seating. For uses in which users occupy benches, pews, or other similar seating facilities, each 24 inches of such seating shall be counted as one seat.
- (b) Fractions. When computation of the number of required off-street parking spaces results in a fractional number, any result of 0.5 or more shall be rounded up to the next consecutive whole number. Any fractional result of less than 0.5 may be rounded down to the previous consecutive whole number.
- (c) Multiple Uses on a Lot. When there are multiple uses on a lot, required spaces shall be calculated as an amount equal to the total requirements for all uses on the lot, unless the uses qualify for shared, cooperative, or other credits to reduce parking. (Refer to 8.2 (3) and 8.2 (4), below.)

3. Multiple Use Reductions.

The following reductions may be taken for multiple non-residential uses.

- (1) Shared Vehicular Parking. An arrangement in which two or more non-residential uses with different peak parking demands use the same off-street parking spaces to meet their off-street parking requirements.
 - (a) General Provisions. Through review of the site plan the City Manager or Designee may permit up to 100% of the parking

Use	Bicycle Spaces
Multifamily	Minimum 2 spaces or .05 spaces / bedroom, whichever is greater
Civic/Institutional	Minimum 2 spaces, 1 / additional 10,000 sf
Retail	Minimum 2 spaces, 1 / additional 5,000 sf
Services	Minimum 2 spaces, 1 / additional 5,000 sf
Office	Minimum 2 spaces, 1 / additional 10,000 sf
Open Space	Per City Manager or Designee

Table 8.2 (1). Required Bicycle Parking.

Use	Required Vehicle Space
Residential	
Single Family, all sizes, or Multifamily, 1 Bedroom	1.5 / Dwelling Unit
Multifamily, 2 Bedrooms	2 / Dwelling Unit
Multifamily, 3 or 3+ Bedrooms	2 / Dwelling Unit
Hotel & Inn	1 / Room & 1 / 200 sq.ft. Office and Dining Room
Residential Care	.33 / Unit & .66 / Employee
Civic/Institutional	
Assembly	1 / 5 Seats
Transit Station	City Manager or Designee
Hospital	.20 / Bed & .66 / Employee
Library / Museum / Post Office (no distribution)	1 / 600 sq. ft.
Police & Fire	City Manager or Designee
Post Office (distribution)	1 / 400 sq. ft.
School: Pre K to Jr. High	1 / Classroom & 1 / 200 sq. ft Office
School: High School, Higher Education	1 / Classroom, 1 / 200 sq. ft Office, & .17 / Student
Retail	
Neighborhood Retail	1 / 300 sf
General Retail	1 / 300 sf
Outdoor Sales Lot	1 / 250 sq. ft. of Sales Area, with 1 / 10 Vehicle Display
Service	
Neighborhood Service	1 / 250 sf
General Service	1 / 250 sf
Eating & Drinking Establishments	1.0 / 3 seats + 1/3 number of employees
Vehicle Services	2 / Service Bay & 1 / 200 sq.ft of retail
Office & Industrial	
Neighborhood, General Office	1 / 300 sf
Craftsman Industrial	1 / 1,000 sq. ft. of Production Space & 1 / 500 sq. ft. of Retail Space
Open Space & Recreation	
Open Space & Recreation	City Manager or Designee

Table 8.2 (2). Required Off-Street Vehicular Parking.

8.0 Parking

required for a daytime use to be supplied by the off-street parking spaces provided for a nighttime or Sunday use and vice versa.

- (b) Approval. In order to approve a shared parking arrangement, the City Manager or Designee must find, based on competent evidence provided by the applicant, that there is no substantial conflict in the principal operating hours of the uses for which the sharing of parking is proposed.
- (c) Description of Uses with Weekday, Nighttime, and Sunday Peak Parking.
 - (i) The following uses are considered predominantly weekday uses: office and industrial uses and other similar uses as authorized by the City Manager or Designee.
 - (ii) The following uses are typically considered predominantly nighttime or Sunday uses: eating and drinking establishments, assembly uses, and other similar uses with peak activity at night or on Sundays, as authorized by the City Manager or Designee.
- (2) Cooperative Vehicular Parking. When two or more categories of non-single family residential uses share a parking lot and are located on the same lot or adjacent lots, the following applies:
 - (a) General Provisions. Cooperative parking will be approved in accordance with the following. Refer to Table 8.2 (3).
 - (i) For each applicable land use category, calculate the number of spaces required as if it were the only use. Refer to Table 8.2 (2).
 - (ii) Use the figures for each individual land use to calculate the number of spaces required for that use for each time period specified in Table 8.2 (3). This table establishes six time periods per use.
 - (iii) For each time period, add the number of spaces required for all applicable land uses to obtain a grand total for each of the six time periods.
 - (iv) Select the time period with the highest total parking requirement and use that as the total number of parking spaces required and use that as the total

number of parking spaces required for the site on a share parking basis.

- (b) Uses in Different Buildings. Through review of the site plan the City Manager or Designee may approve the cooperative agreement if any of the uses are not located in the same structure or building.
- (c) Location of Cooperative Parking. Any cooperative parking must be within 660 feet from the entrance of the use to the closest parking space within the cooperative parking lot, measured along a dedicated pedestrian path.
- (d) Off-Site Cooperative Parking Agreement. An agreement approved by the City Attorney providing for cooperative use of off-site parking spaces, executed by the parties involved, shall be reviewed by the City Manager or Designee during review of the site plan.
 - (i) Off-site cooperative parking arrangements shall continue in effect only as long as the agreement remains in force.
 - (ii) If the agreement is no longer in force, then parking must be provided as otherwise required in this section.

4. Parking Credits.

Vehicular parking standards in Table 8.2 (2) may be reduced by achieving one or all of the following credits.

- (1) On-Street Parking Credit. For all non-residential uses, on-street parking spaces that meet the following shall be credited one for one against the parking requirement.
 - (a) Spaces shall be designated on-street parking available 24 hours of every day.
 - (b) On-street space must be located adjacent to the property line.
- (2) Public Parking Credit. For all non-residential uses, public parking spaces located within 660 feet of any property line may be credited against the parking requirement at a rate of one credit for every three public parking spaces.
- (3) Transit Credit. For all uses, vehicular parking requirements may be

Use Category	Weekdays			Weekends		
	Midnight-7:00 am	7:00 am-6:00 pm	6:00 pm-Midnight	Midnight-7:00 am	7:00 am-6:00 pm	6:00 pm-Midnight
Residential	100%	50%	80%	100%	80%	80%
Retail & Service	5%	100%	80%	5%	100%	60%
Hotel & Inn	100%	65%	100%	100%	65%	100%
Place of Worship	0%	30%	50%	0%	100%	75%
Eating & Drinking Establishment	50%	70%	100%	70%	60%	100%
Office	5%	100%	5%	5%	5%	5%
Theater / Entertainment	5%	30%	100%	5%	80%	100%

Table 8.2 (3). Cooperative or Shared Vehicular Parking Spaces.

reduced with proximity to any commuter rail station or transit line with up to 15 minutes headways. Proximity is measured along a walking path from any point along the property line to the platform or transit stop.

- (a) Within 400 feet. A reduction of 15% of the required off-street parking.
 - (b) Within 800 feet. A reduction of 10% of the required off-street parking.
- (4) Car-Share Parking Credit. The vehicular parking requirements can be reduced with the inclusion of car-share parking spaces as follows.
- (a) Per each car-share parking space provided, required parking spaces shall be reduced by four spaces.
 - (b) Required parking spaces may be reduced up to 40%.
 - (c) Approval. Applicant must provide documentation of an agreement with a car-share company. If this agreement should terminate at any point, applicant shall be required to provide parking as otherwise required herein.

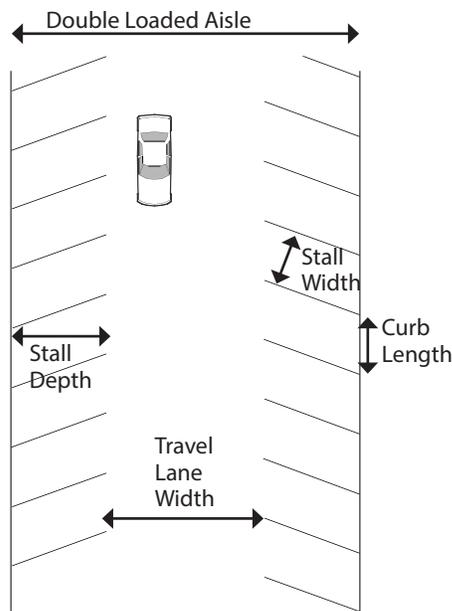


Figure 8.3 (1). Parking Lot Layout.

- (5) Other Parking Reductions. Additional reductions may be approved by the City Manager or Designee with the submittal of a parking study illustrating the reduction.

8.3 Parking Design Standards.

1. Vehicular Off-Street Parking Lots.

The design or redesign of all off-street parking facilities shall be subject to the site plan approval procedure. Refer to 10.2.5 Site Plan Approval for more information.

- (1) Vehicular Parking Space Dimensions. The appropriate dimensions for parking spaces are outlined in Table 8.3 (1) Parking Space Dimensions and Figure 8.3 (1) Parking Lot Layout.
 - (a) The width of a parking space shall be measured from the center of a stripe.
 - (b) Each space shall have a vertical clearance of at least seven feet.
- (2) Wheel Stops. Install wheel stops or bumper guards when parking is adjacent to a pedestrian pathway to limit vehicle overhang that reduces the sidewalk width. Such stops or guards shall be properly anchored or secured.

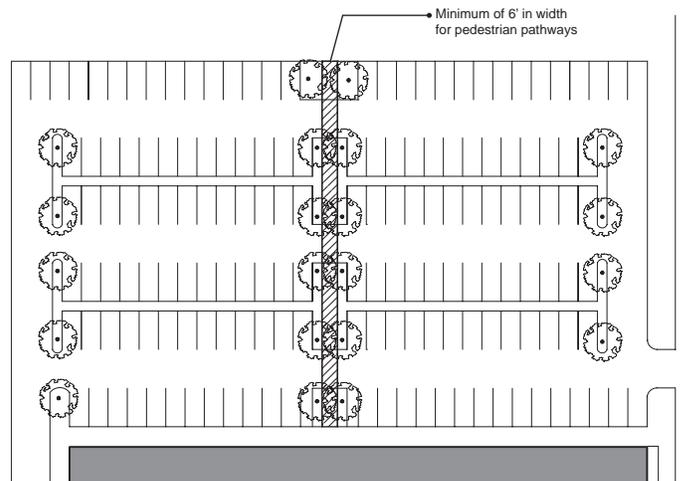


Figure 8.3 (2). Parking Lot Pedestrian Walkway.

Angle (degrees)	Curb Length (feet)	Stall Width (feet)	Stall Depth (feet)	Travel Lane Width: One-Way (feet)	Travel Lane Width: Two-Way (feet)
0	20	7	-	12	20
45	12	8.5	17	12	20
60	10	8.5	18	18	20
90	9	8.5	18 ¹	22	22

Note

¹ Stall depth may be reduced 2' when stall directly abuts an interior parking lot median that includes an additional area beyond the minimum width outlined in 6.14.3, permitting the overhang of the adjacent parked vehicle's front bumper.

Table 8.3 (1). Parking Space Dimensions.

8.0 Parking

- (3) Location of Parking. Refer to 5.0 Building Type Standards for information on the location of parking facilities.
 - (4) Access. All off-street parking and loading facilities shall open directly onto an aisle, alley, or driveway designed to provide safe access to such facilities. Exceptions include:
 - (a) Tandem Parking. No more than two spaces may be included in a tandem parking spot, and the rear space must meet the access requirement.
 - (b) Parking Lifts. The lift exit shall meet the access requirement.
 - (5) Edge of Lot and Drives. All curb and gutter shall be located a minimum of 3 feet from any adjacent property line or right-of-way.
 - (6) Slopes. All parking and driveway or sidewalk access shall meet the requirements of the Utah Accessibility Code.
 - (7) Landscape Screening. All parking areas shall meet the requirements of in 7.0 Landscape Standards.
 - (8) Landscape Areas. Areas not used specifically for sidewalks, parking spaces, driving aisles, loading, or refuse shall not be paved. Areas striped with diagonal striped islands are not permitted.
 - (9) Pavement Construction. All parking and driveways shall be constructed using asphalt, concrete, pavers, or other semi-pervious material approved by the City Manager or Designee. One of the following shall be met:
 - (a) Paving materials with a solar reflectance index (SRI) of at least 29.
 - (b) Recycled content of 15% or more.
 - (10) Illumination. All off-street parking lots or parking structures shall provide a level of illumination at any point in the parking lot or structure not less than one foot-candle measured at the pavement. All lighting shall be shielded or otherwise optically controlled to provide glare-less illumination and limit trespass on adjacent properties.
- counted toward bicycle parking requirements.
- (c) Bicycle parking facilities shall be separated from vehicular parking areas to protect parked bicycles from damage. The separation may be accomplished through grade separation, distance or physical barrier, such as curbs, wheel stops, poles or other similar features.
 - (3) Racks and Structures. Racks and structures shall be provided for each unprotected parking space, and shall be designed to accommodate both chain and U-shaped locking devices supporting the bicycle frame at two points.
 - (4) Bicycle Storage. In multifamily or office uses bicycle storage shall be lockable and enclosed.
 - (5) Surface. The parking surface shall be designed and maintained to be mud and dust free. The use of rock or gravel areas for bicycle parking is permitted provided that edging materials, so that the bicycle parking area is clearly demarcated and the rock material is contained.
 - (6) Signage. If required bicycle parking for public use is not visible from the street, signs must be posted indicating their location.
 - (7) Maintenance and Lighting. Areas used for required bicycle parking must be well-lit with acceptable drainage to be reasonably free of mud and standing water. Accessory off-street parking for bicycles shall include provision for secure storage of bicycles. Such facilities shall provide lockable enclosed lockers or racks or equivalent structures in or upon which a bicycle may be locked by the user.
 - (8) Shower Facilities. Office and manufacturing uses with more than 50 employees shall provide shower and changing room facilities.
 - (9) Long Term Parking. For multifamily residential uses, half of the bicycle parking spaces should be provided as long term parking, safe and secure from vandalism and theft, and protected from the elements.

3. Bicycle Parking Design.

Bicycle parking (refer to Table 8.2 (1) Required Bicycle Parking for quantity required) shall be designed and located as follows.

- (1) Dimensions.
 - (a) Required bicycle parking spaces shall have minimum dimensions of two feet in width and six feet in length.
 - (b) An aisle a minimum of five feet wide shall be provided behind bicycle parking facilities to allow for maneuvering.
 - (c) A minimum of two feet shall be provided beside each parked bicycle to allow access. This access may be shared by adjacent bicycles.
 - (d) Racks shall be installed a minimum of two feet from any wall or other obstruction.
- (2) Location. Bicycle parking should be located within 50 feet of the entrance of the use.
 - (a) Indoor or outdoor spaces are permitted, provided they are located on the lot with which they are associated.
 - (b) Spaces located within individual dwelling units may not be

8.4 Loading Requirements.

1. General Requirements.

All loading facilities shall adhere to the following requirements, unless otherwise approved during Site Plan Approval (refer to Section 10.2.5).

- (1) Use of Off-Street Loading Areas. Space allocated to any off-street loading use shall not be used to satisfy the space requirements for any off-street parking facilities or portions thereof.
- (2) Location. Unless otherwise specified, all required loading facilities shall be located on the same lot as the use to be served. No loading space shall block or project into a street, alley, access drive, or parking area.
- (3) Building Frontage. Loading facilities shall be located per 5.0 Building Type requirements.
- (3) Access. Loading facilities shall have clear access onto an alley or be connected to an alley or street via a driveway.

- (a) Direct access to a public way, other than an alley, is prohibited.
- (b) Each required off-street loading space shall be designed with appropriate means of vehicular access to a street or alley in a manner which will least interfere with traffic movement.

2. Loading Requirements.

All uses except in the residential and lodging, open space, and civic and institutional categories shall provide off-street loading spaces in compliance with Table 8.4 (1) Required Loading Facilities.

3. Computation.

Loading facilities shall be calculated using the following information.

- (1) Gross Square Footage. Unless otherwise expressly stated, loading standards for non-residential buildings shall be computed on the basis of gross floor area in square feet.
- (2) Fractions. When computation of the number of required off-street loading spaces results in a fractional number, any result of 0.5 or more shall be rounded up to the next consecutive whole number. Any fractional result of less than 0.5 may be rounded down to the previous consecutive whole number.
- (3) Shared or Central Loading Facilities. Shared or central loading facilities are permitted if the following conditions are met.
 - (a) Each zoning lot served shall have direct access to the central loading area without crossing streets or alleys.
 - (b) Total off-street loading spaces provided shall meet the minimum requirements herein specified, based on the sum of the several types of uses served unless reviewed and approved by the City Manager or Designee through site plan review.
 - (c) No zoning lot served shall be more than 500 feet from the central loading area.

4. Dimensions.

A standard off-street loading space shall be a minimum of ten feet in width by 26 feet in length and an oversized loading space shall be a minimum of 12 in width and 40 feet in length, exclusive of aisle and maneuvering space and shall have a minimum vertical clearance of 15 feet.

5. Pavement Materials.

Refer to in the City Code for details. One of the following shall also be met.

- (1) Paving materials with a solar reflectance index (SRI) of at least 29.
- (2) Pervious pavement.
- (3) Recycled content of 15% or more.

Gross Floor Area (sq. ft.)	Loading Spaces Required
Under 5,000	0
5,000 to 20,000	1
20,001 to 40,000	2
40,001 to 70,000	3
70,001 to 100,000	4
100,001+	4 + 1 for each 100,000 over 100,001

Table 8.4 (1). Required Loading Facilities.

8.5 Site Access and Driveways.

1. General Requirements.

These standards shall supplement the provisions for access provided in 5.0 Building Type Standards. Each driveway providing site access from a street, alley, or other vehicular right-of-way shall be designed, constructed, and permanently maintained as follows.

2. Quantity of Driveways.

The number of driveways permitted for each Building Type is located in 5.0 Building Type Standards.

3. Dimensions and Design.

- (1) Driveway Width at Property Line. All driveways shall have a maximum width of 22 feet as measured at the property line (Figure 8.5 (1) Driveway Width) except as stated below.
 - (a) Residential Building Types. Driveways constructed in residential subdistricts shall have a maximum width of 11 feet when crossing the front or corner property line.
 - (c) Maximum width for one-way driveways is 12 feet at the property line.
- (2) Maximum Width. When a garage door is located on the front facade of the structure, the driveway shall be no more than two feet wider than the garage door at any location.
- (3) Shared Access. When possible, adjacent developments should share points of access to minimize impervious surface.
 - (a) Shared Driveway Width. When access is shared between three or more non-residential users, a dedicated turn lane may be constructed, allowing an increase in the maximum driveway width from 22 feet to 32 feet provided that:
 - (i) A traffic impact study states its necessity.
- (4) Sidewalk Pavement. Sidewalk pavement elevation, width, design, scoring, material, and design shall extend continuously over the driveway pavement with the intent of prioritizing the sidewalk path over the driveway. If the driveway and sidewalk are of the same material, the sidewalk path shall be scored or designated linearly over the driveway.

8.0 Parking

4. Location.

Specific location information can be found in 5.0 Building Type Standards. Refer to Figure 8.5 (1)

- (1) Driveways accessing rear yard garages are permitted within the side or rear yard setback, no closer than two feet from a side or rear property line, unless the driveway is shared. .
- (2) Driveways shall not be closer than 25 feet from the intersection of two streets (corner), unless otherwise stated in 5.0 Building Type Standards.

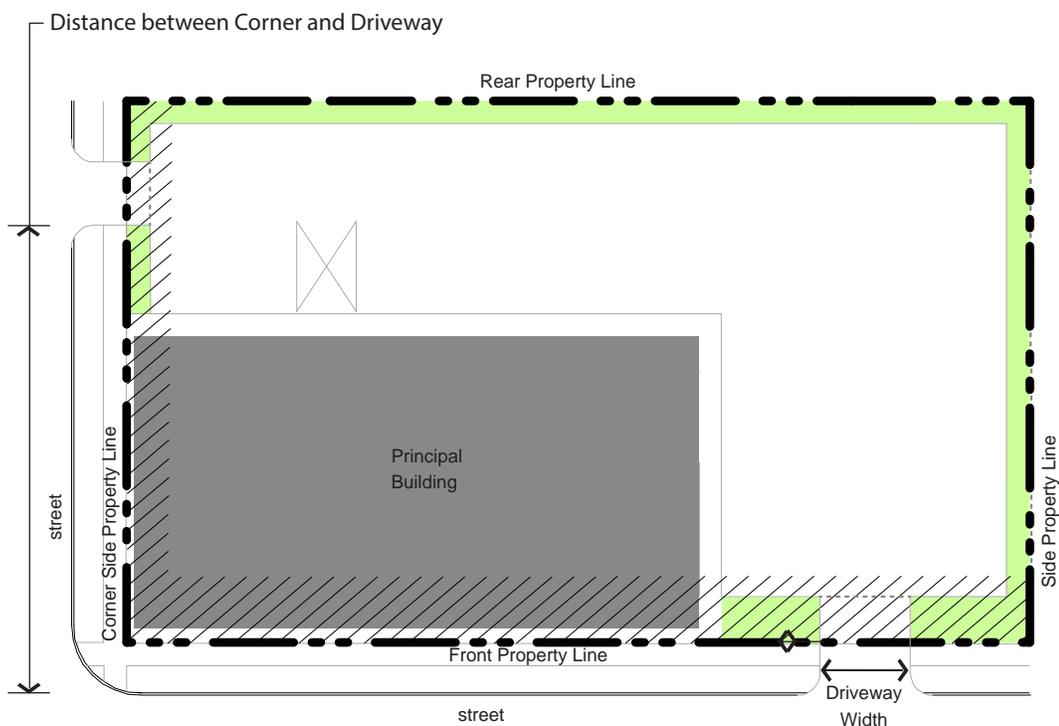


Figure 8.5 (1). Driveway Width and Location.

9.0 Sign Types

9.0 Sign Types

9.1 General Requirements.

1. Intent.

This section seeks to enhance the economic and aesthetic appeal in each Subdistrict through the reasonable, orderly, safe, and effective display of signage.

2. Applicability.

These standards shall apply to all Subdistricts for non-residential uses only. Unless otherwise stated in this chapter, all requirements of the South Ogden, Utah City Code pertaining to sign requirements shall apply. Refer to the South Ogden City Sign Code (Title 10, Chapter 21) for permit processes, construction, design, and maintenance standards.

3. General Compliance.

Compliance with the regulations outlined shall be attained under the following situations.

- (1) **Newly Constructed or Reconstructed Signage.** All new signs and structural improvements to existing signs.
- (2) **Change in Use for Single Business Signage.** For signage serving one business, whenever the existing Use is changed to a new use resulting in a change in signage, including rewording.
- (3) **Multiple-Business Signage.** For signage serving multiple businesses, whenever 50% or more of the existing uses are changed to new uses resulting in a change in signage, including rewording.
- (4) **Damage or Destruction.** When a sign has been damaged or destroyed by fire, collapse, explosion or other cause and the cost of restoration is greater than 50% of the replacement value at the time of the destruction or damage, the replacement sign shall comply with the standards in this article.

4. Prohibited, Temporary, Exempt Signage

Refer to the South Ogden, Utah City Code for information on Prohibited, Temporary, and Exempt Signs.

5. Sign Location.

Unless otherwise specified, signs shall only be located within the boundaries of the lot and not in the right-of-way or on public property.

- (1) Certain Sign types may extend beyond a property line into the right-of-way or public property with permission from the City and in accordance with the regulations outlined in this section.
- (2) No sign shall be attached to a utility pole, tree, standpipe, gutter, or drain.
- (3) Signs shall be erected so as to permit free ingress to or egress from any door, window, the roof, or any other exit-way required by the building code or by fire department regulations.
- (4) No Sign shall be erected or maintained in such a manner as to

obstruct free and clear vision of, interfere with, or be confused with any authorized traffic sign, signal, or device.

6. Illumination.

All signs shall be illuminated according to the following provisions unless otherwise stated.

- (1) Signs shall be illuminated only by steady, stationary light sources directed solely at the Sign or internal to it, except as permitted for Electronic Message Boards.
- (2) Individual letters or logos may be internally illuminated as permitted per each sign type; no other portion of the sign shall be internally illuminated, except as permitted for Electronic Message Boards or unless otherwise stated.
- (3) When an external artificial light source is used to illuminate a sign, the lamp (or bulb) shall be located, shielded, and directed so as to not be visible from any public street or private residence.
 - (a) No receptacle or device housing a permitted light source which is attached to the sign itself shall extend more than 18 inches from the face of the Sign.
 - (b) If ground lighting is used to illuminate a sign, the receptacle or device should not extend more than 12 inches above ground and must be fully screened and housed.
- (4) The illumination of any sign, resulting from any internal or external artificial light source, shall not exceed 250 nits at the Sign face during the day and 125 nits at the Sign face after sunset, with no light trespass onto adjacent property.
 - (a) Signs located within "Core" subdistricts are exempt from this standard.

7. Computation.

The following standards generally apply to computing the area of signs by type and by building lot. Refer to the Sign Types 9.3 - 9.11 for more information.

- (1) Exempt and temporary signs are not included in the maximum signage area calculations, unless otherwise specified.
- (2) Height for freestanding signs is measured from the average grade at the front property line to the top of the sign, sign cabinet, or cap, whichever is highest.
- (3) For the purposes of determining area, lot width or frontage is measured along the front property line.
 - (a) If the lot is a corner lot, the width shall be measured along the front yard.
 - (b) Building frontage is the width of the front facade of a building.

9.2 Sign Types.

1. Sign Type Requirements.

The following pertain to specific sign types detailed in this section.

- (1) Permitted Quantity of Signage by Subdistrict. Table 9.2 (1) details

the maximum permitted amount of signage on a lot within each subdistrict. Refer to 3.0 Subdistricts for more information on each subdistrict.

- (b) Window Signs. Window Signs shall not count towards a lot’s maximum permitted amount of signage. Refer to 9.9 Window Signs.
 - (c) Signs Located on Parking Lots. One sign is permitted in addition to the maximum Signage quantities detailed in Table 9.2 (1) provided the following.
 - (1) Permitted Sign Types are a wall, projecting, or awning sign.
 - (2) Maximum sign area is 30 square feet.
 - (3) Permitted location is either the side or rear facade along a parking lot;
 - (d) Through Lots. In addition to the maximum amount of signage permitted per lot, through lots may incorporate an additional 30 square feet of signage permitted for the Lot located in either the rear yard or along the rear facade.
- (2) Exempt/Temporary Signs. Table 9.2 (1) does not apply to exempt or temporary signs unless otherwise specified.
- (3) Iconic Sign Elements. Iconic Sign Elements of three dimensional symbols or logos are permitted under the following conditions.
- (a) Symbol or Logo Size. The symbol may not be larger than four feet in any direction, included in overall sign area and the surface area counts towards the Maximum Permitted Quantity of Signage per Lot.
 - (b) No moving parts or external illumination of the symbol may be provided.
 - (c) Text. The text component of the sign may not be more than 30% of the overall area of the sign.

Maximum Permitted Quantity of Signage Per Lot		
“Core” Subdistricts	“General” Subdistricts	“Edge” Subdistricts
2 square feet per 1 linear foot of lot width with a maximum of 200 square feet. An additional 40 square feet per additional tenant over 3 tenants permitted	1.5 square feet per 1 linear foot of lot width with a maximum of 200 square feet	No signage permitted

Table 9.2 (1). Permitted Quantity of Signage by Subdistrict.

9.0 Sign Types

9.3 Wall Sign.

1. Description.

Wall Signs, also known as flat or band signs, are mounted directly to the building face to which the sign is parallel. Refer to Figures 9.3 (1) and 9.3 (2).

2. General Requirements.

Wall Signs shall be developed according to the standards in Table 9.3 (1).

- (1) Building Openings. Wall Signs shall not cover windows or other building openings.
- (2) Architectural Features. Wall Signs shall not cover architectural building features.
- (3) Murals. Murals, a type of Wall Sign painted onto the building face displaying the business name or activity, are prohibited on front facades.

3. Computation.

The area of a Wall Sign is calculated using the following information.

- (1) Wall Signs. Area is calculated by drawing the smallest possible square or rectangle around the largest letters and/or elements, as is illustrated in Figure 9.3 (2).
 - (a) Area Credit. All areas that utilize individual alphanumeric characters or logos (including only those using wood, wood substitute, metal, or masonry) may use a total area of 90% of the calculation as outlined above.
- (2) Mural Sign. Area is calculated by measuring the area of the smallest square or rectangle that can be drawn around all of the sign elements, including any painted background.

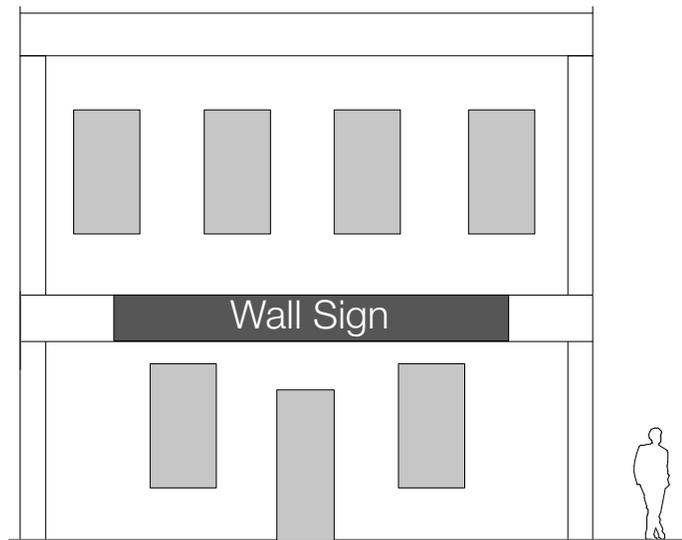


Figure 9.3 (1). Wall Sign.

Wall Sign Requirements

Permitted Subdistricts	All Subdistricts
Sign Area	No maximum area for sign type; Refer to Table 9.2 (1) for maximum per lot
Height	2' maximum letter or element height
Location on the Building or Site	Permitted on all facades
Placement on the Building or Site	1' maximum projection from building face
Quantity	1 per tenant per public ROW frontage; 1 per tenant per side or rear facade on a parking lot
Internal Illumination	Permitted for individual letters and logos
Materials	Solid wood, metal, masonry & neon glass; Plastic & synthetics permitted only as separate alphanumeric characters or logos

Table 9.3 (1). Wall Sign Requirements.



Figure 9.3 (2). Measuring Wall Signs.

9.4 Projecting Sign.

1. Description.

A Projecting Sign is attached to and projects from a building face or hangs from a support structure attached to the building face. Sign faces are typically perpendicular to the building face, but may be at an angle greater than 45 degrees from the facade. The sign may be vertically or horizontally oriented. Refer to Figure 9.4 (1).

2. General Requirements.

Projecting Signs shall be developed according to the standards in Table 9.4 (1).

3. Computation.

The area of a Projecting Sign is equal to the area of one of the sign's faces.

Projecting Sign Requirements

Permitted Subdistricts	All non-residential Subdistricts
Sign Area	No maximum area for sign type; Refer to Table 9.2 (1) for maximum per lot
Height	8' maximum sign length, 8' minimum clearance to walk required
Location on the Building or Site	Permitted on all facades; Sign and structural supports shall not extend above the eave or parapet
Placement on the Building or Site	Shall not project closer than 3' from back of curb
Quantity	1 per tenant per public ROW frontage; 1 per tenant per side or rear facade on a parking lot
Internal Illumination	Permitted for individual letters and logos
Materials	Solid wood, metal, masonry & neon glass; Plastic & synthetics permitted only as separate alphanumeric characters or logos

Table 9.4 (1). Projecting Sign Requirements.

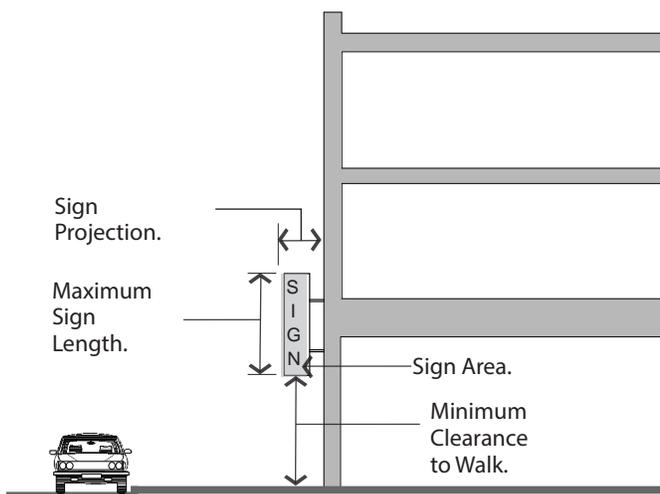


Figure 9.4 (1). Projecting Sign.

9.0 Sign Types

9.5 Projecting Marquee Sign.

1. Description.

A Projecting Marquee Sign is a projecting sign designed to have manually changeable copy and two to three sign faces. Refer to Figure 9.5 (1).

2. General Requirements.

Projecting Marquee Signs shall be developed according to the standards in this section and Table 9.5 (1).

- (1) Manually Changeable Copy Boards. Manually Changeable Copy Boards are permitted on Projecting Marquee Signs in the Core Subdistricts by right, provided the following conditions are met:
 - (a) The area of the boards cannot equal greater than 30% of the area of the sign face on which it is located or 32 square feet, whichever is less.
 - (b) One sign of any type containing a Manually Changeable Copy Board is permitted per lot.

3. Computation.

The sign area is calculated by combining the area of all exposed sign faces and the cabinet or structure surrounding them.

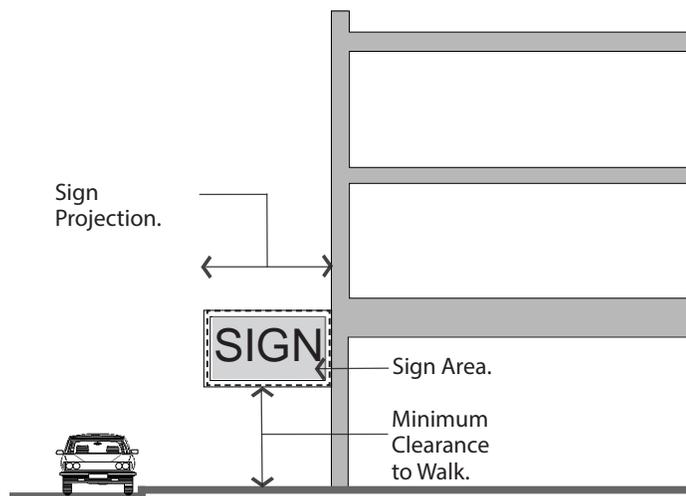


Figure 9.5 (1). Projecting Marquee Sign.

Projecting Marquee Sign Requirements

Permitted Subdistricts	All "Core" and "General" Subdistricts, limited to Assembly Uses or Theater Uses per 4.0 Uses.
Sign Area	No maximum area for sign type; minimum two faces per sign. Refer to Table 9.2 (1) for maximum per lot
Height	10' minimum clearance to walk required
Location on the Building or Site	Front & corner side facades only
Placement on the Building or Site	Maximum projection from building is 6'; Shall not project closer than 1' from back of curb
Quantity	1 per lot
Internal Illumination	Permitted for individual letters and logos
Materials	Solid wood, metal, masonry & neon glass; Plastic & synthetics permitted only on Sign face; [Electronic Message and] Manually Changeable Copy Boards permitted with conditions ¹

Table 9.5 (1). Projecting Marquee Sign Requirements.

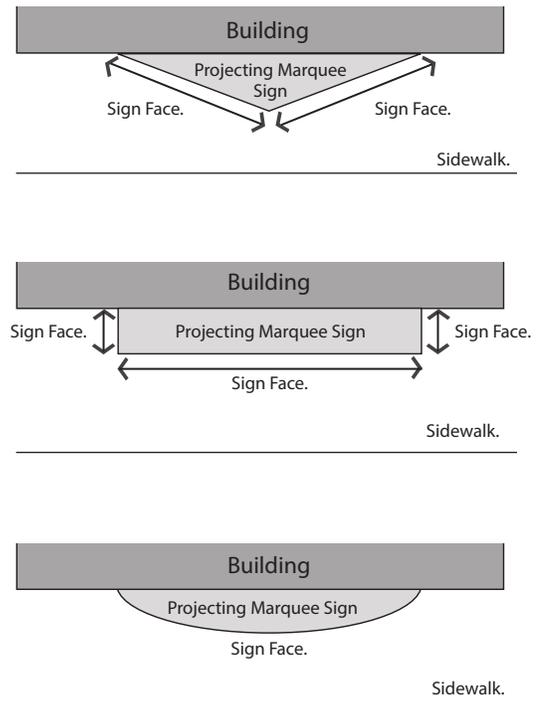


Figure 9.5 (2). Projecting Marquee Sign Plan.

9.6 Awning Sign.

1. Description.

A sign that is mounted, painted, or otherwise applied on or attached to an awning or canopy. Refer to Figures 9.6 (1) and 9.6 (2).

2. General Requirements.

Awning Signs shall be developed according to the standards in Table 9.6 (1).

3. Computation.

The area of an Awning Sign is calculated by drawing the smallest possible square or rectangle around the largest letters and/or elements of the sign portion of the awning, as is illustrated in Figure 9.6 (2).

Awning Sign Requirements

Permitted Subdistricts	All Subdistricts
Sign Area	Up to 50% of the awning may be used for Signage; Refer to Table 9.2 (1) for maximum per lot
Height	8' minimum clearance to walk required
Location on the Building or Site	Permitted on all facades
Placement on the Building or Site	Maximum projection from building is 6'; Shall not project closer than 2' from back of curb; Shall not block any window, door, or the building roof.
Quantity	1 per tenant per street frontage; 1 per tenant per side or rear facade on a parking lot
Internal Illumination	Not permitted
Materials	Cloth, canvas, metal, or wood; All supports shall be made of metal or wood

Table 9.6 (1). Awning Sign Requirements.

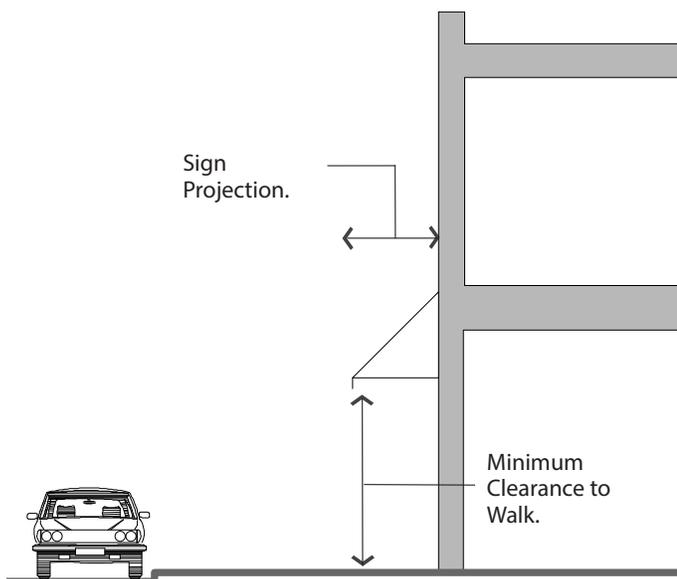


Figure 9.6 (1). Awning Sign.

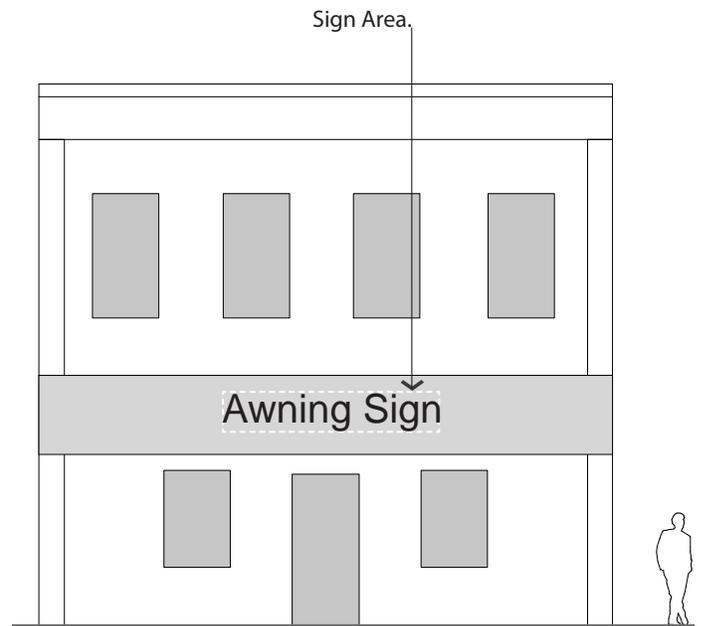


Figure 9.6 (2). Measuring Awning Signs.

9.0 Sign Types

9.7 Canopy-Mounted Sign.

1. Description.

A sign with individual alphanumeric characters and/or logos that is mounted on top of a permanent canopy. Refer to Figures 9.7 (1) and 9.7 (2).

2. General Requirements.

Canopy-Mounted Signs shall be developed according to the standards in Table 9.7 (1).

3. Computation.

The area of a Canopy-Mounted Sign is calculated by drawing the smallest possible square or rectangle around the largest letters and/or elements of the sign portion of the Canopy-Mounted Roof Sign, as is illustrated in Figure 9.7 (2).

Canopy-Mounted Sign Requirements

Permitted Subdistricts	All Subdistricts
Sign Area	No maximum area for sign type; Refer to Table 9.2 (1) for maximum per lot
Height	2' maximum letter or element height; Cannot project more than 2' above roof line of canopy
Location on the Building or Site	Permitted on all facades; not intended for the principal roof of the building
Placement on the Building or Site	Shall not project beyond the front edge of the canopy; Shall not block any window, door, or the building roof.
Quantity	1 per tenant per public ROW frontage; 1 per tenant per side or rear facade on a parking lot
Internal Illumination	Permitted for individual letters and logos
Materials	Solid wood, metal, & neon glass; Plastic & synthetics permitted only as separate alphanumeric characters or logos

Table 9.7 (1). Canopy-Mounted Sign Requirements.

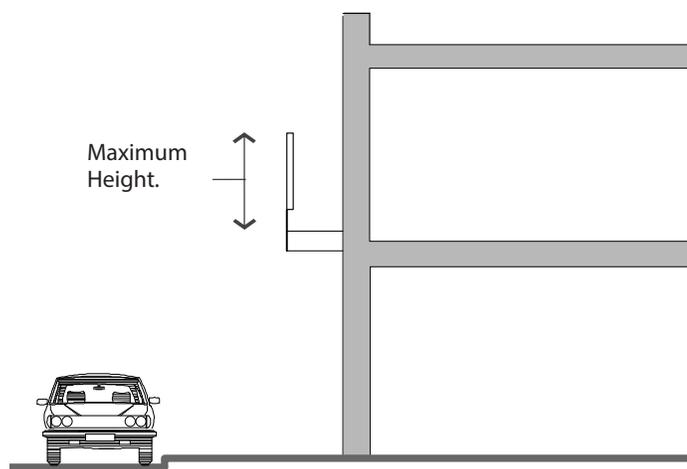


Figure 9.7 (1). Canopy-Mounted Sign.

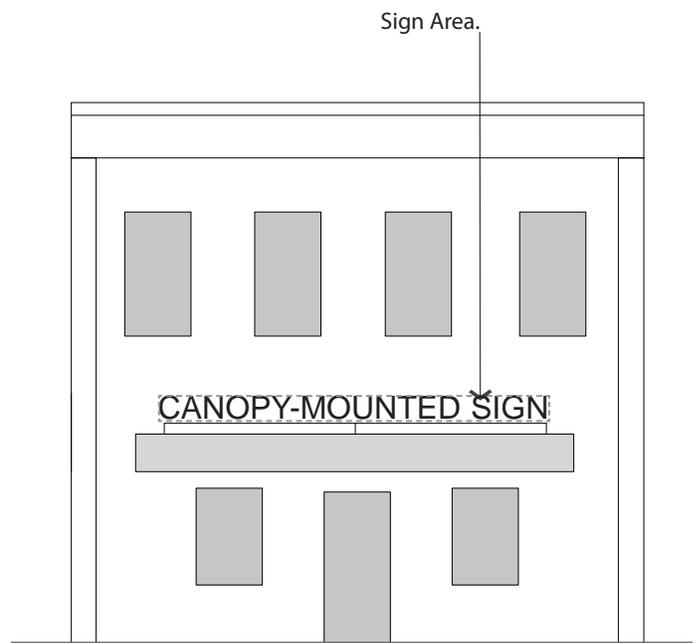


Figure 9.7 (2). Measuring Canopy-Mounted Signs.

9.9 Window Sign.

1. Description

A Window Sign is posted, painted, placed, or affixed in or on a window exposed for public view or is a sign hung inside the building facing the window for public view. Refer to Figure 9.9 (1).

2. General Requirements.

Window Signs shall be developed according to the standards in Table 9.9 (1).

3. Computation.

A series of windows that are separated by frames or supporting material of less than six inches in width shall be considered a single window for the purposes of computation.

- (1) Measurement. To measure sign area percentage, divide the total sign area by the total window area, as illustrated in Figure 9.9 (1).
- (2) Maximum Allowance. Window Signs are not counted toward a site's maximum signage allowance.
- (3) Exempt Signs. Address and hours of operation are considered exempt Signs and are not counted in the Window Sign area calculation. Refer to 9.2.1 (2) Exempt Signs.
- (4) Temporary Window Signs. Temporary Window Signs must be included in the total percentage of signage per window calculation. Refer to 9.2.1 (2) Temporary Signs.
- (5) Window Signs may not be internally illuminated except for neon or similar illuminated window signs.

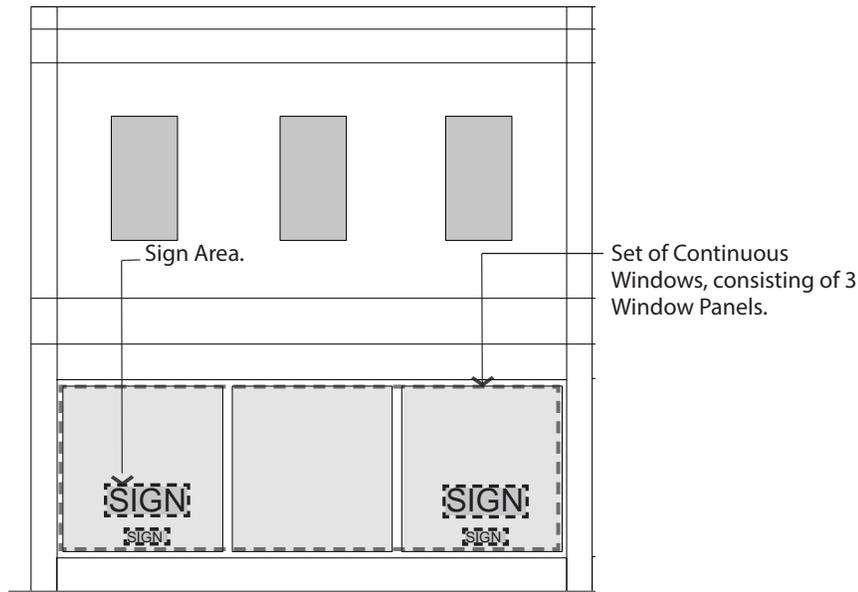


Figure 9.9 (1). Measuring Window Signs.

Window Sign Requirements

Permitted Subdistricts	"Core" & "General" Subdistricts
Sign Area	Up to 30% of a set of continuous windows may be covered with signage; No more than 50% of any one window panel may be covered with signage
Height	No maximum
Location on the Building or Site	Permitted on all facades
Placement on the Building or Site	Ground or upper story windows; May be affixed to window or hung/mounted behind glass
Quantity	No maximum quantity, based on window Sign area for ground story; 1 per tenant per floor for upper stories
Internal Illumination	Not permitted, except on neon or similarly illuminated window signs
Materials	Drawn, painted, or affixed on the glass; Wood, metal, neon glass, plastic, or other similar materials also permitted

Table 9.9 (1). Window Sign Requirements.

9.0 Sign Types

9.10 Monument Sign.

1. Description.

A Monument Sign is freestanding; it is located in a front or side yard of a lot. Refer to Figures 9.10 (1) and 9.10 (2).

2. General Requirements.

Monument Signs shall be developed according to the standards in Table 9.10 (1).

- (1) Multiple Tenants. Multiple tenant buildings on a lot with a width of greater than 300 feet, measured across the front property line, may have signage with the following parameters:
 - (a) Up to two Monument Signs on one frontage.
 - (b) Signs shall be at least 150 feet apart.
- (2) Pole-Mounted Signs. Monument Signs may not be pole-mounted.
- (3) Manually Changeable Copy. The area of any Manually Changeable Copy cannot equal greater than 50% of the area of the sign face on which it is located or 20 square feet, whichever is less.

3. Computation.

The area of a two-sided Monument Sign is equal to the area of one Sign face. The area of a three- or four-sided Monument Sign is equal to the total area of each sign face. This measurement includes the sign, any cabinet in which it is enclosed and the electronic message center, but excludes the base of the sign.

- (1) Measuring Height. Height shall include the sign face, base, cabinet, and ornamental cap.

Monument Sign Requirements	
Permitted Subdistricts	“Core” & “General” Subdistricts
Sign Area	Maximum 70 sq ft per Sign face
Height	Maximum height 6’
Location on the Building or Site	Front or Corner Yards
Placement on the Building or Site	10’ Setback from driveways & side property line; 3’ Setback ¹ from front & corner property lines
Quantity	1 per public ROW frontage
Internal Illumination	Permitted for individual letters and logos
Materials	Solid wood, metal & masonry; Plastic & synthetics permitted on Sign face; Electronic Message Board permitted in certain subdistricts.

¹ If placed closer than five feet from the front and corner side property lines, sign must not be located in a sight triangle extending 10 feet from either side of an intersection of a driveway and a vehicular right-of-way or two vehicular rights-of-way.

Table 9.10 (1). Monument Sign Requirements.

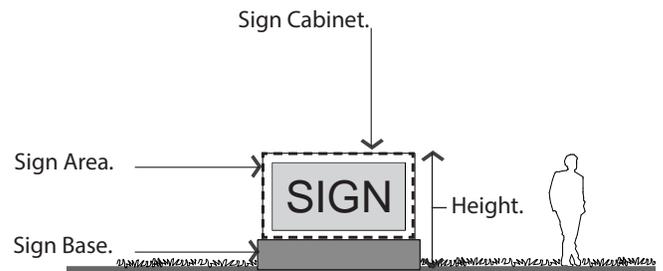


Figure 9.10 (1). Monument Sign.

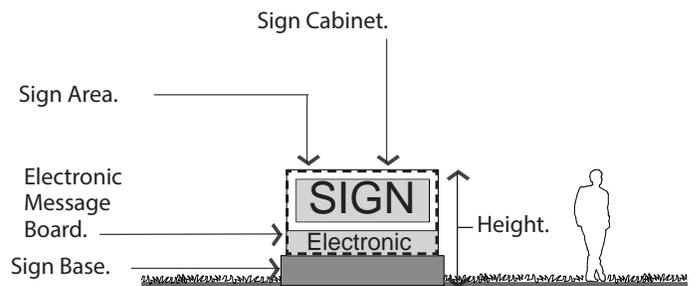


Figure 9.10 (2). Monument Sign with EMB.

9.11 Ped-Scale Pole-Mounted Sign.

1. Description.

A Ped-Scale Pole-Mounted Sign is freestanding and may be mounted on one or two poles. Three configurations are permitted. Refer to Figure 9.11 (1).

- (1) A sign mounted onto a double set of poles.
- (2) A sign mounted on a single pole.
- (3) A sign hanging from a single pole.

2. General Requirements.

Ped-Scale Pole-Mounted Signs shall be developed according to the standards in Table 9.11 (1).

3. Computation.

The area of a Pole-Mounted Sign is equal to the area of one sign face, including the Electronic Message Board.

Ped-Scale Pole-Mounted Sign Requirements

Permitted Subdistricts	"Core" & "General" Subdistricts
Sign Area	8 sq ft maximum area per sign face
Height	8' maximum height for sign mounted or hanging on a single pole; 5' for sign mounted on double set of poles; Each pole shall have a maximum size of 3.5" by 3.5"
Location on the Building or Site	Front or Corner Yards
Placement on the Building or Site	2' setback from front & corner property lines; Cannot overhang property lines
Quantity	1 per lot
Internal Illumination	Permitted for individual letters and logos
Materials	Solid wood, metal & masonry; Plastic & synthetics permitted on Sign face

Table 9.11 (1). Ped-Scale Pole-Mounted Sign Requirements.

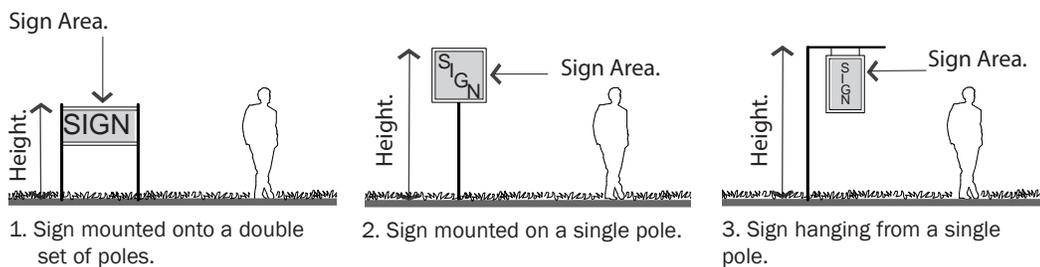


Figure 9.11 (1). Three Types of Ped-Scale Pole-Mounted Signs.

10.0 Administration

10.0 Administration

10.1 General Provisions.

1. Purpose.

It is the intent of this code to promote public health, safety, and general welfare of the community, reflecting the goals established within the South Ogden City General Plan. It includes but is not limited to the specific purposes below.

- (1) To achieve mixed use development that is appropriate in scale and intensity for the neighborhoods and sites proximate to transit stops and stations.
- (2) To establish a relationship between buildings, streets, and open spaces that is pedestrian, bicycle, and transit-oriented.
- (3) To preserve and enhance the City's natural resources, energy, water, and open spaces and to promote innovative development that sustainably manages these issues, including stormwater runoff and mitigation the urban heat island effect.
- (4) To ensure that a variety of housing types and sizes can be developed to meet the needs of the entire community.
- (5) To promote a variety of transportation options for residents and visitors.

2. Scope of Regulations.

- (1) **New Development.** All development, construction, and establishment of uses within the limits of this code occurring after the effective date of this code shall be subject to all applicable regulations of this code.
- (2) **Renovated Structures.** All building renovations affecting greater than 25% gross square footage of a structure within the limits of this code shall be subject to all applicable regulations of this code.
- (3) **In-Process Development.** Where a building permit for a development has been applied for in accordance with the prior law in advance of this code's effective date, said development may comply with the plans from which the permit was approved and, upon completion, receive a certificate of occupancy or zoning certificate (provided all conditions are met) provided the following.
 - (a) Work or construction is begun within one year of the effective date of this code.
 - (b) Work or construction continues diligently toward completion.
- (4) **Nonconformance.** After the effective date of this code, existing buildings and uses that do not comply with the regulations of this code shall be considered nonconforming and are subject to the standards of 10.4 Nonconformances.
- (5) All roads, alleys, parking lots, service areas and similar facilities proposed for development and not specifically designated as public shall be assumed to be privately owned. South Ogden City will not be responsible for constructing, managing, operating or maintaining any private roads, alleys, parking lots, service areas, utilities or infrastructure propose for inclusion in the districts controlled by this code.

3. Administration & Enforcement.

The provisions of this code shall be administered and enforced by the City manager or designee, unless otherwise specifically stated. For the purposes of this code, the term City Manager shall be inclusive of his or her designees.

Where provisions of this code differ from the City's Code, the requirements of this code shall apply.

4. Development Application.

Applications (form, fees, and plan sets) shall be filed with the City Manager or designee.

- (1) **Application Form.** Application forms are available from the City.
- (2) **Fees.** Fee amounts are available from the City and are due at the time the application is made; the application will be considered incomplete if fees are not paid.
- (3) **Plan Set Requirements.** Number of copies and minimum scale of drawings shall be noted on the application form. All plans shall be submitted in both a paper and an approved digital format using NAD1983 state plane coordinates.
- (4) **Filing Deadline.** Filing deadlines are established by the City and available at City location.
- (5) **Withdrawal of Application.** Applicant may withdraw application whole or in part at any point in the process prior to being acted or ruled upon; new application form, fees, and plan sets are required for reapplication.
- (6) **Records on File.** Applications and the resulting recommendations and rulings shall be kept on file by the City Manager or Designee and shall be considered public record.
- (7) **Notice requirements for each process are detailed in the City code.**

5. Zoning Map

The areas and boundaries of the subdistricts listed in 3.0 are hereby established to scale as shown on the map entitled Zoning Map of the city and referred to herein as "Zoning Map".

6. Process

Any development within a subdistrict shall be administered in accordance with the procedures defined in 10.2. and Title 10 of the City Code.

- (1) The application shall include the following processes
 - (a) **Pre-Application Meeting.** Refer to 10.2.2.
 - (b) **Site Plan Approval,** including building, site, and streetscape. Refer to 10.2.5.

7. Staff Review Committee

The City Manager or Designee shall serve approve, deny, or approve with conditions all submittals for Regulating Plans and Site Plans within the Subdistricts upon review by a Staff Review Committee.

- (1) The Staff Review Committee shall include members of each regulatory agency, a representative of each affected City Department [i.e. Planning, Zoning, Public Works, Transportation, Utilities].
- (2) The Staff Review Committee shall meet regularly to process applications within the time lines established by 10.2.1 through 10.2.5.
- (3) The decision regarding approval or denial of a Regulating Plan or Site Plan shall state in writing the reasons for approval or denial.
- (4) If a Regulating Plan or Site Plan is denied by the City Manager or Designee, the applicant may appeal the decision to the Planning Commission.

10.2 Development Review Procedures.

1. General Requirements.

The processes included in this section, 10.2, are required for approval of new development in the South Ogden City Center & 40th Street Corridor

- (1) Appeal. If any application is disapproved, applicant may appeal the decision through the appeals process (refer to existing city code title 10-4-3).
- (2) Expiration of Approval. Approval of any application shall expire 12 months from the date of approval, if permits for development have not been submitted for review or construction has not begun.
 - a. Applicant can request an extension if done so in writing to the City Manager or Designee at least 30 days prior to the end of the 12 month period.
 - b. Failure to act within the 12 month period shall require a new application, including all forms, fees, and plan sets.
- (3) Review Criteria. All Regulating Plan, Site Plan, and Exception applications shall be reviewed using the following criteria.
 - (a) Plan complies with the standards within the intents of the General Plan.
 - (b) Plan's design is consistent with the intent, character, and planning criteria of any plan in place.
 - (c) Plan's design meets all of the requirements of this code.
 - (d) Proposed development is sufficiently served by or provides essential public facilities, such as access and open space, and services, such as utilities and emergency services.
 - (e) Plan is designed with regard to preserving the lot's natural features and topography.

2. Pre-Application Meeting.

- (1) Intent. To afford the applicant an opportunity to receive the advice and assistance of the professional staff before preparing formal plans and making an official application.
- (2) Eligible Applicant. Applicant must apply for a pre-Application meeting prior to submitting an application for Rezoning, Preliminary Plat Approval, Exception, or Variance. The pre-Application meeting is encouraged for Site Plan Approval

processes.

- (3) Application. Applicant shall submit the following.
 - (a) Application, Form, and Applicable Fees.
 - (b) Sketch Plan. A sketch plan or plans shall detail the proposal, including the following.
 - (i) General rough layout of block, and lots, with types of streets and Open Space Type noted.
 - (ii) Existing conditions such as topography, water bodies, aerial photograph, and flood plane.
 - (iii) Approximate distribution of Subdistricts, Building Types, and Uses.
 - (iv) Anticipated method of achieving parking requirements.
 - (v) Site survey if available.
 - (c) Exceptions or Variances. A description of any desired Exception or Variance (per 10.3).
- (4) Pre-Application Meeting. Staff shall meet with the Applicant to discuss the proposed plan within 30 days of receipt of the complete application.



3. Rezoning Process.

Refer to the City Code for information on the rezoning process.

4. Subdivision Plat Approvals.

Refer to Title 11 in the City Code for information on the subdivision plat approvals processes.

5. Site Plan Approval.

- (1) Intent. To establish a process that allows the City to administratively review development and redevelopment of sites and Building Types, uses, and other site requirements within all subdistricts to ensure that the full standards and intents of this code are met.
- (2) Eligible Applicant. Applicant shall apply for Site Plan Approval for all projects within all subdistricts listed in section 3.0.
- (3) Application. The following information shall constitute a complete application. Application shall be submitted in a form as determined by the City Manager or Designee.
 - (a) Complete Application, Form, and Applicable Fees.
 - (b) Applicant shall submit the following in compliance with

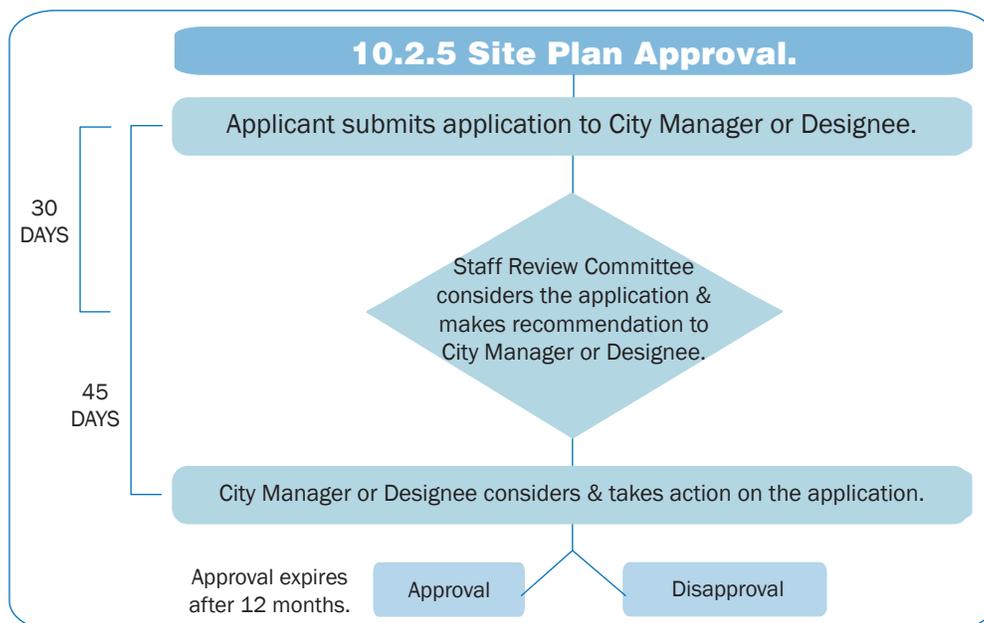
10.0 Administration

the requirements of 3.0 Subdistricts, 4.0 Uses, 5.0 Building Types, 6.0 Open Space Types (when submitting an application for development of a Open Space Type), 7.0 Landscape, 8.0 Parking, and 9.0 Sign Types. All maps and plans shall include date of preparation, north arrow, and scale.

- (i) Site Location Map, Legal Description/Limits of Plan.
- (ii) Survey Plat. Dimensions of property lines, easements, rights-of-way.
- (iii) Development Boundaries and Proposed Phasing, if applicable.
- (iv) Existing Conditions Plan. Existing on-site and adjacent off-site structures, streets, utilities, easements, pavement noted either on an aerial photograph or site survey.
- (v) Existing Natural Conditions Plan. Existing topography, vegetation, drainageways, floodplain/way, or other unique features either on an aerial photograph or site survey.
- (vi) Site Plan. A Site Plan delineating all proposed structures and surfaces, including parking, pavement, decks, patios, landscape, and retaining walls.
- (vii) Building Plan(s). Floor plans for all buildings illustrating compliance with the requirements of 5.0 Building Types.
- (viii) Table of Uses. A table of uses is required on the Building Plan delineating locations and gross square footages of categories of uses, and illustrating compliance with 4.0 Uses.
- (ix) Building Elevations. Building elevations of all facades, rendered to illustrate compliance with the requirements of 5.0 Building Types.
- (x) Landscape Plan. Landscape Plan illustrating compliance

with the requirements of 7.0 Landscape. All ground plane vegetation shall be illustrated. For sites with less than ten percent landscape area, the Landscape Plan may be combined with the Site Plan.

- (xi) Parking Plan. Parking layout plan with table of spaces keyed to plan, illustrating compliance with 8.0 Parking. Driveways, shared parking arrangements, cooperative parking, and any other parking reductions shall be included and noted for compliance with 8.0 Parking.
 - (xii) Signage Plan, if Signage is included. Signage Plan illustrating compliance with the requirements of 9.0 Sign Types.
 - (xiii) Open Space Plan, if Open Space is included. Open Space Plan shall define all paving, structures, site furnishings, and landscape areas.
 - (xiv) Traffic Study, for projects larger than .5 acres, to verify impacts to surrounding roadways.
- (4) Application Process Timeline. Upon submittal of a complete application, the application will be reviewed using the following process and timeline.
- (a) Staff Review Committee. The Staff Review Committee shall review and make recommendations on the application within 30 days of the submission of the complete application.
 - (b) The City Manager or Designee shall render a decision to approve or disapprove the application within 45 days of the submission of the complete application.
 - (i) 45 days may be extended with the applicant's written consent.
 - (ii) The City Manager or Designee may approve, approve with conditions, or disapprove the application, providing the reasons for disapproval or any conditions for



approval in writing.

- (c) If a Site Plan Approval is being sought for the same property, the Conditional Use Permit shall be submitted concurrently and the timelines shall match.
- (5) Procedure for Site Plan Adjustments. The City Manager or Designee may permit Minor Adjustments to an approved site plan, if the revisions are within the scope and intent of the original approval.
- (a) Process. The process to review plan adjustments is as follows.
 - (i) Applicant shall submit a revised plan and letter of explanation detailing the change to the City Manager or Designee.
 - (ii) The City Manager or Designee shall review the request and notify the applicant of the decision.
 - (iii) If the City Manager or Designee deems the change to be a Major Adjustment to the plan, applicant must resubmit for Site Plan Review for approval of the new plan, including a new application (forms, fees, and plan sets).
 - (iv) If the City Manager or Designee deems the changes to be Minor Adjustments and approves them as within the scope and intent of the original approval, the Applicant shall revise the plan providing copies to the City Manager or Designee for filing prior to applying for building or construction permits.
 - (b) Minor Adjustments are limited to the following, while still meeting the requirements of this code. All other adjustments are considered Major.
 - (i) Changes in dimensions or quantities less than ten percent of previous amounts.

6. Conditional Use Permit.

- (1) Intent. To establish a process to review requests for the following.
 - (a) Development of Uses permitted within a Zoning Subdistrict, but that may not be appropriate for development on every lot within that Subdistrict because of potential negative impacts associated with the Use.
- (2) Eligible Applicant. Applicant shall apply for a Conditional Use Permit prior to the development, installation, or opening of a use in a Core, General, or Edge Subdistrict, designated as a Conditional Use in 4.0.
- (3) Application. The following information shall constitute a complete application. Application shall be submitted in a form as determined by the City Manager or Designee.
 - (a) Complete Application, Form, and Applicable Fees.
 - (b) Applicant shall submit the following in compliance with the requirements of 4.0 Uses.
 - (i) Site Location Map , Legal Description/Limits of Plan.
 - (ii) Survey Plat. Dimensions of property lines, easements, rights-of-way.
 - (iii) Development Boundaries and Proposed Phasing, if

applicable.

- (iv) Map of existing category of uses and use descriptions on parcel and all adjacent parcels within 600 feet, utilizing nomenclature found in 4.0.
 - (v) Map of proposed category of uses and use descriptions,utilizing nomenclature found in 4.0.
 - (vi) Statement of Intent. Statement describing existing and proposed Use and zoning classification.
- (4) Application Process Timeline. Upon submittal of a complete application, the application will be reviewed using the following process and timeline.
- (a) Staff Review Committee. The Staff Review Committee shall review and make recommendations on the application within 30 days of the submission of the complete application.
 - (b) The City Manager or Designee shall render a decision to approve or disapprove the application within 45 days of the submission of the complete application.
 - (i) 45 days may be extended with the applicant's written consent.
 - (ii) The City Manager or Designee may approve, approve with conditions, or disapprove the application, providing the reasons for disapproval or any conditions for approval in writing.
 - (c) If a Site Plan Approval is being sought for the same property, the Conditional Use Permit shall be submitted concurrently and the timelines shall match.

10.3 Exceptions and Variances.

1. Exceptions.

- (1) Intent. To establish relief and flexibility in standards that may be administratively reviewed and approved, if certain criteria are met.
- (2) Eligible Applicant. Applicant is eligible to apply for an Exception to the code upon submittal of an application for Site Plan Approval, in cases that involve such standards as the following:
 - (a) Regulating Plan Requirements
 - (i) Distribution of permitted Subdistricts within 100' of required amount. (Substitution of subdistricts is not permitted.)
 - (ii) Block Size within 100' of required dimensions and with the provision of a Mid-Block Pedestrianway (refer to 1.0)
 - (iii) Street Type Requirements within one foot of required dimensions. (refer to 2.0)
 - (iv) Open Space Requirement within 100' of required distance for no more than ten units and with the availability of two Open Spaces within that dimension (refer to 1.0 and 6.0)
 - (v) Building Type Requirements within one foot of required dimensions. (refer to 5.0)
 - (b) Site Plan Requirements
 - (i) Landscape Requirements within one foot of required dimensions. (refer to 7.0)
 - (ii) Parking and Loading Facilities within one foot of

10.0 Administration

required dimensions. (refer to 8.0)

- (iii) Sign Type Requirements within one foot of required dimensions. (refer to 9.0)
 - (iv) Building Type Requirements within one foot of required dimensions. (refer to 5.0)
 - (v) Additional exceptions may be granted based on a formal request in writing by the applicant, stating specific reasons why the request does not impact the overall intent of this section, and is essential for success of the development.
- (4) Application Process Time Line. An Application for Exception shall be submitted concurrently with the process seeking exception from, either Regulating Plan Approval or Site Plan Approval.
- (a) Staff Review Committee. The Staff Review Committee shall review and make recommendations on the application within the same time line as the applicable process, Regulating Plan or Site Plan approval.
 - (b) The City Manager or Designee shall render a decision to approve or disapprove the application within the same time line as the applicable process, Regulating Plan or Site Plan approval.

2. Variances

Refer to Title 10-4-6 (C) of the City Code for information on the variance process.

10.4. Nonconformances.

1. General Requirements.

- (1) Intent. To provide a set of regulations for legal nonconforming buildings and uses and to specify those circumstances and conditions under which those nonconformances shall be gradually eliminated.
- (2) Applicability. The standards in this section apply as follows.
 - (a) The provisions detailed in this section apply to all structures, uses, or site characteristics that lawfully existed prior to the adoption of or Amendment to this code, but that may not occur under the current provisions of this code Title 10-16.
 - (b) Structures, uses, and site characteristics that did not lawfully exist prior to the effective date or amendment to this code shall not be considered legal nonconformances and therefore are not protected under the provisions of this section.
- (3) Continuation. All nonconformances are permitted to continue subject to the restrictions outlined in this section.
- (4) Maintenance. All nonconformances shall be maintained as required by law to protect public health safety, and welfare, provided said maintenance does not result in the expansion of the nonconformity.

2. Nonconforming Structures.

- (1) Intent. To provide regulations for the continuation of a structure that was legally constructed prior to the adoption or amendment to this code, but that could not occur under the current provisions of this code.
- (2) Restrictions on Continuation. A nonconforming structure may continue based upon the following conditions.
 - (a) Alterations. The standards of this code shall apply to alterations under the following circumstances.
 - (i) Where the renovation includes an addition of more than 25 percent in gross building square footage, the building shall be brought into conformance.
 - (ii) When a renovation of the front facade occurs with no added building square footage, the street facade Requirements and Entrance Type Requirements (refer to 5.9) shall be met when the existing building front or corner facade is located within the build to zone and the renovation includes any one of the following:
 - i. Installation of additional doors or a change in location of a door.
 - ii. Expansion or change in location of 30% of windows on any street façade.
 - iii. Replacement of 30% or more of facade materials on any street facing facade with a different facade material.
 - (iii) When a renovation of the shape or style of the roof occurs with no added building square footage, the Roof Type Requirements (refer to 5.10) shall be met when the existing building front or corner facade is located within the build-to zone.
 - (b) Ordinary Repairs. Ordinary repairs required for safety and continued use of the structure, such as replacement of window or door glass; and interior alterations that do not affect the exterior of the building do not trigger conformance to this code.
 - (c) Impact on Nonconformity. No alteration or repair shall expand the existing or create a new nonconformity unless otherwise permitted by this section, 10.4.2 Nonconforming Structures.
 - (d) Damage or Destruction. A nonconforming structure may be repaired and its use continued if damaged by any means not within the control of the owner per the Utah Code.
 - (e) Abandonment. The right to utilize a nonconforming structure shall be terminated if the structure is not utilized or is abandoned for a period of 12 consecutive months.
 - (i) If the owner is actively seeking another tenant for the use or structure, the 12 month period may be extended up to an additional 12 months with permission of the City Council.
 - (ii) To obtain this extension, the owner must provide evidence of this activity, including solicitation, showing the site to potential tenants, and maintenance of utilities and other site facilities for reuse; simply listing the site as available real estate is not sufficient.

3. Nonconforming Uses.

Refer to Title 10-16 in the City Code for information on the nonconforming uses.

4. Nonconforming Site Characteristics.

- (1) **Intent.** To establish regulations for the continuation of site characteristics, such as curb cut quantity, signage, parking, landscaping, or other non-structural, physical characteristics of a site, that was legally constructed or installed prior to the approval or amendment of this code, but that cannot be created under the provisions of this code.
- (2) **Restrictions to Continuation.** A nonconforming site characteristic may continue based upon the following conditions.
 - (a) **10% Percent Exception.** A site characteristic is not considered nonconforming if the size of the nonconformance is 10% or less of this code's requirement.
 - (b) **Change in Associated Use.** The right to continue shall be terminated if the associated use changes or changes in intensity through such additions as an increase in the dwelling units, gross floor area, or capacity by 15% or more.
 - (i) Single or individual business signs within a multiple business center are exempt from this standard. A new tenant is permitted to install an individual business sign even if the signage on the lot as a whole is nonconforming, provided that the new sign does not increase the lot's nonconformance.
 - (c) **Change in Associated Structure.** The right to continue shall be terminated if the associated structure is altered to increase its gross floor area by 15% or more.
 - (d) **Abandonment.** The right to continue shall be terminated if the associated Use or structure, conforming or not, is abandoned for a period of 12 consecutive months.

10.5 Definitions.

1. Graphics.

The graphics, tables, and text utilized throughout this code are regulatory. In case of a conflict, text shall control over tables and graphics and tables shall control graphics.

2. Defined Terms.

For the purposes of this code, the following terms shall have the following meanings.

- (1) **Animal.** All non-human members of the animal kingdom, including domestic and livestock species.
- (2) **Applicant.** The owner of a subject property or the authorized representative of the owner on which a land development application is being made.
- (3) **Block.** The aggregate of lots, passages, lanes, and alleys bounded on all sides by streets.

- (4) **Block Depth.** A block measurement that is the horizontal distance between the front property line on a block face and the front property line of the parallel or approximately parallel block face.
- (5) **Block Ends.** The lots located on the end of a block; these lots are often larger than the lots in the interior of the block or those at the opposite end of the block and can be located on a more intense street type. They are typically more suitable for more intensive development, such as multiple family or mixed use development.
- (6) **Block Face.** The aggregate of all the building facades on one side of a block.
- (7) **Block Length.** A block measurement that is the horizontal distance along the front property lines of the lots comprising the block.
- (8) **Build-to-Zone.** An area in which the front or corner side facade of a building shall be placed; it may or may not be located directly adjacent to a property line. The zone dictates the minimum and maximum distance a structure may be placed from a property line. Refer to Figure 10.5 (2) Build-to Zone vs. Setback Line.
- (9) **Building Type.** A structure defined by the combination of configuration, form, and function. Refer to 5.0 Building Types for more information and the list of permitted Building Types.
- (10) **City Manager or Designee.** The South Ogden City Manager, or a person that is designated to make decisions by the City Manager.
- (11) **Courtyard.** An outdoor area enclosed by a building on at least two sides and is open to the sky.
- (12) **Coverage, Building.** The percentage of a lot developed with a principal or accessory structure.
- (13) **Critical Root Zone.** Also referred to as drip line. The area of soil and roots within the radius beneath the tree's canopy, within the dripline, or within a circular area of soil and roots with a radius out from the trunk a distance of 1.5 feet for every inch of the tree's width (measured at 4.5 feet above the mean grade of the tree's trunk, noted as diameter breast height or DBH throughout this code).
- (14) **Dedication.** The intentional appropriation of land by the owner to the City for public use and/or ownership.
- (15) **Density.** The number of dwelling units located in an area of land, usually denoted as units per acre.
- (16) **Dwelling Unit.** A room or group of rooms connected together that include facilities for living, sleeping, cooking, and eating that are arranged, designed, or intended to be used as living quarters for one family, whether owner occupied, rented, or leased.
- (17) **Easement.** A legal interest in land, granted by the owner to another person or entity, which allows for the use of all or a portion of the owner's land for such purposes as access or placement of utilities.
- (18) **Eave.** The edge of a pitched roof; it typically overhangs beyond the side of a building.

10.0 Administration

- (19) **Entrance Type.** The permitted treatment types of the ground floor Facade of a Building Type. Refer to 5.9 for more information and a list of permitted Entrance Types.
- (20) **Expression Line.** An architectural feature. A decorative, three dimensional, linear element, horizontal or vertical, protruding or indented at least two inches from the exterior facade or a building typically utilized to delineate floors or stories of a building.
- (21) **Facade.** The exterior face of a building, including but not limited to the wall, windows, windowsills, doorways, and design elements such as expression lines. The front facade is any building face adjacent to the front property line.
- (22) **Family.** Family is defined as one of the following.
- (a) Two or more persons, each related to the other by blood, marriage, or adoption together with usual domestic servants and not more than one bona fide guest, all living together as a common household unit.
 - (b) Up to three persons all of whom are not necessarily related to each other by blood, marriage, or adoption, and their children living together as a common household unit.
 - (c) For the purposes of this code, an unrelated family shall not include persons living together in a residential care home or transitional treatment facility in accordance with the requirements of this code.
- (23) **Grade.** The average level of the finished surface of the ground story adjacent to the exterior walls of a building.
- (24) **Gross Floor Area.** The sum of all areas of a building, including accessory storage areas or closets within sales spaces, working spaces, or living spaces and any basement floor area used for retailing activities, the production or processing of goods, or business offices. It shall not include attic space having headroom of seven feet or less and areas devoted primarily to storage, balconies, off-street parking and loading areas, enclosed porches, roof decks, roof gardens, or basement floor area other than specified above.
- (25) **Impervious Surface.** Also referred to as impervious material. Any hard surface, man-made area that does not absorb water, including building roofs, sidewalks, parking, driveways, and other paved surfaces.
- (26) **Landscape Area.** Area on a lot not dedicated to a structure, parking or loading facility, frontage buffer, side and rear buffer, or interior parking lot landscaping.
- (27) **Lot.** Also referred to as parcel. A plot of land intended to be separately owned, developed, or otherwise used as a unit. Refer to Figure 10.5 (1) Lots.
- (28) **Lot, Corner.** A parcel of land abutting at least two vehicular rights-of-way, excluding an alley, at their intersection. Refer to Figure 10.5 (1) Lots.
- (29) **Lot, Flag.** A parcel of land having its only access to the adjacent vehicular right-of-way, excluding an alley, through a narrow strip of land. Refer to Figure 10.5 (1) Lots.
- (30) **Lot, Interior.** A parcel of land abutting a vehicular Right-of-Way, excluding an Alley, along one (1) Property Line; surrounded by Lots along the remaining Property Lines.
- (31) **Lot, Through.** Also referred to as a double frontage lot. An interior lot having frontage on two approximately parallel vehicular rights-of-way, excluding an alley. Refer to Figure 10.5 (1) Lots.
- (32) **Lot Area.** The computed area contained within the property lines; it is typically denoted in square feet or acres.
- (33) **Lot Depth.** The smallest horizontal distance between the Front and Rear Property Lines measured approximately parallel to the Corner and/or Side Property Line. Refer to Figure 10.5 (1) Lots.
- (34) **Lot Frontage.** The horizontal distance between the Side Property Lines, measured at the Front Property Lines. Refer to Figure 10.5 (1) Lots.
- (35) **Nonconformance.** A structure, use, lot, or site characteristic that was legally constructed or operated prior to the effective date of or Amendment to this code, but that cannot be constructed, platted, or operated after the effective date of or Amendment to this code.
- (36) **Occupied Space.** Interior building space regularly occupied by the building users. It does not include storage areas, utility space, or parking.
- (37) **Open Space Type.** The permitted and regulated types of open spaces in this code. Refer to 6.0 Open Space Types for more information and a list of the permitted types.
- (38) **Open Water.** A pond, lake, reservoir, or other water feature with the water surface fully exposed.
- (39) **Owner.** The legal or beneficial title-holder of land or holder of a written option or contract to purchase the land.
- (40) **Pedestrianway.** A pathway designed for use by pedestrians; it can be located mid-block allowing pedestrian movement from one street to another without traveling along the block's perimeter.
- (41) **Pervious Surface.** Also referred to as pervious material. A material or surface that allows for the absorption of water into the ground or plant material, such as permeable pavers or a vegetated roof.
- (42) **Plat.** A map or chart of a division and/or combination of lots.
- (43) **Primary Façade.** The façade facing the street from which the building derives its street address.
- (44) **Primary Street.** A major corridor that receives priority over other streets in terms of setting front property lines and locating building entrances.
- (45) **Property Line.** Also referred to as lot line. A boundary line of a parcel of land or lot. Refer to Figure 10.5 (1) Lots.
- (46) **Property Line, Corner.** A boundary of a lot that is approximately perpendicular to the front property line and is directly adjacent to a public Right-of-Way, other than an alley or railroad. Refer to Figure 10.5 (1) Lots.
- (47) **Property Line, Front.** The boundary abutting a right-of-way, other

- than an Alley, from which the required setback or build-to zone is measured, with the following exceptions.
- (a) Corner and Through Lots that abut a Primary Street shall have the front property line on that Primary Street.
 - (b) Corner and Through Lots that abut two Primary Streets or do not abut a Primary Street shall utilize the orientation of the two directly adjacent lots, or shall have the front property line determined by the City Manager or Designee.
- (48) **Property Line, Rear.** The boundary of a lot that is approximately parallel to the front property line; this line separates lots from one another or separates a lot from an alley. Refer to Figure 10.5 (1) Lots.
 - (49) **Property Line, Side.** The boundary of a lot that is approximately perpendicular to the front and rear property lines; it is not adjacent to the public right-of-way. Refer to Figure 10.5 (1) Lots.
 - (50) **Right-of-Way.** Land dedicated or utilized for a Street Type, trail, pedestrianway, utility, railroad, or other similar purpose.
 - (51) **Roof Type.** The detail at the top of a building that finishes a Facade, including a pitch roof with various permitted slopes and a parapet. Refer to 5.10 for more information and a list of the permitted Roof Types.
 - (52) **Scale.** The relative size of a building, street, sign, or other element of the built environment.
 - (53) **Semi-Pervious Surface.** Also referred to as semi-pervious material. A material that allows for at least 40% absorption of water into the ground or plant material, such as pervious pavers, permeable asphalt and concrete, or gravel.
 - (54) **Setback.** The horizontal distance from a property line inward, beyond which a structure may be placed. Structures or other impervious surfaces are not permitted within a setback, unless specifically permitted in this code. Refer to Figure 10.5 (2) Build-to Zone vs. Setback Line.
 - (55) **Sign.** An object, device, or structure used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, service, event, or location by such means as words, letters, figures, images, designs, symbols, or colors. Flags or emblems of any nation, state, city, or organization; works of art which in no way identify a product; and athletic field score boards are not considered signs.
 - (56) **Solar Reflectance Index (SRI).** A measure of a constructed surface's ability to reflect solar heat, as shown by a small temperature rise. The measure utilizes a scale from 0 to 100 and is defined so that a standard black surface is 0 and a standard white surface is 100. To calculate for a given material, obtain the reflectance value and emittance value for the material; calculate the SRI according to ASTM E 1980-01 or the latest version.
 - (57) **Story.** A habitable level within a building measured from finished floor to finished floor.
 - (58) **Story, Ground.** Also referred to as ground floor. The first floor of a building that is level to or elevated above the finished grade on the front and corner facades, excluding basements or cellars.
 - (59) **Story, Half.** A story either in the base of the building, partially below grade and partially above grade, or a story fully within the roof structure with transparency facing the street.
 - (60) **Story, Upper.** Also referred to as upper floor. The floors located above the ground story of a building.
 - (61) **Street Face.** The facade of a building that faces a public right-of-way.
 - (62) **Street Frontage.** Also refer to lot frontage. The portion of a building or lot directly adjacent to a vehicular right-of-way.
 - (63) **Street Type.** The permitted and regulated types of streets in this code. Refer to 2.0 Street Types for more information and a list of the permitted Street Types.
 - (64) **Streetwall.** The vertical plane created by building facades along a street. A continuous streetwall occurs when buildings are located in a row next to the sidewalk without vacant lots or significant setbacks.
 - (65) **Structure, Accessory.** The general term for a subordinate structure detached from, but located on the same Lot as the Principal Structure; it may or may not be inhabitable.
 - (66) **Structure, Principal.** Also referred to as the principal building. A building that contains the dominant Use of the Lot. It is typically located toward the front of the Lot in the front Build-to Zone or behind the Front Yard Setback.
 - (67) **Swale.** A low lying, naturally planted area with gradual slopes that facilitate the transport, absorption, and/or filtration of stormwater.
 - (68) **Tree Canopy.** The uppermost area of spreading branches and leaves of a tree.
 - (69) **Tree Canopy Coverage.** The area of ground covered or shaded by a tree's canopy, measured in square feet.
 - (70) **Use.** Also referred to as land use. A purpose or activity that may occur within a building or a lot.
 - (71) **Use, Accessory.** A use customarily, incidental, and subordinate to the principal use or structure and located on the same lot with such principal use or structure.
 - (72) **Use, Principal.** The specific, primary purpose for which a lot or building is utilized.
 - (73) **Use, Special.** A use that may not be appropriate in certain locations based on the potential negative impacts associated with the use and requires approval of a Special Use Permit.
 - (74) **Visible Basement.** A half story partially below grade and partially exposed above with required transparency on the street facade.
 - (75) **Water Body.** A body of water, such as a river, pond, or lake that may be man-made or naturally occurring.
 - (76) **Yard.** The space on a lot which is unoccupied and unobstructed from the ground to the sky by the principal structure. Lots without a structure do not have yard designations. Refer to Figure 10.5 (3) Yards.

10.0 Administration

- (77) **Yard, Corner Side.** A yard extending from the corner side building facade along a corner side property line between the front yard and rear property line.
- (78) **Yard, Front.** A yard extending from the front facade of the principal structure along the full length of the front property line, between the side property lines or side and corner side property lines.
Figure 10.5 (3) Yards.
- (79) **Yard, Rear.** A yard extending from the rear building facade along the rear property line between the side yards or, on a corner lot, the corner side and side yards. Figure 10.5 (3) Yards.
- (80) **Yard, Side.** A yard extending from the side building facade along a side property line between the front yard and rear property line.
Figure 10.5 (3) Yards.
- (81) **Zoning Subdistrict.** A designation given to each lot within the city that dictates the standards for development on that Lot. Refer to 3.0 Zoning Subdistricts for more information and a list of permitted Zoning Subdistricts.



Figure 10.5 (1). Lots.

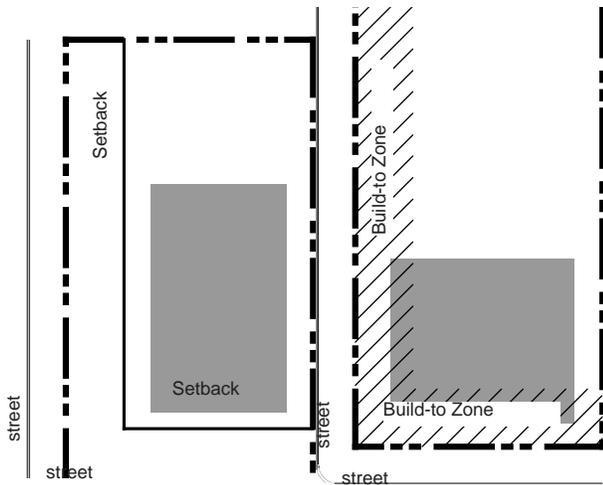


Figure 10.5 (2). Setback Line vs. Build-to Zone.

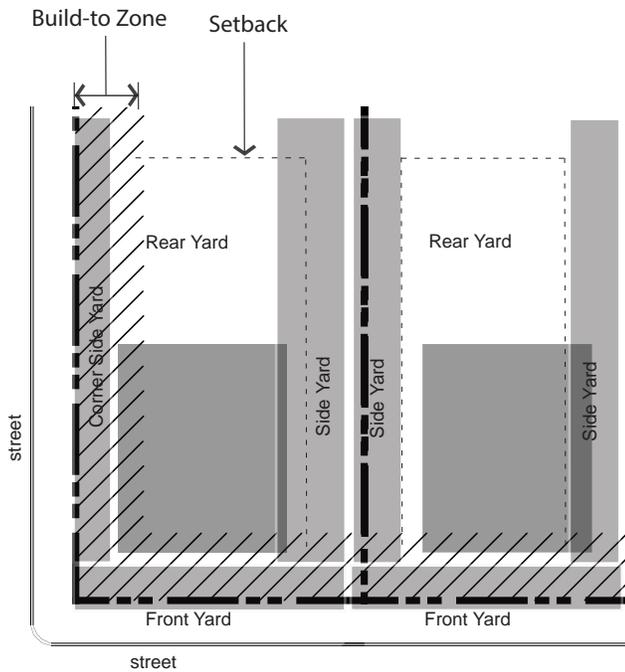


Figure 10.5 (3). Yards.

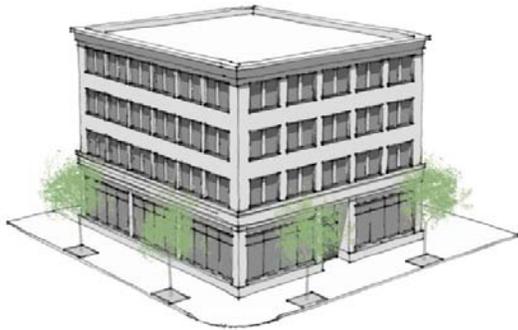
Appendix A Subdistrict Overview

Appendix A - Subdistrict Overview

A-1 City Center “Core” Subdistrict

The City Center “Core” constitutes the center of the community and heart of the new city center, and includes the majority of the shops and workplaces within the City Center. The storefront building type that comprises this subdistrict defines a street wall along the primary streets of the area with storefront glass windows. Upper stories of the storefront building may be utilized for living and working. Building heights range from 2 - 5 stories.

Allowed Building Types



Storefront



Civic



Appendix A - Subdistrict Overview

A-2 City Center “General” Subdistrict

The City Center “General” Subdistrict serves as the interstitial fabric of the city, separate from the defined center or core and the edges. This area is primarily comprised by both the storefront building, and the more generic stoop building which have lower minimum transparency levels, and is mainly occupied by office, retail and residential uses at a variety of scales. Building heights range from 1 - 5 stories.

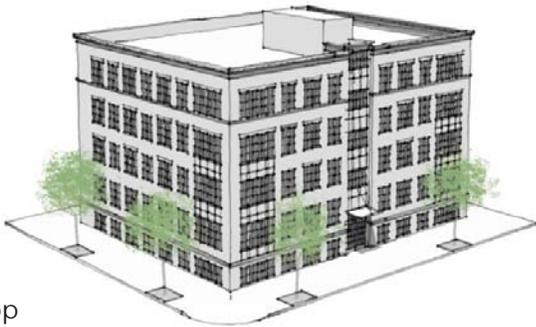
Allowed Building Types



Storefront



Row Building



Stoop



Civic

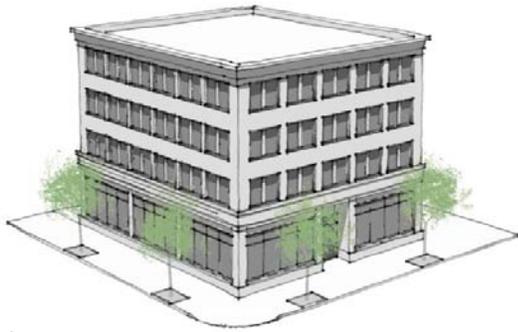


Appendix A - Subdistrict Overview

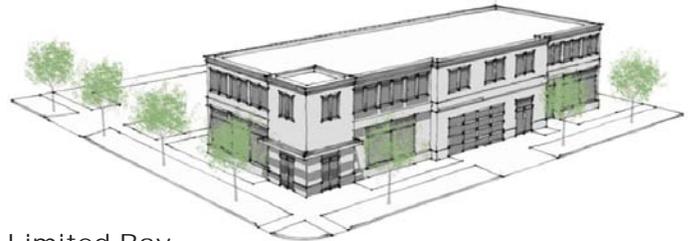
A-3 Riverdale Road "General" Subdistrict

The Riverdale Road "General" Subdistrict serves as the interstitial fabric of the city, separate from the defined center or core and the edges. This area is primarily comprised by both the storefront building, and the more generic stoop building which have lower minimum transparency levels, and is mainly occupied by office, retail and residential uses at a variety of scales. This Subdistrict also permits drive-through structures and the limited bay building type to allow more flexibility for auto-oriented uses. Building heights range from 1 - 4 stories.

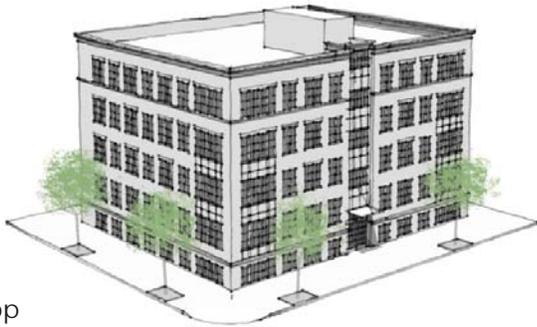
Allowed Building Types



Storefront



Limited Bay



Stoop



Row Building



Civic



Yard Building

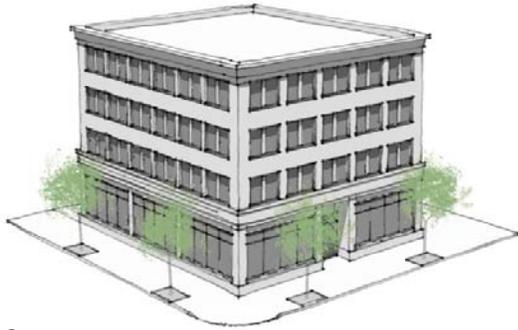


Appendix A - Subdistrict Overview

A-4 40th Street “General” Subdistrict

The 40th Street “General” Subdistrict combines the storefront building and stoop building to create a corridor that supports a future transit line along 40th Street. Development along this corridor will be at a smaller scale and finer grain, in relation to the city center. Building heights range from 1 - 4 stories.

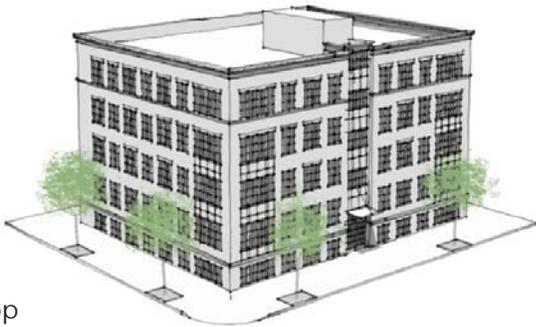
Allowed Building Types



Storefront



Row Building



Stoop



Civic



Appendix A - Subdistrict Overview

A-5 Edge Subdistrict

The Edge Subdistricts are made up of smaller scale residential buildings, which provide a buffer between existing single family residential neighborhoods and the “Core” and “General” Subdistricts. Building heights range from 1 - 3.5 stories.

Allowed Building Types



Row Building



Yard Building



Civic

