



3200 W 300 N, West Point, UT 84015
801.776.0970

**WEST POINT CITY COUNCIL
MEETING NOTICE & AGENDA
JULY 6TH, 2021
WEST POINT CITY HALL**

Mayor
Erik Craythorne
Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Annette Judd
City Manager
Kyle Laws

THIS PUBLIC MEETING WILL BE HELD IN-PERSON AT WEST POINT CITY HALL AND ALSO ELECTRONICALLY.

The Public may attend the meeting electronically and comment when appropriate by:

- **Join Zoom Meeting at:** <https://us02web.zoom.us/j/84867785947> or
- **Connect via Telephone:** Dial 1(669) 900-6833 and enter **Meeting ID:** 848 6778 5947

The public may attend this meeting in-person at West Point City Hall under the following Guidelines:

- *Use of face coverings is required for all those not fully vaccinated*
- *Maintain 6-foot physical distancing & avoid physical contact*
- *Avoid entering if they have a fever of 100.4° or above, cough, trouble breathing, sore throat, muscle aches and pains, sudden changes in smell or taste, or feel generally unwell*
- *Sneeze/cough into cloth, tissue, elbow or sleeve (not hands)*
- *Wash hands often, and for at least 20 seconds*

The public may also participate in the Citizen Comment and Public Hearing Items prior to the meeting via email:

Comments must be received prior to the 7PM City Council Meeting

- **Email:** carold@westpointcity.org
- **Subject Line:** Must be designated as "Citizen Comment – July 6, 2021 City Council Meeting"
- **Email Body:** **Must** include First & Last Name and Address and a succinct statement of your comment.

ADMINISTRATIVE SESSION

6:00 PM – OPEN TO THE PUBLIC

1. **Discussion Regarding Harvest Fields Subdivision Phases 7 and 8** – Mrs. Bryn MacDonald **PG. 4**
2. **Discussion Regarding an Annexation of Property Located at Approximately 4200 W 1800 N (Hatch / Compton Property)** – Mrs. Bryn MacDonald **PG. 9**
3. **Discussion Regarding the Revised Land Use Development Code** – Mrs. Bryn MacDonald **PG. 63**
4. **Other Items**

GENERAL SESSION

7:00 PM – OPEN TO THE PUBLIC

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Prayer** (Please contact the City Recorder to request meeting participation by offering a prayer or inspirational thought)
4. **Communications and Disclosures from City Council and Mayor**
5. **Communications from Staff**
6. **Citizen Comment** (*Emailed comments received prior to the meeting using the instructions above will be read to the Council at this time*)
 - Please clearly state your name and address prior to commenting and keep comments to a maximum of 2 ½ minutes
 - Do not repeat positions already stated; public comment is a time for the Council to receive new information and perspectives
 - If attending the meeting in-person, please approach the podium
 - If attending the meeting electronically, use the "raise hand" icon if on a computer or dial *9 on the phone to indicate that you would like to make a comment; when it is your turn, the meeting host will unmute you.
7. **Consideration of Approval of the Minutes from May 18th, 2021 West Point City Council Meeting** **PG. 20**
8. **Consideration of Approval of the Minutes from the June 1st, 2021 West Point City Council Meeting** **PG. 35**
9. **Consideration of Approval of Resolution No. 07-06-2021A, Approving the Real Estate Purchase Contract for Property Located at Approximately 547 N 4550 W** – Mr. Kyle Laws **PG. 43**
10. **Consideration of Approval of Resolution No. 07-06-2021B, Approving a Purchase Contract for Water Shares** – Mr. Kyle Laws **PG. 56**
11. **Motion to Adjourn the General Session**

POSTED THIS 2ND DAY OF JULY, 2021

Casey Arnold

CASEY ARNOLD, CITY RECORDER

TENTATIVE UPCOMING ITEMS

Date: **07/20/2021**

Administrative Session – 6:00 pm

1. Discussion Regarding Poll Works for the 2021 Primary Election – Ms. Casey Arnold
2. Discussion Regarding Cemetery Ordinances – Ms. Casey Arnold/Mr. Paul Rochell
1. Presentation of the 2021 Storm Drain Masterplan and Impact Fee Analysis – Mr. Boyd Davis
2. Discussion Regarding an Amended Plat for the Community Garden Lot – Mrs. Bryn MacDonald

General Session – 7:00 pm

1. June 15th Meeting Minutes
2. Consideration of Approval of Resolution No. 07-20-2021A, Appointing the Poll Workers for the 2021 Primary Election – Ms. Casey Arnold
3. Consideration of Approval to Remove the Zaugg Legacy Subdivision from Warranty – Mr. Boyd Davis
4. Consideration of Final Plat Approval of Harvest Fields Subdivision Phases 7 and 8 – Mrs. Bryn MacDonald

Date: **08/17/2021**

Administrative Session – 6:00 pm

1. Discussion Regarding the FY2022 Final Budget and 2021 Property Tax Rate for West Point City and All Related Agencies – Mr. Ryan Harvey

SPECIAL BUDGET MEETING – 7:00 pm

1. Consideration of Approval of Resolution No. 08-17-2021A, Approving the 2021 Property Tax Rate – Mr. Ryan Harvey
 - a. Public Hearing
 - b. Action
2. Consideration of Approval of Ordinance No. 08-17-2020A, Approving the FY2022 Final Budget for West Point City and All Related Agencies – Mr. Ryan Harvey
 - a. Public Hearing
 - b. Action

General Session – 7:30 pm

1.

Date: **09/07/2021**

Administrative Session – 6:00 pm

General Session – 7:00 pm

Date: **08/03/2021**

Administrative Session – 6:00 pm

1. Discussion Regarding the FY2022 Final Budget and 2021 Property Tax Rate for West Point City and All Related Agencies – Mr. Ryan Harvey

General Session – 7:00 pm

1. Youth Council Update
2. Swearing-In of the 2021-2022 West Point City Youth Council – Mayor Craythorne
3. Consideration of Approval of the Amended Plat for the Community Garden Lot – Mrs. Bryn MacDonald
- 4.

Date: **09/21/2021**

Administrative Session – 6:00 pm

General Session – 7:00 pm

Date: **10/05/2021**

Administrative Session – 6:00 pm

General Session – 7:00 pm

1. Youth Council Update
-



WEST POINT CITY 2021 CALENDAR

2021

IMPORTANT DATES

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
					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						

JULY

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

AUGUST

SUN	MON	TUE	WED	THU	FRI	SAT
		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		

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
	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			

SEPTEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
			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		

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
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25	26	27	28	29	30	

OCTOBER

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
	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				

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
Columbus	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			

DECEMBER

SUN	MON	TUE	WED	THU	FRI	SAT
Columbus	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	

JANUARY

1	New Year's Day - CLOSED
5	City Council - 6 PM
11	Senior Lunch - CANCELED
14	Planning Commission - 6 PM
18	MLK Jr. Day - CLOSED
19	City Council - 6 PM
28	Planning Commission - 6 PM
TBD	City Council Planning & Visioning Session

JULY

2-3	PARTY AT THE POINT EVENTS
5	Independence Holiday - CLOSED
6	City Council - 6 PM
8	Planning Commission - 6 PM
12	Senior Lunch - CANCELED
20	City Council - 6 PM
22	Planning Commission - 6 PM
23	Pioneer Day Holiday - CLOSED

FEBRUARY

2	City Council - 6 PM
8	Senior Lunch - CANCELED
11	Planning Commission - 6 PM
15	President's Day - CLOSED
16	City Council - 6 PM
25	Planning Commission - 6 PM

AUGUST

TBD	Summer Party
3	City Council - 6 PM
12	Planning Commission - 6 PM
17	City Council - 6 PM
20	MOVIE IN THE PARK - DUSK
20	Senior Dinner - 5:30 PM
26	Planning Commission - 6 PM

MARCH

2	City Council - 6 PM
11	Planning Commission - 6 PM
15	Senior Lunch - CANCELED
16	City Council - 6 PM
25	Planning Commission - 6 PM

SEPTEMBER

6	Labor Day - CLOSED
7	City Council - 6 PM
9	Planning Commission - 6 PM
13	Senior Lunch - 11:30 AM
17	MOVIE IN THE PARK - DUSK
21	City Council - 6 PM
23	Planning Commission - 6 PM

APRIL

TBD	EASTER EGG HUNT - 10 AM
6	City Council - 6 PM
8	Planning Commission - 6 PM
12	Senior Lunch - CANCELED
20	City Council - 6 PM
22	Planning Commission - 6 PM

OCTOBER

TBD	HALLOWEEN CARNIVAL - 7 PM
4	Senior Lunch - 11:30 AM
5	City Council - 6 PM
7	CEMETERY CLEANING
11	Employee Training - CLOSED
13	Council/Staff Lunch - 11:30 AM
14	Planning Commission - 6 PM
19	City Council - 6 PM
28	Planning Commission - 6 PM

MAY

TBD	TAKE PRIDE IN WEST POINT
4	City Council - 6 PM
6	CEMETERY CLEANING
13	Planning Commission - 6 PM
17	Senior Lunch - CANCELED
18	City Council - 6 PM
27	Planning Commission - 6 PM
31	Memorial Day - CLOSED

NOVEMBER

2	ELECTION DAY
6	FLAGS ON VETERANS' GRAVES
11	Veterans Day - CLOSED
15	Senior Lunch - 11:30 AM
16	City Council - 6 PM
25-26	Thanksgiving - CLOSED
29	CITY HALL LIGHTING - 6 PM

JUNE

TBD	MISS WEST POINT PAGEANT
1	City Council - 6 PM
10	Planning Commission - 6 PM
14	Senior Lunch - CANCELED
15	City Council - 6 PM
24	Planning Commission - 6 PM

DECEMBER

3	Christmas Party - 7 PM
6	CHILD REMEMBRANCE - 7 PM
7	City Council - 6 PM
9	Planning Commission - 6 PM
13	Senior Lunch - 11:30 AM
17	CEMETERY LUMINARY - 4 PM
21	City Council - 6 PM
23	Planning Commission - 6 PM
24-27	Christmas Holiday - CLOSED
31	New Year's Holiday - CLOSED

City Council Staff Report

Subject: Final Plat – Harvest Fields PRUD Phases 7 & 8
Author: Bryn MacDonald
Department: Community Development
Date: July 6, 2021

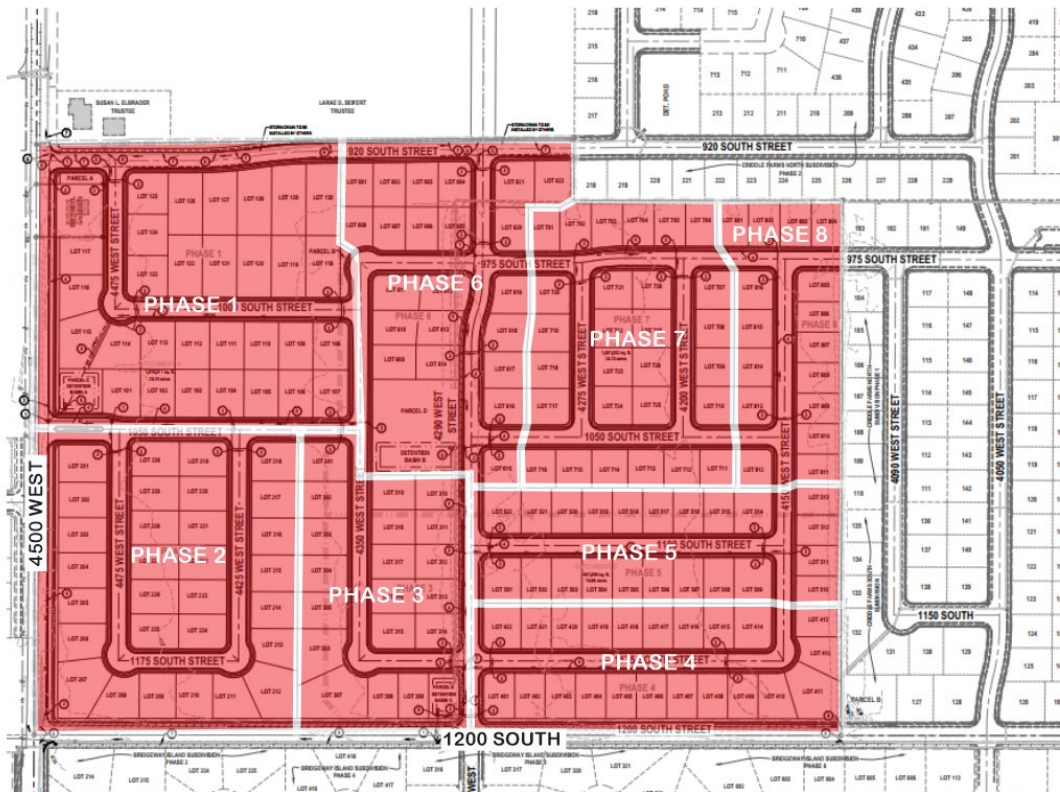


Background

Capital Reef Management LLC is seeking Final Plat approval from the City Council for Phases 7 & 8 of the Harvest Fields PRUD Subdivision. This development is located at approximately 1200 South 4500 West. On May 18, 2021 the City Council approved the request for an exception to start phases 2 & 7 at the same time as phases 3-6. Phase 2 was previously approved in August of 2020, but the construction of Phases 1 & 2 was put on hold while the developer started on the other phases. The applicant has now submitted the plans for phases 7 and 8, however they are only planning on constructing phases 2 and 7 at this time. Phase 8 will not be built until a later date.

Analysis

Staff has reviewed the plans submitted and has provide comments back to the developer and project engineer. All of the items that are required prior to final plat have been address including the required approval letters. Shown below is a map of the phasing plan of the Harvest Fields development.



The table below shows the information for each phase.

Phase	Zone	Min Lot Size	Number of Lots	Lot Size
7	R-2	8,000 sqft	28	8,400 – 9,285 sqft
8	R-2	8,000 sqft	16	8,400 – 9,958 sqft

Recommendation

The Planning Commission recommended final plat approval for Phases 7 & 8 of Harvest Fields PRUD subdivision, with the condition that only phase 7 be built at this time.

Significant Impacts

None

Attachments

Plans, Application, Engineer & Planner Comments & Response Comments



Know what's below.
Call before you dig.

CALL BLUESTAKES
@ 811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION.

BENCHMARK

CENTER QUARTER CORNER OF SECTION 7,
TOWNSHIP 4 NORTH, RANGE 2 WEST
SALT LAKE BASE AND MERIDIAN

ELEV = 4227.23'

HARVEST FIELDS PHASE 7 AND 8

1300 SOUTH 4500 WEST
WEST POINT CITY, UTAH

FOR REVIEW
NOT FOR CONSTRUCTION

DATE PRINTED
June 2, 2021

INDEX OF DRAWINGS

1 OF 2	HARVEST FIELDS PHASE 7 SUBDIVISION PLAT	PP-0	PLAN AND PROFILE KEY MAP
2 OF 2	HARVEST FIELDS PHASE 7 SUBDIVISION PLAT	PP-1	975 SOUTH STREET PLAN AND PROFILE
1 OF 2	HARVEST FIELDS PHASE 8 SUBDIVISION PLAT	PP-2	975 SOUTH STREET PLAN AND PROFILE
2 OF 2	HARVEST FIELDS PHASE 8 SUBDIVISION PLAT	PP-3	1050 SOUTH STREET PLAN AND PROFILE
C-001	GENERAL NOTES	PP-4	4250 WEST STREET PLAN AND PROFILE
C-002	OVERALL DEVELOPMENT SITE PLAN	PP-5	4200 WEST STREET PLAN AND PROFILE
C-100	SITE PLAN	PP-6	4150 WEST STREET PLAN AND PROFILE
C-200	GRADING PLAN	C-500	DETAILS
C-201	DRAINAGE PLAN		
C-300	UTILITY PLAN		
C-400	EROSION CONTROL PLAN		

NOTICE TO CONTRACTOR

ALL CONTRACTORS AND SUBCONTRACTORS PERFORMING WORK SHOWN ON OR RELATED TO THESE PLANS SHALL CONDUCT THEIR OPERATIONS SO THAT ALL EMPLOYEES ARE PROVIDED A SAFE PLACE TO WORK AND THE PUBLIC IS PROTECTED. ALL CONTRACTORS AND SUBCONTRACTORS SHALL COMPLY WITH THE "OCCUPATIONAL SAFETY AND HEALTH REGULATIONS OF THE U.S. DEPARTMENT OF LABOR AND THE STATE OF UTAH DEPARTMENT OF INDUSTRIAL RELATIONS CONSTRUCTION SAFETY ORDERS." THE CIVIL ENGINEER SHALL NOT BE RESPONSIBLE IN ANY WAY FOR THE CONTRACTORS AND SUBCONTRACTORS COMPLIANCE WITH SAID REGULATIONS AND ORDERS.

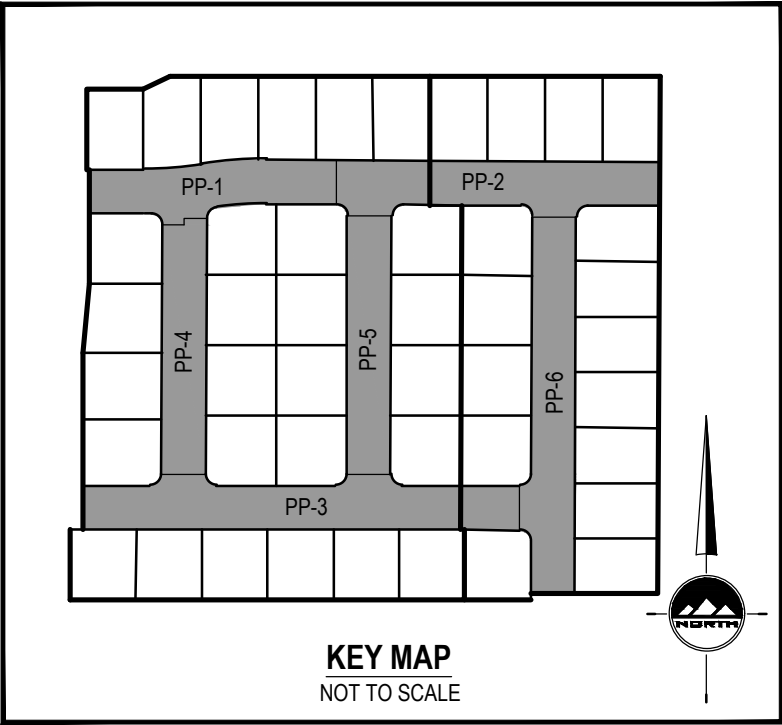
CONTRACTOR FURTHER AGREES TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB-SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER AND THE CIVIL ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR ENGINEER.

NOTICE TO DEVELOPER/ CONTRACTOR

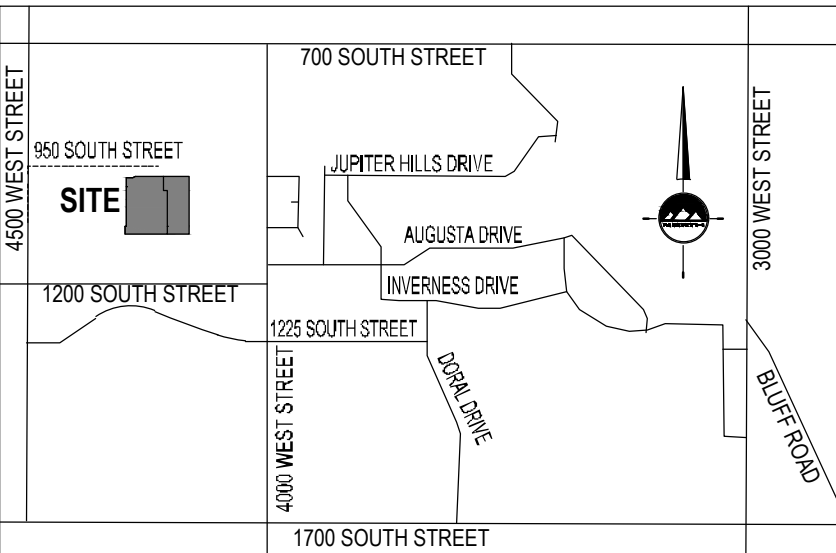
UNAPPROVED DRAWINGS REPRESENT WORK IN PROGRESS, ARE SUBJECT TO CHANGE, AND DO NOT CONSTITUTE A FINISHED ENGINEERING PRODUCT. ANY WORK UNDERTAKEN BY DEVELOPER OR CONTRACTOR BEFORE PLANS ARE APPROVED IS UNDERTAKEN AT THE SOLE RISK OF THE DEVELOPER, INCLUDING BUT NOT LIMITED TO BIDS, ESTIMATION, FINANCING, BONDING, SITE CLEARING, GRADING, INFRASTRUCTURE CONSTRUCTION, ETC.

UTILITY DISCLAIMER

THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND / OR ELEVATIONS OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE LOCAL UTILITY LOCATION CENTER AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATIONS OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.



VICINITY MAP



GENERAL NOTES

- ALL WORK SHALL CONFORM TO WEST POINT CITY STANDARDS AND SPECIFICATIONS, AND WHERE APPLICABLE DAVIS AND WEBER CANAL COMPANY STANDARDS AND SPECIFICATIONS, HOOPER WATER IMPROVEMENT DISTRICT STANDARDS AND SPECIFICATIONS AND HOOPER IRRIGATION COMPANY STANDARDS AND SPECIFICATIONS.
- CALL BLUE STAKES AT LEAST 48 HOURS PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION ACTIVITIES.

APPROVED FOR CONSTRUCTION

BY: _____ DATE: _____
CITY ENGINEER



EN SIGN
THE STANDARD IN ENGINEERING

LAYTON
919 North 400 West
Layton, UT 84041
Phone: 801.547.1100

SALT LAKE CITY
Phone: 801.255.0529

TOOELE
Phone: 435.843.3590

CEDAR CITY
Phone: 435.865.1453

RICHFIELD
Phone: 435.896.2983

WWW.ENSIGNENG.COM

FOR:
CAPITAL REEF DEVELOPMENT LLC
498 NORTH KAYS DRIVE
KAYSVILLE, UT 84037

CONTACT:
BRAD FROST
PHONE: 801-564-3898

HARVEST FIELDS
PHASE 7 AND 8
1200 SOUTH 4500 WEST
WEST POINT, UTAH



NO.	DATE	REVISION	BY
1			
2			
3			
4			
5			
6			
7			
8			

COVER

PROJECT NUMBER
9116

PRINT DATE
6/2/21

DRAWN BY
J.MOSS

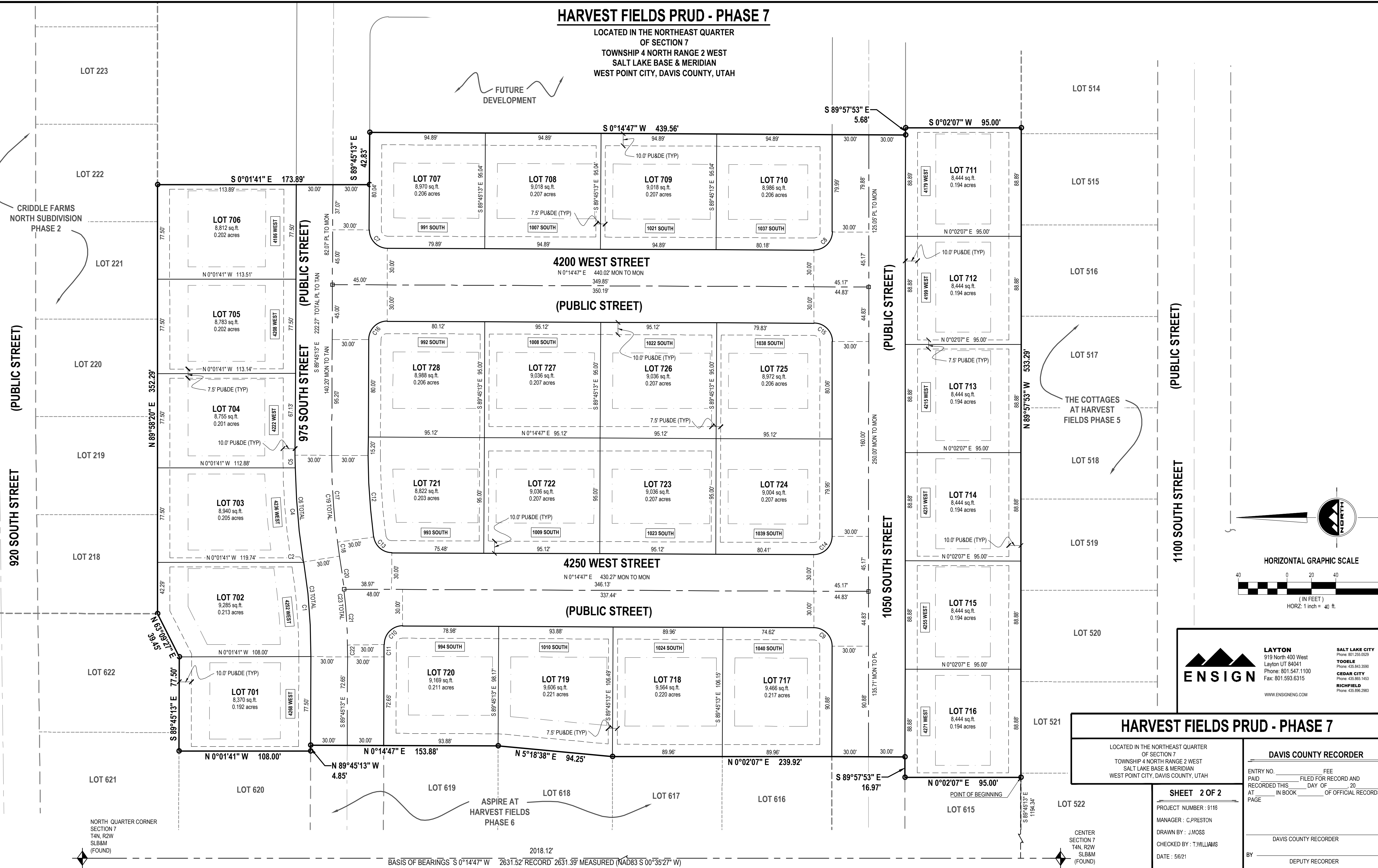
CHECKED BY
C.PRESTON

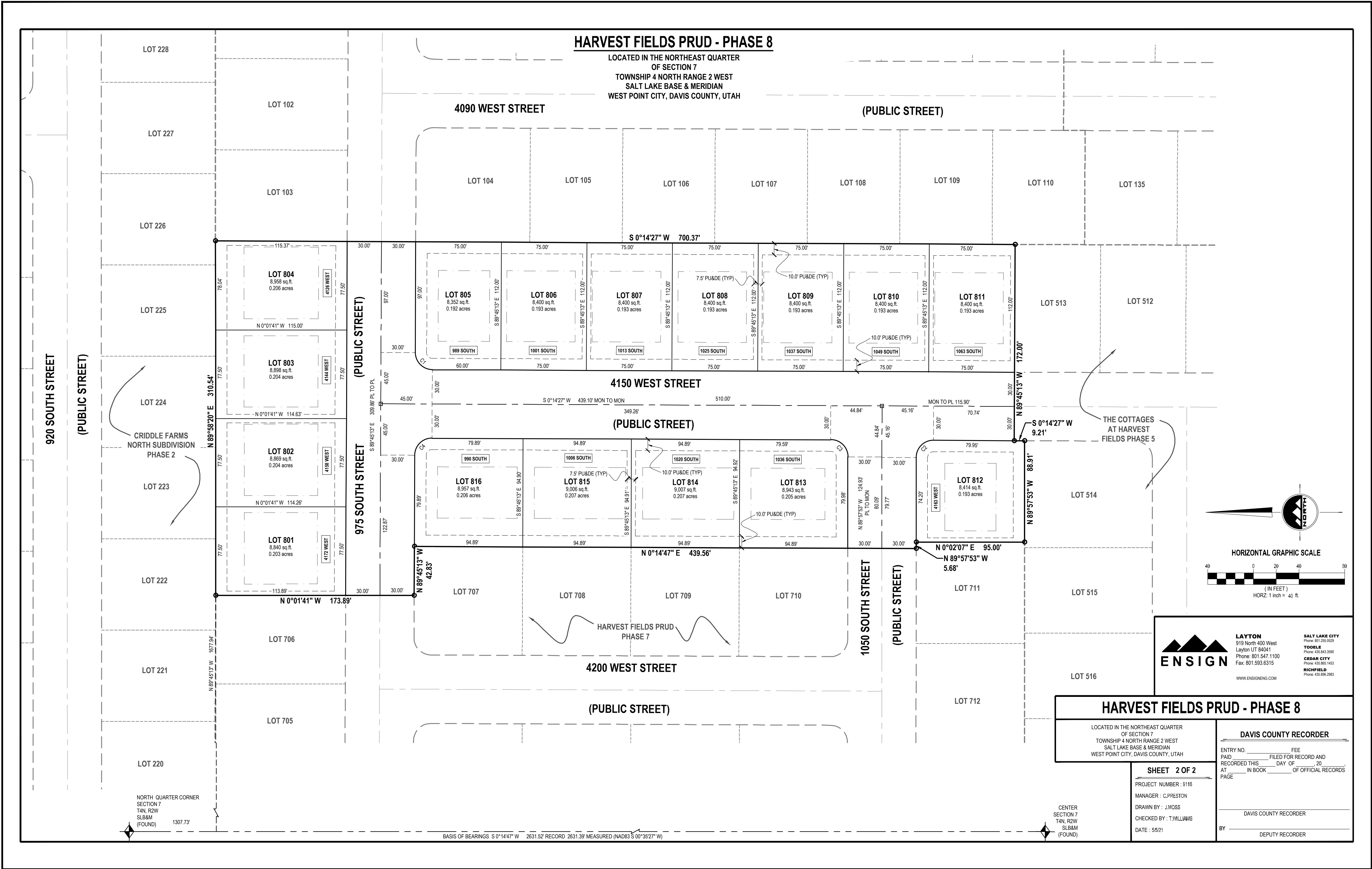
PROJECT MANAGER
C.PRESTON

HARVEST FIELDS PRUD - PHASE 7

LOCATED IN THE NORTHEAST QUARTER
OF SECTION 7
TOWNSHIP 4 NORTH RANGE 2 WEST
SALT LAKE BASE & MERIDIAN
WEST POINT CITY, DAVIS COUNTY, UTAH

FUTURE
DEVELOPMENT





City Council Staff Report

Subject: Annexation- Hatch/Compton Property
Author: Bryn MacDonald
Department: Community Development
Date: July 6, 2021



Background

The City has received an annexation petition known as the Compton Annexation. The petition is for approximately 112.27 acres of property. A portion of the property is located in the unincorporated county, and some of the property (approximately 25 acres) is currently in Clinton City limits. The applicant originally submitted a petition to annex all of this property, but is now amending their petition to annex the property from the county, and do a boundary line adjustment for the property from Clinton City.

The developer has had the opportunity to meet with several City Council members and discuss their proposed development. Staff would now like to discuss next steps in the process and how the Council would like to proceed.

Analysis

There are several issues that will need to be addressed as part of this development. This project involves an annexation, boundary line adjustment, zoning, general plan, PRUD, site plan, and subdivision.

Issue 1- Annexation

The annexation must follow strict timelines as dictated by State Statute. This process is outlined in the attached document “West Point City Annexation Process”. Once we receive a complete annexation petition, including a map prepared by a licensed surveyor, the City Council shall accept the petition for further consideration, or deny the petition. If the petition is accepted, then notices must be mailed and public hearings scheduled. The entire process takes approximately 60-90 days. The annexation takes effect, per State code, *on the date of the lieutenant governor's issuance of a certificate of annexation or boundary adjustment.*

Issue 2- General Plan

The current West Point General Plan includes property outside of the city limits. The plan isn't binding on property outside of the City, but indicates our intent for the property if it ever did annex. The subject property is designated as R-1 (Residential 2.2 unit per acre) on the general plan. The portion of the property currently located in Clinton City limits is not shown on the general plan, since it was already located in another incorporated city.

If the annexation is approved, the general plan will need to be amended to include this property. The applicant is asking to change the general plan from R-1 to allow greater density for their proposed development.

Issue 3- Zoning

Utah State Code section 10-9a-506 states the following:

The legislative body of each municipality shall assign a land use zone or a variety thereof to territory annexed to the municipality at the time the territory is annexed.

The West Point City Zoning Ordinance states:

17.25.060 Designation of district(s) upon annexation.

A. The city may assign a zoning designation to the territory annexed to the municipality at the time the territory is annexed.

B. If the city council does not assign a zone to the territory at the time it is annexed, the territory annexed to the city shall be zoned according to the zone of West Point City with which the territory has the longest common boundary.

At such time as the City Council approves the annexation petition and annexes the property by ordinance, a zoning designation must be assigned to the property. Zoning can be designated in a couple different ways:

1. The developer can submit a zoning application concurrently with their annexation petition. These can proceed at the same time, and the zoning and annexation can be approved concurrently.
2. The City Council can assign a holding zone (such as A-5) at the time of annexation approval. The developer can then submit a zoning application and go through the process.

The applicant will also be requesting a PRUD overlay zone. Again, this could be done concurrently with the annexation or subsequently once the annexation is approved.

Recommendation

This item is on for discussion only. No action is required at this time. Staff would like feedback on how to proceed with the annexation petition and accompanying development applications. While there are likely other options to consider, two paths forward are as follows:

1. Complete the annexation and boundary line process first to bring all property within the City limits and then have a general plan and zoning discussion.
2. Have the general plan and zoning discussion upfront and assign the zoning based on that discussion at the time of annexation and boundary line finalization.

Significant Impacts

The proposed annexation would have an impact on the City, by increasing the size of the City by 112 acres. This City would be required to provide services to this property, but would also receive property tax from the residents.

Attachments

Annexation plat, Annexation Process



West Point City

3200 W 300 N
West Point, UT 84015
801.776.0970

Annexation Petition

(Submit to City Recorder's Office)

Petition Title: Compton Annexation

Property Location: Approx. 1800 N. 4300 W.

Acreage: 112.77

Property Owner Names:
(Within Annexation Area)

Tax ID# of Affected Parcels: Parcel ID#:

See Attached

Attach additional sheet as needed

Main Contact Person: (It is the Main Contact's responsibility to notify/inform other property owners of any notifications or information received regarding this Annexation Petition)

Mike Hatch

801-836-3990

mike@terraformdevelopment.com

Name

Phone(s)

Email

2254 N. 1560 W. Pleasant Grove

UT

84062

Mailing Address

City

State

Zip

Include with this petition:

1. One 24" x 36" accurate and recordable (mylar) map, prepared by a licensed surveyor, specifying the area proposed for annexation. Mylar copy must be stamped by the surveyor and stamped by the County surveyor.
2. Four 11" x 17" paper copies of the map prepared by the licensed surveyor.
3. Electronic copy of prepared map sent to carnold@westpointcity.org
4. A legal property description in word format sent to: carnold@westpointcity.org
5. On the date of filing with the City Recorder, deliver or mail a copy of petition (including paper copy of map) to Davis County Recorder

Signature of Applicant: Virginia A. Compton

Applicant Information (If different than Main Contact):

Feb. 4, 2021

Date Submitted

Virginia A. Compton

Name

801-201-0068

Phone(s)

ginnycompton10@gmail.com

Email

574 W. Sandhill Dr. Lehi, Utah

Mailing Address

City

State

Zip

84043

Please sign this petition and indicate your position on this annexation request:

Signature of Property Owners:

Dennis Bennett dotloop verified
03/11/21 7:08 AM MST
W593-J8CE-CW1F-JGCM

Jacob Kintaro Dean dotloop verified
03/10/21 7:44 PM MST
3A05-YNUE-AYYT-CJEA

Virginia A. Compton

Kevin & Susan Cook dotloop verified
03/19/21 12:38 PM
MDT
JXIU-JMPJ-0YKO-BRXB

Jason Harward dotloop verified
03/24/21 7:11 PM EDT
11BH-4RXE-PV10-GYQP

Linda W. W. W. W.

Ellie Bear

Jill W. W. W.

George Forward

Norman Scott Thompson

Barbara Adams

Robert Wilde

For ☒ **Against** ☐

☒ ☐

☒ ☐

☐ ☒

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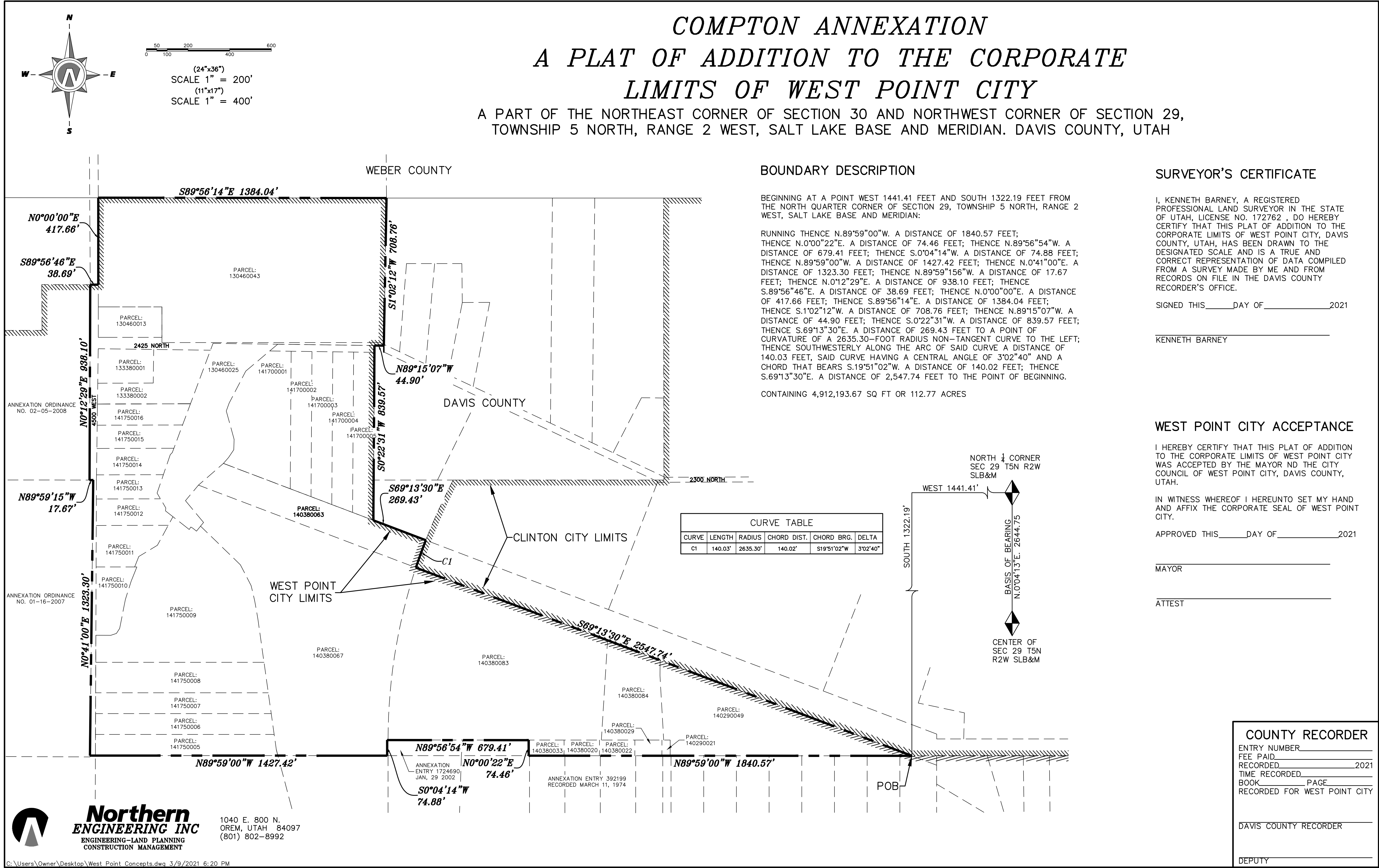
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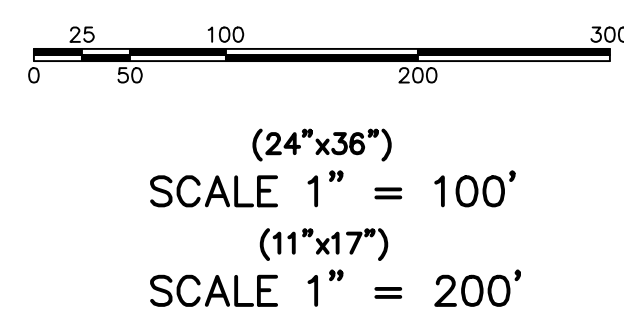
COMPTON ANNEXATION

LEGAL DESCRIPTION WEST POINT CITY, UTAH

BEGINNING AT A POINT WEST 1441.41 FEET AND SOUTH 1322.19 FEET FROM THE NORTH QUARTER CORNER OF SECTION 29, TOWNSHIP 5 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN:

RUNNING THENCE N.89°59'00"W. A DISTANCE OF 1840.57 FEET; THENCE N.0°00'22"E. A DISTANCE OF 74.46 FEET; THENCE N.89°56'54"W. A DISTANCE OF 679.41 FEET; THENCE S.0°04'14"W. A DISTANCE OF 74.88 FEET; THENCE N.89°59'00"W. A DISTANCE OF 1427.42 FEET; THENCE N.0°41'00"E. A DISTANCE OF 1323.30 FEET; THENCE N.89°59'156"W. A DISTANCE OF 17.67 FEET; THENCE N.0°12'29"E. A DISTANCE OF 938.10 FEET; THENCE S.89°56'46"E. A DISTANCE OF 38.69 FEET; THENCE N.0°00'00"E. A DISTANCE OF 417.66 FEET; THENCE S.89°56'14"E. A DISTANCE OF 1384.04 FEET; THENCE S.1°02'12"W. A DISTANCE OF 708.76 FEET; THENCE N.89°15'07"W. A DISTANCE OF 44.90 FEET; THENCE S.0°22'31"W. A DISTANCE OF 839.57 FEET; THENCE S.69°13'30"E. A DISTANCE OF 269.43 FEET TO A POINT OF CURVATURE OF A 2635.30-FOOT RADIUS NON-TANGENT CURVE TO THE LEFT; THENCE SOUTHWESTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 140.03 FEET, SAID CURVE HAVING A CENTRAL ANGLE OF 3°02'40" AND A CHORD THAT BEARS S.19°51'02"W. A DISTANCE OF 140.02 FEET; THENCE S.69°13'30"E. A DISTANCE OF 2,547.74 FEET TO THE POINT OF BEGINNING.

CONTAINING 4,912,193.67 SQ FT OR 112.77 ACRES



A PART OF THE NORTHEAST CORNER OF SECTION 30 AND NORTHWEST CORNER OF
SECTION 29, TOWNSHIP 5 NORTH, RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN.
DAVIS COUNTY, UTAH

CURVE TABLE					
CURVE	LENGTH	RADIUS	CHORD DIST.	CHORD BRG.	DELTA
C1	842.09'	2635.30'	838.51'	N9°10'27"E	18°18'30"

DAVIS
COUNTY

BOUNDARY DESCRIPTION

BEGINNING AT A POINT WEST 1441.41 FEET AND SOUTH 1322.19 FEET
FROM THE NORTH QUARTER CORNER OF SECTION 29, TOWNSHIP 5 NORTH,
RANGE 2 WEST, SALT LAKE BASE AND MERIDIAN:

RUNNING THENCE N.89°59'31"W. A DISTANCE OF 1155.15 FEET; THENCE N.0°00'52"E. A DISTANCE OF 73.25 FEET; THENCE N.89°59'08"W. A DISTANCE OF 1354.99 FEET TO A POINT OF CURVATURE OF A 2635.30 FOOT RADIUS NON-TANGENT CURVE TO THE RIGHT; THENCE NORTHEASTERLY ALONG SAID CURVE A DISTANCE OF 842.09 FEET, SAID CURVE HAVING A CENTRAL ANGLE OF 18°18'30" AND A CHORD THAT BEARS N.91°02'27"E. A DISTANCE OF 838.51 FEET; THENCE S.69°13'30"E. A DISTANCE OF 2541.70 FEET TO THE POINT OF BEGINNING.

CONTAINING 1,055,403.93 SQ FT OR 24.229 ACRES

SURVEYOR'S CERTIFICATE

I, KENNETH BARNEY, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF UTAH, LICENSE NO. 172762, DO HEREBY CERTIFY THAT THIS PLAT OF DISCONNECTION FROM THE CORPORATE LIMITS OF CLINTON CITY, DAVIS COUNTY, UTAH, HAS BEEN DRAWN TO THE DESIGNATED SCALE AND IS A TRUE AND CORRECT REPRESENTATION OF DATA COMPILED FROM A SURVEY MADE BY ME AND FROM RECORDS ON FILE IN THE DAVIS COUNTY RECORDER'S OFFICE.

SIGNED THIS _____ DAY OF _____ 2021

KENNETH BARNEY

CLINTON CITY ACCEPTANCE

I HEREBY CERTIFY THAT THIS PLAT OF DISCONNECTION FROM THE CORPORATE LIMITS OF CLINTON CITY WAS ACCEPTED BY THE MAYOR AND THE CITY COUNCIL OF CLINTON CITY, DAVIS COUNTY, UTAH.

IN WITNESS WHEREOF I HEREUNTO SET MY HAND AND AFFIX THE CORPORATE SEAL
OF CLINTON CITY.

APPROVED THIS _____ DAY OF _____ 2021

MAYOR

ATTEST

DAVIS
COUNTY

PARCEL:
140380083

PARCEL:
140380084

PARCEL:
140290049

CLINTON CITY LIMITS-

DAVIS | COUNTY

WEST POINT CITY LIMITS

WEST 1441.41'

SOUTH 1322.19'

NORTH 1/4 CORNER
SEC 29 T5N R2W
SLB&M

BASIS OF BEARING
N.0°04'13"E. 2644.75

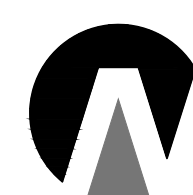
CENTER OF SEC 29
T5N R2W SLB&M

COUNTY RECORDER

ENTRY NUMBER _____
FEE PAID _____
RECORDED _____ 2021
TIME RECORDED _____
BOOK _____ PAGE _____
RECORDED FOR CLINTON CITY _____

DAVIS COUNTY RECORDER

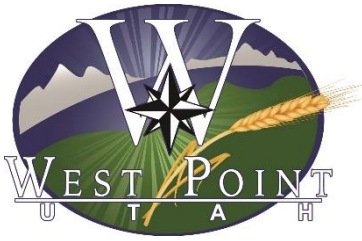
DEPUTY



Northern
ENGINEERING INC
ENGINEERING—LAND PLANNING
CONSTRUCTION MANAGEMENT

1040 E. 800 N.
OREM, UTAH 84097
(801) 802-8992

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WEST POINT CITY ANNEXATION PROCESS

PETITIONER

Pre-Petition Steps

1. Review West Point City Code Chapter 18.25 – Annexation Policy Plan (Attached hereto as Appendix A)
2. Understand that a petition may not propose the annexation of all or part of an area proposed for annexation to a municipality in a previously filed petition that has not been denied, rejected, or granted.
3. Verify that the area considered for annexation is generally located within the City’s annexation area (map attached hereto as Appendix B) and meets the descriptions indicated in West Point City Code Chapter 18.25.
4. Verify that the boundaries of the area proposed for annexation shall, if possible, be drawn:
 - a. along the boundaries of existing local districts and special service districts for sewer, water, and other services, along the boundaries of school districts whose boundaries follow city boundaries or school districts adjacent to school districts whose boundaries follow city boundaries, and along the boundaries of other taxing entities;
 - b. to eliminate islands and peninsulas of territory that is not receiving municipal-type services;
 - c. to facilitate the consolidation of overlapping functions of local government;
 - d. to promote the efficient delivery of services; and to encourage the equitable distribution of community resources and obligations.

Filing Petition

1. Complete Annexation Petition, which must include:
 - a. An accurate map, prepared by a licensed surveyor, of the area proposed for annexation; and
 - b. Designation of up to five signers as sponsors, one of whom shall be designated as the Main Contact. Mailing addresses must be included.
 - c. Signatures of owners:
 - i. Signatures of owners of a majority of private real property located within the area proposed for *annexation (property must be equal to at least one third of the value of all private property located within the area proposed for annexation)*; AND
 - ii. Owners of 100% of the private land area within the area proposed for annexation if the area is within:
 1. An agricultural protection area created under UCA Title 17, Chapter 41; or
 2. Migratory bird production area created under UCA Title 23, Chapter 28 (*property must be equal to at least one third of the value of all private property located within the area proposed for annexation*)
2. File Petition with the West Point City Recorder during regular West Point City Hall business hours
3. Deliver or mail a copy of the Petition to the Davis County Clerk’s Office on the date of filing with the West Point City Recorder

CITY

After Receipt of Petition by City Recorder

1. Annexation Petition to be taken to the City Council at the next regularly scheduled meeting that is at least 14 days after the date Petition was filed with the City Recorder. At that time, the City Council may:
 - a. Accept the Petition for further consideration.
 - i. If the Petition is not acted upon at this meeting, the Petition is considered accepted for further consideration
 - b. Deny the Petition
 - i. If denied, the City Recorder shall, within five days after denial, mail written notice of denial to the Main Contact and County Clerk

If Annexation Petition Accepted for Further Consideration

1. Within 30 days of acceptance, City Recorder shall:
 - a. Obtain any records from the County Assessor, Clerk, Surveyor, and Recorder necessary to determine whether the Petition meets the requirements of UCA 10-2-403(3), (4), and (5); and
 - b. Determine, with any necessary assistance from the City Attorney or City Staff, if the Petition meets those same requirements of UCA 10-2-403(3), (4), and (5)
 - i. If Petition is determined to meet requirements:
 1. City Record shall certify the Petition
 2. Mail or deliver written Notice of Certification to the City Council, the Main Contact, and the Davis County Board of Commissioners
 - ii. If Petition is determined as failing to meet requirements:
 1. City Recorder must reject the Petition
 2. Mail or deliver notice of rejection and the reasons for rejection to the City Council, Main Contact, and the Davis County Board of Commissioners.
 - a. If Petition is rejected, the Petition may be modified and re-filed as a newly filed petition (process starts all over).

If Annexation Petition is Certified by City Recorder

1. The City Council has 30 days from receipt of Notice of Certification to advise the public and consider the Petition (UCA 10-4-206):
 - a. Beginning 10 days after Notice of Certification, notice is to be published at least once a week for three successive weeks (in the Standard Examiner) the area proposed for annexation and the unincorporated area within ½ mile of the proposed annexation area.
 - b. Within 20 days from receipt of Notice of Certification mail notice to each affected entity.
 - c. Notice must include the following:
 - i. State that a petition has been filed with West Point City proposing the annexation of an area to the City;
 - ii. State the date the City Council received Notice of Certification from the City Recorder

- iii. Describe the area proposed for annexation in the annexation petition
 - iv. State that the complete Annexation Petition is available for inspection and copying at the office of the City Recorder;
 - v. State in conspicuous and plain terms that West Point City may grant the Petition and annex the area described in the Petition unless, within the time required under UCA 10-2-407(2)(a)(i)(A), a written protest to the Annexation Petition is filed with the Davis County Boundary Commission and a copy of the protest is delivered to the West Point City Recorder. The actual date of the deadline for filing a written protest must be specified rather than just by reference to statute;
 - vi. State the address of the Davis County Boundary Commission where a protest to the Annexation Petition may be filed; and
 - vii. State, IF the proposed annexation area is not already within their boundaries, that the area proposed for annexation to West Point City will also automatically be annexed to the North Davis Fire District and the Davis County Sheriff's Office, which are the local districts providing, respectively, fire protection, paramedic, emergency services, and law enforcement service. If this is the case, further language must also be included as outlined in UCA 10-2-406(vii) and (vii)
 - viii. Notice may not be included with any information unrelated to Petition
- d. The City Council may request the petitioner to provide additional information as outlined in WPCC 18.25.060.

PROTESTS

Protests to Annexation Petition

1. Protests may be filed by the legislative body or governing board of an affected entity:
 - a. Affected entity is defined as: the county, any local district, special service district, school district whose boundary includes any part of the proposed annexation area if the boundary is proposed to be adjusted as a result of the annexation, and any municipality whose boundaries are with ½ mile of the proposed annexation area
2. Filing a Protest:
 - a. Must be filed within 30 days of City Council's receipt of Notice of Certification
 - b. Must be filed with the Davis County Boundary Commission
 - c. A copy of the protest must be delivered or mailed to the West Point City Recorder on the date protest is filed
 - d. Protests must:
 - i. State each reason and justification for protest, as well as any other information deemed to be pertinent to the protest
 - ii. State the name and address of a contact person to receive notice from the Davis County Boundary Commission
 - iii. Contain other information that the Davis County Boundary Commission by rule requires
3. Receipt of Protest:
 - a. Davis County Clerk shall immediately notify Davis County Legislative Body of any protest and deliver protest to the Davis county Boundary Commission within five days of receipt.

- b. If a protest is filed within the 30 days, the City Council may, at a regular meeting thereafter, deny the Petition.
 - i. If City Council denies, written notice of denial shall be mailed within 5 days after denial to Petition Main Contact, Davis County Boundary Commission, and each entity that filed a protest.
 - ii. If not denied, the City Council cannot take action to approve until after receipt of the Davis County Boundary Commission's notice of a decision on a protest.
 - iii. If the Commission approves the Petition for Annexation, the City Council may:
 1. Deny the Petition
 2. Approve the Petition consistent with the Commission's decision

If No Protests Are Received

1. If no protests are received within the 30 days following the City Recorder's Notice of Certification, then the City Council may approve the annexation, AFTER:
 - a. Noticing a public hearing with in the Standard Examiner and on the Utah Public Notice Website at least 7 days before the hearing
 - b. Holding the public hearing

ANNEXATION APPROVAL

If Approved

1. City Council shall grant the Petition and annex the area by ordinance
2. Within 30 days of adopting the ordinance, the City Council shall file the Lieutenant Governor a copy of approved final local entity plat, and notice of an impending boundary action (UCA 10-2-425(1)(a) and 67-1a-6.5).
3. Upon receipt of Lieutenant Governor's issuance of a Certificate of Annexation, the City Council shall:
 - a. Submit to Davis County Recorder the original:
 - i. Notice of impending boundary action
 - ii. Certificate of Annexation
 - iii. Approved final local entity plat
 - iv. Certified copy of ordinance approving the annexation
 - b. Send notice to each affected entity and any local district whose boundaries have been modified, pursuant to UCA to UCA 17B-1-416 and/or 17B-1-502(2). Notice must contain effective date:
 - i. Date of the Lieutenant Governor's Issuance of a Certificate of Annexation
 - c. File with the Department of Health (UCA 26-8a-414):
 - i. Certified copy of ordinance approve annexation
 - ii. Copy of the approved local entity plat



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

**WEST POINT CITY COUNCIL
MEETING MINUTES
WEST POINT CITY HALL
May 18th, 2021**

Mayor
Erik Craythorne
City Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Annette Judd
City Manager
Kyle Laws

Administrative Session

7:00 PM

Minutes for the West Point City Council Administrative Session held at West Point City Hall on May 18, 2021 with Mayor Craythorne presiding. This meeting was also available via electronic Zoom Meeting and was accessible to attendees by entering Meeting ID #816 7910 1905 at <https://zoom.us/join> or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Erik Craythorne, Council Member Annette Judd, Council Member Andy Dawson, and Council Member Jerry Chatterton

EXCUSED: Council Member Gary Petersen and Council Member Kent Henderson

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Paul Rochell, Public Works Director; and Casey Arnold, City Recorder

EXCUSED: None

VISITORS PRESENT: Brian Vincent, Lee Wells, Keith Larson, Mariah Robins, and Doyle Olsen. No sign-in required for those attending the meeting electronically.

NOTE: Due to scheduling conflicts, the agenda items scheduled for the Administrative Session were discussed during the General Session that began at approximately 7:00 PM. The order of items discussed is noted with the minutes of each discussion.

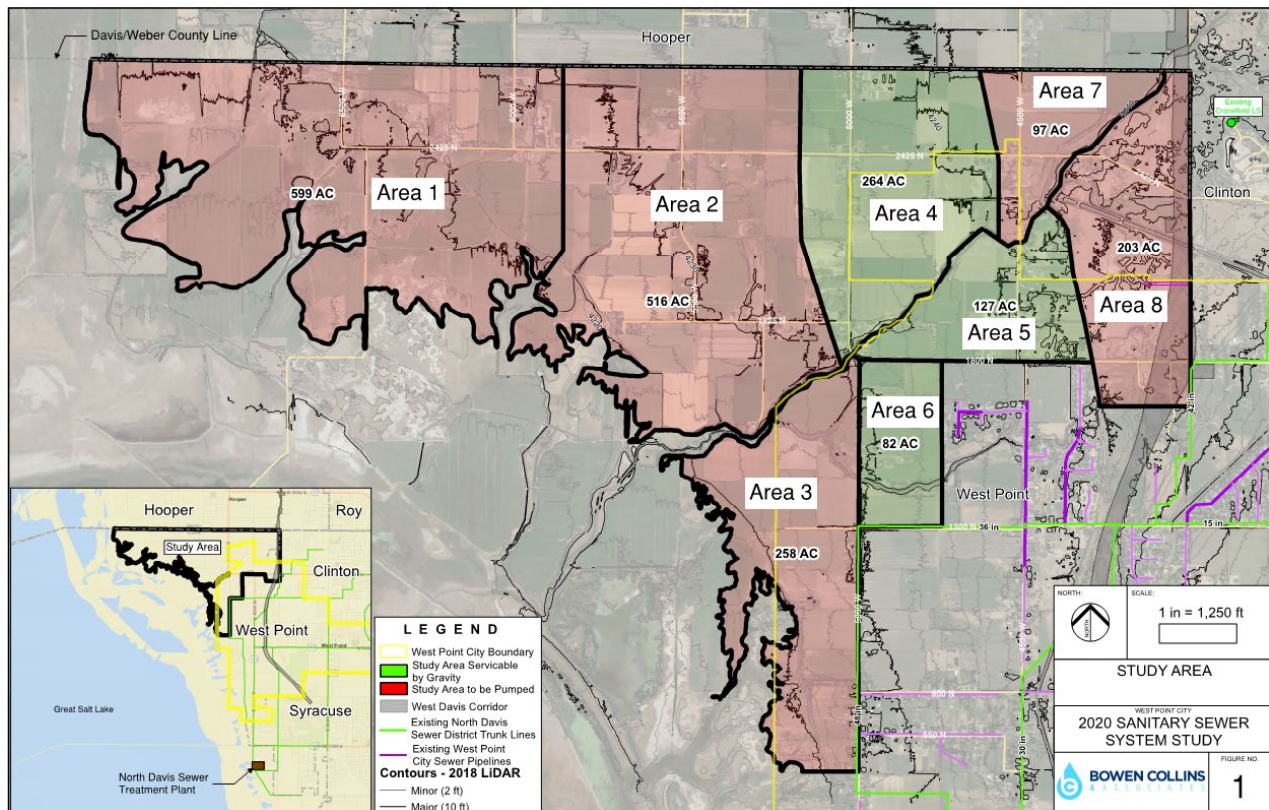
1. **Discussion Regarding the FY2021 Amended Budget and FY2022 Tentative Budget for West Point City and All Related Agencies – Mr. Ryan Harvey**

****Discussion held as part of Item 9 of the General Session.***

2. **Discussion Regarding the Sewer Feasibility Study for the Annexation Area – Mr. Boyd Davis**
****Discussed before Item 9 of the General Session***

Mr. Davis introduced Keith Larson and Tyler Seamons from Bowen Collins & Associates, who are the consultants that have been working on the City's Sewer Feasibility Study for the large annexation area of the northwest part of West Point. Mr. Davis stated that it has been a pleasure to work with them and they have gone into great detail in doing the study, and are prepared to present their findings and recommendations to the Council. Staff had presented the preliminary findings to the Council in January of this year, explaining that there were five sewer system options under consideration for this area, including a traditional system, lift stations, a vacuum sewer system, etc. Those options were quickly narrowed down to two, which are a traditional lift station and what is known as a "step-system" that is similar in some ways to a septic system. These two alternatives have been studied in depth and will be the main focus of the information presented by the consultants.

The study area consists of 2,112 acres:



The key assumptions/goals of the study are as follows:

- **Gross Population Density – 2.2 ERUs per acre (about 1/3 ac lots)**
- Preferred Service Method – Gravity sewer, if possible, will be the preferred sewer service method
- Average Design Flows – 255 gpd/ERU
- Minimum Slopes – State minimum slope standards assumed on most gravity pipelines
- Gravity Sewer Level of Service – Slab on grade or built up with walk out (no full basements)
- Ownership – City to own and operate all major system components

Mr. Laws noted that the population density is an estimate, and any developments that have more density than what would be with 1/3 acre lots could possibly change all of the calculations and recommendations, which is important for the Council to keep in mind as they consider acceptance of the study.

Mr. Seamons explained that the analysis of the two alternatives (Alternative 1 – Traditional System and Alternative 2 – Septic Tank Effluent Pumping (STEP) System) included analyzing capital costs, operation and maintenance cost, life-cycle costs, and other non-cost factor.

CAPITAL COSTS

In regards to capital costs, the infrastructure is divided into two separate levels:

- **System Level Infrastructure**
This represents the main infrastructure required throughout the study area (e.g., lift stations, gravity trunk lines above 12-inch, and force mains above 4-inch) and can be considered the **backbone of the sewer system**. These projects are typically funded through **City bonding and repaid through impact fees**.
- **Project Level Infrastructure**
This represents all **other sewer service connections and collection lines** that are not considered system level infrastructure. These projects are typically **paid for directly by the developer or individual homeowner**. For the Traditional alternative this would include 8"-10" sewer mains and their manholes and the service laterals of each residence. For the STEP alternative this would include the septic tank and effluent pump at each residence and local pumped collector sewer lines less than 4" diameter

Traditional System

4 Regional Lift Stations
 Lift Station Connections: 3,610 ERUs
 Gravity Only Connections: 1,040 ERUs
 Total Capacity: 3.5 MGD
 System Level Force Main: 17,100 LF of 6 to 8-inch
 System Level Gravity Pipe: 21,600 LF of 10 to 30-inch
 Project Level Gravity Pipe: 308,000 LF of 8 to 10-inch

Preliminary Opinion of Probable Construction Cost 					
Project: West Point City Sanitary Sewer System Study 2020				Date:	April 2021
Desc.: Traditional Lift Stations - Upfront Capital				Prepared by:	TS
No.	Item	Quantity	Units	Unit Cost	Cost
1	30-inch PVC Sewer Pipeline	2,700	LF	\$ 395	\$ 1,066,500
2	24-inch PVC Sewer Pipeline	3,400	LF	\$ 340	\$ 1,156,000
3	18-inch PVC Sewer Pipeline (deeper excavation)	1,500	LF	\$ 330	\$ 495,000
4	15-inch PVC Sewer Pipeline (deeper excavation)	5,300	LF	\$ 308	\$ 1,632,400
5	12-inch PVC Sewer Pipeline	2,600	LF	\$ 205	\$ 533,000
6	12-inch PVC Sewer Pipeline(deeper excavation)	4,000	LF	\$ 285	\$ 1,140,000
7	10-inch PVC Sewer Pipeline	2,100	LF	\$ 183	\$ 384,300
8	Asphalt Replacement for Gravity Sewer Pipelines only	25,333	SY	\$ 49	\$ 1,241,333
9	Sewer Manholes (assumed standard 5-foot diameter)	65	EA	\$ 8,000	\$ 518,400
10	Loop/Relocate 36" and 15" Drain Pipes (5000 W)	2	LS	\$ 15,000	\$ 30,000
11	24-inch Pipe Bridge (80' bridge)	1	LS	\$ 250,000	\$ 250,000
12	Area 1 Lift Station (1.2 MGD)	1.15	MGD	\$ 1,650,000	\$ 1,897,500
13	Area 2 Lift Station (1.0 MGD)	1.05	MGD	\$ 1,650,000	\$ 1,732,500
14	Area 3 Lift Station (0.6 MGD)	0.60	MGD	\$ 1,650,000	\$ 990,000
15	Area 7&8 Lift Station (0.7 MGD)	0.70	MGD	\$ 1,650,000	\$ 1,155,000
16	8-inch Force Main - Area 1 (DR11 HDPE) w/ Asphalt	8,300	LF	\$ 131	\$ 1,087,300
17	8-inch Force Main - Area 2 (DR11 HDPE) w/ Asphalt	3,800	LF	\$ 131	\$ 497,800
18	6-inch Force Main - Area 3 (DR11 HDPE) w/ Asphalt	1,400	LF	\$ 120	\$ 168,000
19	6-inch Force Main - Area 7&8 (DR11 HDPE) w/ Asphalt	3,600	LF	\$ 120	\$ 432,000
20	Steel Casing (Area 7&8)	420	LF	\$ 590	\$ 247,800
21	Surface Street Sewer Lines (8 and 10-inch PVC) 2,112 ac	308,238	LF	\$ 130	\$ 40,070,999
22	Gravity Sewer Service Connections	4,646	ERU	\$ 2,000	\$ 9,292,800
23	Sewer Manholes (assumed standard 4-foot diameter)	925	EA	\$ 6,000	\$ 5,548,292
				Subtotal	\$71,566,924
				Miscellaneous Unlisted	20%
					\$14,313,400
				Engineering and Administration	15%
					\$10,735,100
				Total System and Project Cost (rounded to nearest \$1,000)	\$96,616,000
This opinion of probable construction is based on experience with past projects of similar construction. It is understood that Bowen Collins & Associates has no control over economical factors or unknown conditions that may have a significant impact on actual project costs. Bowen Collins & Associates does not guarantee its cost estimates and accepts no liability for problems created by the difference in actual costs and this opinion of probable construction cost.					

STEP System

STEP Connections: 3,610 ERUs (septic tanks and effluent pumps)
 Gravity Only Connections: 1,040 ERUs
 System Level Force Main: 21,050 LF of 4 to 10-inch
 System Level Gravity Pipe: 10,800 LF of 10 to 30-inch
 Project Level Gravity Pipe: 69,000 LF of 8 to 10-inch
 Project Level Force Main: 239,000 LF of 2 to 3-inch

BOWEN COLLINS
& ASSOCIATES

Date: April 2021
Prepared by: TS

This opinion of probable construction is based on experience with past projects of similar construction. It is understood that Bowen Collins & Associates has no control over economical factors or unknown conditions that may have a significant impact on actual project costs. Bowen Collins & Associates does not guarantee its cost estimates and accepts no liability for problems created by the difference in actual costs and this opinion of probable construction cost.

Capital Cost Summary

Page 4 of 15
July 6, 2021

- STEP System (manhours) – Operate and maintain Septic Tanks and Effluent pumps. Includes - service calls, minor pump/tank repair, tank inspections, filter cleaning, and valve and float repair/replacement
- Pump Septic Tanks (costs) – Contracted work assumed to be required on average once every 10-years.
- Effluent Pump Liquid End Replacement (cost) – Pump rebuild assumed every 15-years
- Effluent Pump Motor Replacement (cost) – Motor replacement assumed every 20-years.
- Other Service Call Materials (cost) – Includes mechanical floats, electrical contractors and valving (check valve, air valves and isolation valves)
- Gravity sewer pipeline (manhours and other costs) – Same assumptions as Traditional System
- Electrical Usage (cost) - Based on assumed average daily flows and effluent pump power consumption

- Operating & Maintenance Cost Summary
 - Traditional O&M \$320K
 - STEP O&M \$870k
 - Traditional is approximately **1/3** of the STEP system
 - Traditional Full Time Manhours = 1
 - STEP Full Time Manhours = 4.5

Traditional System Operations and Maintenance Cost Summary

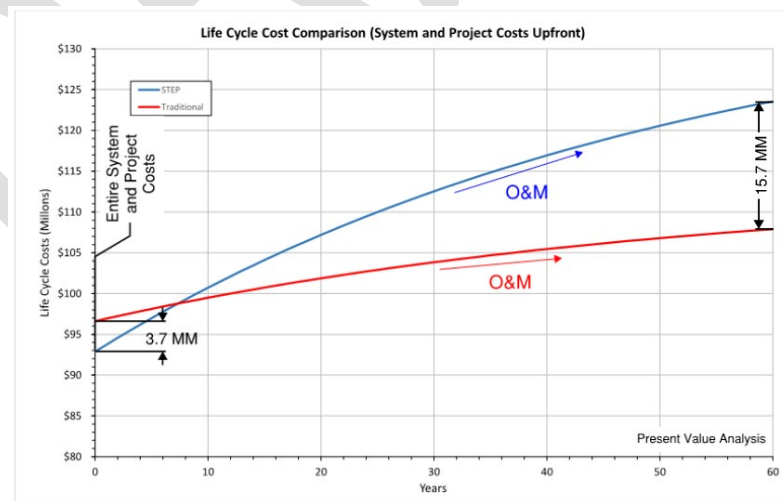
Item #	Maintenance Category	Quantity/year	Unit Cost	Annual Cost
1	Gravity Sewer Manhours ¹	464 hr	\$ 50.00	\$ 23,220
2	Clean and Inspect Gravity Sewer Pipelines (sub-consultant) ¹	4,647 ERU	\$ 6.25	\$ 29,026
3	Lift Station Manhours ¹	1,803 hr	\$ 50.00	\$ 90,150
4	Clean Sump, Pump, and Generator Maintenance ¹	3,606 ERU	\$ 28.50	\$ 102,771
5	Pump Replacement	1.2 Pump	\$30,000	\$ 36,000
6	Grinder Replacement	0.4 Grinder	\$30,000	\$ 12,000
7	Electrical Costs	3606 ERU	\$7.50	\$ 27,045
Total Estimated Annual O&M				\$320,212

STEP System Operations and Maintenance Cost Summary

Item #	Maintenance Category	Quantity/year	Unit Cost	Annual Cost
1	STEP System Manhours ¹	9,286 hr	\$ 50.00	\$ 464,300
2	Pump Septic Tanks ¹	361 Tanks	\$ 415.00	\$ 149,815
3	Liquid End Replacement ¹	240 EA	\$ 400.00	\$ 96,000
4	Motor Replacement	180 Motor	\$ 500.00	\$ 90,000
5	Other Service Call Expenses ¹	587 Other	\$ 100.00	\$ 58,700
6	Clean and Inspect Gravity Sewer Pipelines (sub-consultant) ²	1041 ERU	\$ 6.25	\$ 6,502
7	Gravity Sewer Manhours ²	104 hr	\$ 50.00	\$ 5,202
8	Electrical Costs	3606 ERU	\$ 9.90	\$ 35,713
Total Estimated Annual O&M				\$ 870,519

UP-FRONT LIFE CYCLE ANALYSIS

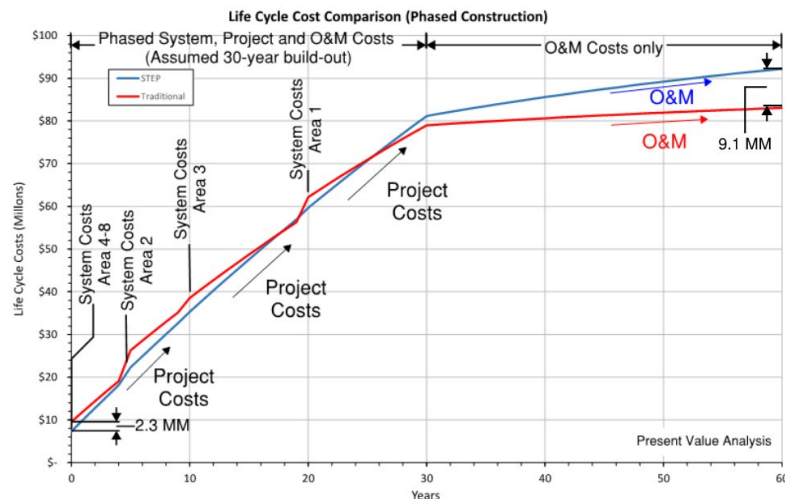
- Upfront Capital
- System and Project Cost occur at year-0
- 60-year Life Cycle
- Break-even occurs at year 8



PHASED LIFE CYCLE ANALYSIS

- Phased Capital
- System & project Costs occur over an assumed 30-year buildout

- Phased O&M Costs
- 60-year Life Cycle



NON-COST FACTORS COMPARISON (1=WORST, 5= BEST)

- **Backup Power** - How does the system perform during an extended power outage?
 - o Traditional (3) – Each regional lift station is equipped with a **backup generator** that is capable of providing power to the lift station for an extended period of time.
 - o STEP (1) – **No backup power**. Does have approximately 1-day of storage in septic tank. Possible mitigations: water use reduction, vac truck operation, or optional portable generator solution.
- **Restrictions** – Are there any restrictions associated with the use of either sewer system? (15 weight)
 - o Traditional (4) – **General public is familiar** as to what can and should not be flushed down the toilet. There would be no changes to this general standard.
 - o STEP (1) – In addition to the typical restrictions associated with the Traditional system there are two other main items that are **not recommended** with this system: 1) **No soft water backwash** into septic tank and 2) **No garbage disposal**. These items will increase O&M requirements on the system if used.
- **Phasing** – How easily can this system accommodate development?
 - o Traditional (1) – Requires regional lift stations to be constructed at the beginning of any development. The lift station pumps and potentially force mains would need to be installed in phases to accommodate future flows.
 - o STEP (5) - Minimal system costs (smaller force mains) allow this alternative to expand rapidly to service areas potentially much sooner than a Traditional system.
- **City Familiarity** – How familiar is the City and maintenance staff with this technology?
 - o Traditional (5) – The City currently owns and operates a Traditional system with a lift station. This would be an expansion of their current system. **Staff is very familiar with this system**.
 - o STEP (1) – This system is a **new technology to the City and maintenance staff**. There are no large-scale STEP systems within the state of Utah. This system would require significantly more O&M effort from the City requiring training and education at the implementation of this system.
- **Constructability** – How easily is this system to construct?
 - o Traditional (2) – Requires regional lift stations, manholes, and gravity pipelines that can become **deep and difficult** to install in high ground water situations. Also, gravity collection and trunk lines must maintain slopes making it difficult sometimes to avoid other utility crossings or obstructions.
 - o STEP (5) - Main advantage is the ability to **use smaller, shallow buried force mains** instead of larger/deeper gravity lines to collect and convey the effluent. The STEP system allows the gravity collection lines to be buried at a minimum depth of approximately 4-feet and can more easily avoid other utility crossings or obstructions.

Non-Cost Factors Comparison										
	Backup Power	Restrictions	Phasing Capability	City Familiarity	Constructability	Standard of Conveyance	Residents Familiarity	System Reliability	System Performance	Weighted Average
STEP	1	1	5	1	5	1	1	4	4	2.5
Traditional	3	4	1	5	2	5	4	5	4	3.3
Weight (out of 100)	20	15	15	15	15	5	5	5	5	

► Traditional is the preferred Alternative in the Non-Cost Factors

CONCLUSIONS

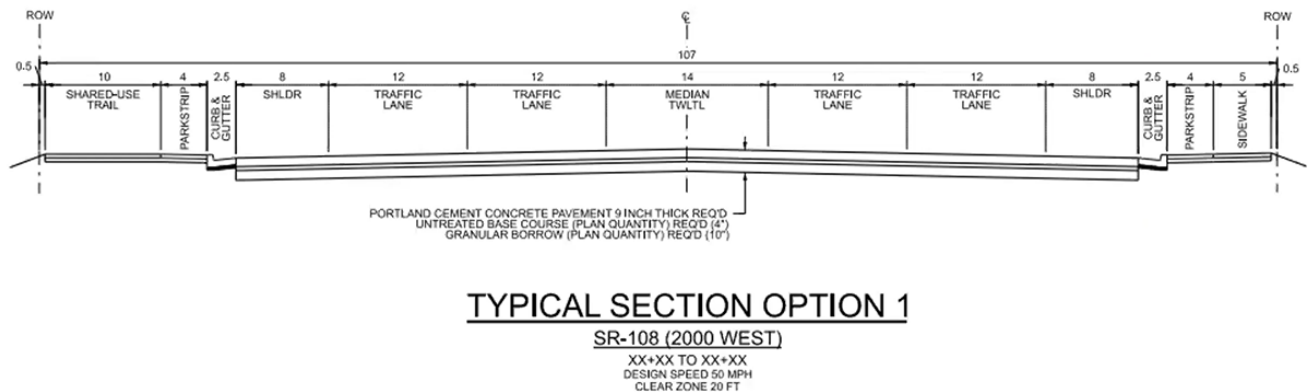
Conclusions			
	Traditional	STEP	
► Capital Costs		☒	- STEP system is \$3.7MM less - STEP has low system level costs
► Operation and Maintenance Costs	☒		- Traditional requires 1/3 the O&M - Traditional = 1 full time employee - STEP = 4.5 full time employees
► Life Cycle Costs	☒		- Traditional has lowest life cycle costs - Low O&M help offset higher capital
► Non-Cost Factors	☒		- Traditional is the preferred in the Non-Cost Factor analysis - Main advantages are back-up power and less restrictions

Mayor Craythorne thanked Mr. Larson and Mr. Seamons for the work that they have put into the study and the Council discussed the information presented. In regards to funding, Mr. Laws stated that, as explained, there is about a \$10million cost to get the infrastructure in place and accessible to properties in order to avoid septic tanks; one of the possible funding mechanisms for this is the money that is coming to the City, County, and State as part of the American Rescue Plan. That money can be used for infrastructure costs for sewer, water, broadband, etc., and the hope is that the City can combine funding with Davis County, and even the State, to create enough upfront capital costs funds to avoid having to bond for the infrastructure. Mayor Craythorne stated that this money would eventually come back to the City over time, unrestricted, through impact fees, special service district fees, etc. If there enough funds for the upfront costs of a trunk line as far north in the area as possible, some of the other infrastructure can be built when needed. The Mayor added that there is also another possible funding mechanism through the State that may be an option to make up the difference, and that is a low-interest loan through the State Infrastructure Bank that is administrated by UDOT. This type of project would likely qualify for this program and help to avoid having to bond for the costs. The Mayor inquired as to whether the Council was comfortable with submitting an application for this loan at this time; this wouldn't commit the City to taking out a loan or moving forward with one of the alternatives presented, but would at least get the process started.

In regards to the next steps, the Council will need to formally accept an alternative through a resolution. Staff was instructed to place the item on the agenda for more discussion and consideration of approval at the next meeting on June 1st.

3. Discussion Regarding a Request to Simultaneously Develop phases 2 & of the Harvest Fields Subdivision – Mrs. Bryn MacDonald
*Discussion held prior to taking action in Item 12 of the General Session
4. Discussion Regarding Park Strip Improvements on the Sr-108 Road Project – Mr. Boyd Davis
*Discussed after Item 12 of the General Session

Mr. Davis stated that although the construction of the 2000 W Widening Project has been delayed by one year, beginning in 2023 instead of 2022, UDOT is continuing to work on the design of the project and is seeking input from the City on the landscaping of the new park strips that will be installed. Mr. Davis presented the layout of the new road as proposed by UDOT (from an overhead view, east to west):



As shown, UDOT is proposing park strips on both the east and west sides of the road. The existing roadway consists of a sidewalk on the east side and no park strip, and no sidewalk or park strip on the west side. In the previous phase of the project, stamped concrete in a red/tan color was used in front of most of the houses, with a landscaped park strip along the Smith's development area. In front of the vacant properties that were left after this phase was complete, nothing was installed in the park strips and they have now become overgrown with weeds

Mr. Davis explained that Staff does not have a recommendation on the design of the park strips and would like to gather input from the Council, noting that Staff does have a meeting with UDOT on June 22nd to discuss the park strips in more detail. UDOT will only pay for minimal landscaping (grass, but not the sprinkler system) or stamped concrete, and depending on the Council's discussion, a budget may also need to be determined to pay for any additional costs like sprinklers, street lights, trees, etc.

Council Member Dawson stated that although he likes the look of stamped concrete, as a pedestrian, a concrete park strip can feel like a continuation of the road rather than the feeling of there being an actual buffer when a park strip is landscaped. Even so, he would still be in favor of stamped concrete park strips, especially considering the current drought situation. Mr. Laws added that in even non-drought years, concrete park strips have been advocated by water agencies as a great option in contributing to water conservation efforts. Additionally, once the park strips are installed, City Code requires that the homeowner maintain the park strips along their property, which leaves the possibility that even if they were to be a landscaped, a homeowner could replace the section in front of their house with concrete/gravel/etc. Mr. Davis also noted that several of the homes along this corridor will be removed to accommodate the wider road, mostly along the east side, and the properties will be left vacant after the project is complete and may not have adequate maintenance. The City's General Plan shows the future use of these properties to be either commercial or professional office but is not clear when development would occur in this area.

Council Member Chatterton stated that he is also in favor of stamped concrete in the park strips.

The Council will continue the discussion in future meetings.

5. Discussion Regarding the Polling Location and Vote Centers for the 2021 Municipal Election – Ms. Casey Arnold
** Discussion held prior to taking action in Item 10 of the General Session*

6. Update Regarding the 4th of July Party at the Point Celebration – Mr. Kyle Laws
**Update provided in the General Session as part of Item 5 – Communications from Staff*

7. Other Items
 No other items were discussed.

The Administrative Session adjourned.



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL MEETING MINUTES West Point City Hall **May 18th, 2021**

Mayor
Erik Craythorne
City Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Annette Judd
City Manager
Kyle Laws

General Session **7:00 PM**

Minutes for the West Point City Council General Session held at West Point City Hall on May 18, 2021 at 7:00 PM with Mayor Craythorne presiding. This meeting was also available via electronic Zoom Meeting and was accessible to attendees by entering Meeting ID #816 7910 1905 at <https://zoom.us/join> or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Erik Craythorne, Council Member Annette Judd, Council Member Andy Dawson, and Council Member Kent Henderson, and Council Member Jerry Chatterton

EXCUSED: Council Member Gary Petersen

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Paul Rochell, Public Workers Director; and Casey Arnold, City Recorder

EXCUSED: None

VISITORS PRESENT: Brian Vincent, Lee Wells, Keith Larson, Mariah Robins, and Doyle Olsen. No sign-in required for those attending the meeting electronically.

1. **Call to Order** – Mayor Craythorne welcomed those attending the meeting.
2. **Pledge of Allegiance**
3. **Prayer** – Given by Mayor Craythorne
4. **Communications and Disclosures from City Council and Mayor**

Council Member Chatterton – no comment

Council Member Dawson – no comment

Council Member Judd – no comment

Mayor Craythorne – no comment

5. **Communications from Staff**

Mr. Laws stated that the annual Take Pride in West Point Day has been scheduled for Saturday, June 5th. This year's project will be planting trees along the trail between 2000 W and 3000 W; the irrigation system is now in place and these trees will replace those that have died since being originally planted. The project will start at 8 AM and volunteers are encouraged to bring wheelbarrows, shovels, and gloves.

The City has also been working on a new website with CivicPlus, and the new website will launch this coming Friday.

In regards to the Party at The Point Celebration scheduled for July 3rd, the Committee intends to put on as many events as possible to make the Celebration as close to the pre-pandemic "normal" as possible; the main difference is that there will be no community dinner or breakfast offered. There are also some new stage games this year that provide for more social distancing, and the bingo set-up will also be more spread out.

6. **Citizen Comment**

Doyle Olsen – 2920 W 300 N: Mr. Olsen stated that the reason for his comment is that for many, many years now, he has managed the watering and maintenance in the mow strip between 3000 W and east up to the church on 300 N. This has required that he get down onto his knees, and he is getting to the age now where “once he is there, he can’t get back up anymore.” He would like for the City to assume responsibility for managing and care of the strip of ground from his house to the two properties to the east to the church house.

Mariah Robins – 78 N 2950 W: Mrs. Robins stated that she has been eagerly awaiting for the parking of dump trucks and other large vehicles in the property north of she and her husband’s business (West Point Dental) to be addressed by the City. She stated that the trucks are constantly there, idling, and being worked on as if it were a mechanics shop, and she hopes that the property is not “grandfathered” in and not affected by the new parking restrictions [being considered by the Council in tonight’s meeting]. She thanked the Council for finally addressing the issue.

7. Consideration of Approval of the Minutes from the March 16th, 2021 West Point City Council Meeting

Council Member Dawson motioned to approve the minutes
Council Member Henderson seconded the motion
The Council unanimously agreed.

8. Consideration of Approval of the Minutes from the April 6th, 2021 West Point City Council Meeting

Council Member Chatterton motioned to approve the minutes
Council Member Judd seconded the motion
The Council unanimously agreed.

9. Consideration of Approval of Resolution No. 05-18-2021A, Approving the FY2021 Amended Budget

****Discussed after Item 2 and in conjunction with Item 1 of the Administrative Session***

Mr. Harvey stated that the Capital Projects Matrix is included with the Staff Report for this item, and is an outline of a 5-year plan for recommended construction and improvement projects in the City. In addition to showing what is budgeted for current projects, the document also highlights future needs/projects that may or may not have yet been funded. In regards to the FY2021, the following are those projects with funding changes:

- *046 – 300 North Widening with Clearfield City (1500 W to 2000 W) – \$191,301*
The original budget did not cover all of the work that the City did on the road, so this amount needs to be added to the budget
- *059 – Vehicle Replacement – \$23,000*
This amount is for the Bucket Truck that was not originally budgeted for FY2021
- *068 – City Hall Maintenance and Repair - \$20,434*
The roof repair at City Hall went over the budgeted amount, so this is the amount to make the fund whole, and then next year there is \$50,000 budgeted for continued maintenance.
- ***Total FY2021 Capital Projects Budget Amendments - \$234,735***

In regards to FY2022, the Capital Projects Matrix includes a column for “FY2021 Carryforward”, which represents the amounts that were budgeted but not expended during FY2021; unless the project has been canceled and the funds reallocated, then the amount will be included in the next fiscal year’s budget, allowing for the project to be completed even though the fiscal year has ended.

The following projects are proposed to be funded in FY2022:

- *012 – Street Maintenance –\$250,000* – Staff increased this from \$200,000 to \$250,000 going forward because of an increase in Class C money coming into the City and the greater demand to maintain the City’s roads.
- *013 – Sidewalk Maintenance –\$20,000* – Staff increased this from \$10,000 to \$20,000 going forward because of an increase in Class C money coming into the City and the greater demand to maintain the City’s sidewalks.
- *014 – Street Vehicle Maintenance - \$10,000* – This is the normal, yearly amount.
- *015 – Salt and Street Materials – \$20,000* – This is the normal, yearly amount.
- *016 – Street Vehicle Equipment - \$1,856* – This is the amount needed to keep the amount funded for this project at \$10,000.
- *019 – SCADE System Upgrades - \$1,596* - This is the amount needed to keep the amount funded for this project at \$30,000
- *032 – 2000 West Water Line and Sewer Line (800 N to 470 N) - \$351,415* - An additional \$300,000 was added for the Water Line, and \$51,415 for the Sewer Line.
- *043 – Cemetery Perpetual Care – \$11,650* – This is the amount that the City has received so far this year. This amount will be updated on July 1 and included in the final budget.
- *059 – Vehicle Replacement – \$55,000* – This is the amount needed to replace the 2016 Chevrolet 3500 Crew Cab.
- *060 – Equipment Replacement - \$33,826* – The City needs a new scoreboard at Loy Blake Park. Staff estimates the cost at around \$10,000. The remaining amount is to keep the amount funded for this project at \$25,000. Staff plans to fund as much of the scoreboard as possible through sponsorships.
- *068 – City Hall Maintenance and Repair - \$50,000* – This is the amount needed to keep the amount funded for this project at \$50,000.
- *069 – City Signing and Branding 0 \$10,000* – This is for the Welcome to West Point signs that staff recently discussed with the Council.
- *073 – 5 Year CIP – \$50,000* – This is the normal, yearly amount.
- *075 – Park Improvements – \$135,000* – This is the normal, yearly amount.
- *089 – Local Option Sales Tax – \$80,000* – This is the normal, yearly amount.
- *096 – 200 South 12” Sewer Line (3000 W to 2500 W) - \$200,000* – This is the amount the City is projecting to receive, and which will be paid back to the developer for construction of the line.
- *108 - Parks Master Plan/Impact Fee Analysis - \$40,000* – Staff would like to add this plan to the list of plans that the City does on a 5-year rotation schedule.
- *109 - Loy Blake Park Development Plan - \$15,000* – Staff would like to do a plan to guide development of Loy Blake Park.
- *110 - Tree Replacement Plan - \$10,000* – Staff has \$10,000 budgeted for next year, and future years to replace trees throughout the City.
- *111 - Update Public Works/Engineering Standards - \$30,000* – Staff would like to update these standards on a 5-year rotation schedule.
- **Total - \$1,275,343**

Mayor Craythorne thanked Mr. Harvey for the information shared and opened the public hearing regarding the FY2021 Amended Budget.

a. Public Hearing

No comments.

Council Member Dawson motioned to close the public hearing
 Council Member Henderson seconded the motion
 The Council unanimously agreed.

The Council had no further discussion and thanked Mr. Harvey and the rest of Staff for their work on the City’s budget.

b. Action

Council Member Dawson motioned to approve Resolution No. 05-18-2021A
 Council Member Chatterton seconded the motion

The Council unanimously agreed.

10. Consideration of Approval of Resolution No. 05-18-2021B, Approving the Polling Location and Vote Centers for the 2021 Municipal Elections for West Point City – Ms. Casey Arnold

Ms. Arnold stated that the City has contracted with Davis County for election services for the 2021 Municipal Election. As all cities in Davis County also contracted with them for election services, Utah Code allows for the Council to approve additional vote centers within the County that West Point residents can vote at, either in-person on the day of the election or by returning their by-mail ballot in the drop-box available at each location.

The Council had no further discussion on approval of these additional vote centers.

Council Member Judd motioned to approve Resolution No. 05-18-2021B

Council Member Henderson seconded the motion

The Council unanimously agreed.

11. Consideration of Approval of Ordinance No. 05-18-2021A, Amending Section 10.050 of the WPCC Regarding Commercial Vehicle Parking Restrictions – Mr. Kyle Laws

Mr. Laws stated that this proposed amendment to the Code regarding parking restrictions for commercial vehicles has been discussed by the City Council in previous meetings. The issue arose due to a situation wherein the City issued a citation for commercial vehicles being illegally parked on a piece of property. However, when the property owners contested the citation, the Davis County Attorney (declined to prosecute the issue because he felt that the language in the City's Code was not strong nor clear enough to enforce what Staff was citing as non-compliant parking.

Staff has worked with the County Attorney Troy Rawlings, County Commissioner Elliot, and the Davis County Sheriff to create new language that is not solely focused on this one particular issue, but that would restrict parking in all commercially-zoned properties, unless the vehicles are an accessory to an approved use. This would allow the City to enforce the illegal parking of vehicles on a vacant commercial lot, or even a developed lot if the vehicle does not coincide with the approved use of the property. Additionally, Mr. Laws stated that Staff would like to propose some clarifying amendments to the parking of Vehicles in Residential Zones and to add a section regarding on-street parking of commercial vehicles.

The proposed language would read as follows:

I. Parking of Commercial Vehicles – Residential Zone. No commercial vehicles or construction equipment trucks, motor vehicles or commercial trailers or construction equipment which exceed the rated capacity of one and one-half tons shall be stored or parked within the required front yard on any lot in any residential zone, or on any street.

J. Parking of Vehicles – Commercial Zones. No vehicles, including, but not limited to motor vehicles, commercial vehicles, trucks, or construction equipment, shall be parked on any lot or parcel in any commercial zone unless it is accessory to an approved use for the property.

K. Parking of Commercial Vehicle Restrictions. No person shall park any commercial vehicle, on a residential street or along any collector or arterial street within the jurisdiction of the City, unless the person is actively loading cargo to or unloading cargo from the commercial vehicle.

Mr. Laws explained that the West Point City Code currently defines an "accessory use" as "a use subordinate to the principal use of a building or principal use on the same lot, and serving a purpose customarily incidental to the use of the principal building or use."

Council Member Dawson suggested that language be added to the proposed item "*J. Parking of Vehicles – Commercial Zones*" in Section 10.05.015 to include commercial trailers as well, so that they cannot be stored on commercially zoned properties. Staff and Council agreed with this suggestion, modifying it slightly to not limit it to commercial trailers, but to all types of trailers. In regards to item "*I. Parking of Vehicles – Residential Zones*" in the same section, Mr. Laws suggested that actual "commercial trailers" be added to this section so that it still allows for residents to park personal trailers on their residential

property, but prohibits the parking of any used for business/commercial purposes. The Council also agreed with this amendment.

In addition to the language above, Staff proposes adding some definitions to this is section of Code that are defined by Utah Code; by stating that the definition is as defined in the State's Code, the City's Code will not have to be amended if there are amendments to Utah Code. Those definitions are as follows, however the Code will not include the actual definitions (italicized), but have been provided to the Council for reference:

10.05.015 Definitions.

A. Commercial Vehicle: as defined by Utah Code Section 72-9-102(1), (2), and (3):

- (1) (a) *"Commercial vehicle" includes:*
 - (i) *an interstate commercial vehicle; and*
 - (ii) *an intrastate commercial vehicle.*
 - (b) *"Commercial vehicle" does not include the following vehicles for purposes of this chapter:*
 - (i) *equipment owned and operated by the United States Department of Defense when driven by any active duty military personnel and members of the reserves and national guard on active duty including personnel on full-time national guard duty, personnel on part-time training, and national guard military technicians and civilians who are required to wear military uniforms and are subject to the code of military justice;*
 - (ii) *firefighting and emergency vehicles, operated by emergency personnel, not including commercial tow trucks;*
 - (iii) *recreational vehicles that are driven solely as family or personal conveyances for noncommercial purposes; or*
 - (iv) *vehicles owned by the state or a local government.*
- (2) *"Interstate commercial vehicle" means a self-propelled or towed motor vehicle used on a highway in interstate commerce to transport passengers or property if the vehicle:*
 - (a) *has a gross vehicle weight rating or gross combination weight rating of 10,001 or more pounds;*
 - (b) *is designed or used to transport more than eight passengers, including the driver, for compensation;*
 - (c) *is designed or used to transport more than 15 passengers, including the driver, and is not used to transport passengers for compensation; or*
 - (d) *(i) is used to transport materials designated as hazardous in accordance with 49 U.S.C. Sec. 5103; and*
 - (ii) *is required to be placarded in accordance with regulations under 49 C.F.R., Subtitle B, Chapter I, Subchapter C.*
- (3) *"Intrastate commercial vehicle" means a motor vehicle, vehicle, trailer, or semitrailer used or maintained for business, compensation, or profit to transport passengers or property on a highway only within the boundaries of this state if the commercial vehicle:*
 - (a) *(i) has a manufacturer's gross vehicle weight rating or gross combination weight rating of 26,000 or more pounds and is operated by an individual who is 18 years old or older; or*
 - (ii) *has a manufacturer's gross vehicle weight rating or gross combination weight rating of 16,001 or more pounds and is operated by an individual who is under 18 years old;*
 - (b) *(i) is designed to transport more than 15 passengers, including the driver; or*
 - (ii) *is designed to transport more than 12 passengers, including the driver, and has a manufacturer's gross vehicle weight rating or gross combination weight rating of 13,000 or more pounds; or*
 - (c) *is used in the transportation of hazardous materials and is required to be placarded in accordance with 49 C.F.R. Part 172, Subpart F.*

B. Motor Vehicle: as defined by Utah Code Section 41-6a-102(40)

- [(a)Motor vehicle" means a vehicle that is self-propelled and a vehicle that is propelled by electric power obtained from overhead trolley wires, but not operated upon rails.*
- (b) *"Motor vehicle" does not include:*
 - (i) *vehicles moved solely by human power;*
 - (ii) *motorized wheelchairs;*
 - (iii) *an electric personal assistive mobility device;*

- (iv) *an electric assisted bicycle;*
- (v) *a motor assisted scooter;*
- (vi) *a personal delivery device, as defined in Section 41-6a-1119; or*
- (vii) *a mobile carrier, as defined in Section 41-6a-1120.]*

C. Vehicle: as defined by Utah Code Section 41-6a-102(78)

["Vehicle" means a device in, on, or by which a person or property is or may be transported or drawn on a highway, except a mobile carrier, as defined in Section 41-6a-1120, or a device used exclusively on stationary rails or tracks.]

Mr. Laws stated that County Attorney Rawlings thought the proposed language and amendments were concise and would be easy to enforce. Mr. Laws also noted that because there is not a current business approved and established on the particular property referenced earlier, the property would not be "grandfathered" in and the new code would apply.

Mayor Craythorne opened the item for public hearing.

a. Public Hearing

No comments.

Council Member Dawson motioned to close the public hearing

Council Member Chatterton seconded the motion

The Council unanimously agreed.

b. Action

The Council had no further discussion.

Council Member Dawson motioned to approve Ordinance No. 05-18-2021A, with the addition of verbiage in Section 10.05.015 to include "commercial trailers" in Item I and "trailers" in Item J (as noted above).

Council Member Chatterton seconded the motion

Roll Call:

Council Member Chatterton: Aye

Council Member Dawson: Aye

Council Member Henderson: Aye

Council Member Judd: Aye

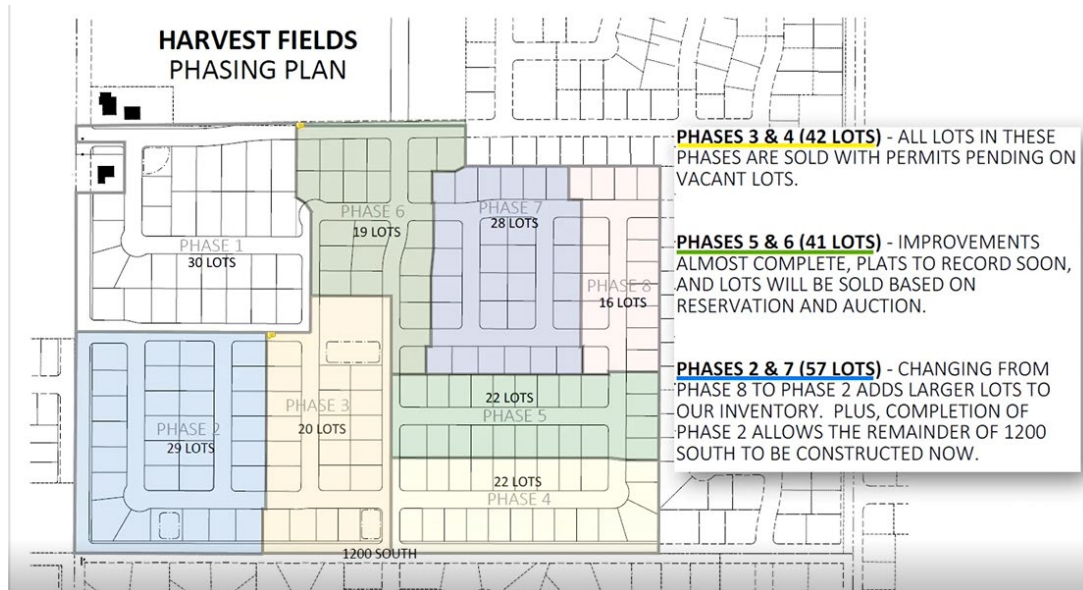
Council Member Petersen: Excused

The Council unanimously agreed.

12. Consideration of Approval of the Request to Simultaneously Develop Phases 2 & 7 of the Harvest Fields Subdivision – Mrs. Bryn MacDonald

Mrs. MacDonald stated that the Council has already approved several phases in this subdivision, some of which are already under construction. The developers are now requesting that the Council allow them to simultaneously develop Phases 2 and 7. Mrs. MacDonald explained that Phase 2 provides the connection of 1200 South to 4500 West, which is a second access point for the subdivision.

In its previous discussion regarding this request, the Council had inquired as to the status of the other phases that have already been approved, and how Phases 2 & 7 relate to the development. Mrs. MacDonald presented the following graphic to provide that information:



Mrs. MacDonald noted that final plat for Phase 2 has actually already received final approval and that Staff recommends approval of the request to develop Phase 2 simultaneously with Phase 7.

The Council had no further discussion.

Council Member Henderson motioned to approve the request

Council Member Judd seconded the motion

The Council unanimously agreed.

13. Motion to Adjourn the General Session

Council Member ** motioned to adjourn

Council Member ** seconded the motion

The Council unanimously agreed

ERIK R. CRAYTHORNE, MAYOR

June 15th, 2021

CASEY ARNOLD, CITY RECORDER

June 15th, 2021



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL MEETING MINUTES WEST POINT CITY HALL June 1st, 2021

Mayor

Erik Craythorne

City Council

Gary Petersen, Mayor Pro Tem

Jerry Chatterton

Andy Dawson

R. Kent Henderson

Annette Judd

City Manager

Kyle Laws

Administrative Session

6:00 PM

Minutes for the West Point City Council Administrative Session held at West Point City Hall on June 1, 2021 at 6:00 PM with Mayor Pro Tem Petersen presiding. This meeting was also available via electronic Zoom Meeting and was accessible to attendees by entering Meeting ID #894 3411 7545 at <https://zoom.us/join> or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Pro Tem Gary Petersen, Council Member Andy Dawson, and Council Member Kent Henderson

EXCUSED: Mayor Erik Craythorne, Council Member Annette Judd, and Council Member Jerry Chatterton

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Paul Rochell, Public Works Director; and Casey Arnold, City Recorder

EXCUSED: None

VISITORS PRESENT: Brian Vincent and Brent Stoddard. No sign-in required for online attendees.

1. Discussion Regarding FY2022 Tentative Budget for West Point City and All Related Agencies – Mr. Ryan Harvey

Mr. Harvey stated that this discussion will focus on five different items – the CDRA Fund, Compensation Schedule, Property Tax Rate, and the FY2022 Tentative Budgets for both West Point City and the CDRA. Mr. Harvey presented the following information on each of those items to the Council:

CDRA Fund

This year the City received \$149,947 from tax increment revenues. The CDRA continues to have a debt obligation of \$140,000 per year. For FY2022, the only difference in the CDRA budget is that the interest expense will be \$4,000 less, and the debt expense will be \$4,000 more. Mr. Harvey explained that this will continue to change as the loan gets paid off each year.

Compensation Schedule

Every year the City offers a 2% merit increase to employees based on positive performance. In addition, every other year the City offers a 2% Cost of Living Adjustment (COLA). FY2022 is the year for the COLA, so a 4% increase is budgeted in salaries, and is included in the proposed FY2022 Tentative Budget for the Council's consideration. Additionally, Staff proposes the following changes:

Crossing Guard Pay (\$10,431) – In order to recruit and retain Crossing Guards, staff proposes increasing their pay to \$30 per day (\$15 per hour). This would increase by \$2 per day (\$1 per hour) for each year that they remain with the City, capping out at \$38 per day (\$19 per hour).

Recreation Site Supervisor (\$17,146) – Staff proposes hiring two Site Supervisors to be present at recreation activities. Each position is budgeted at \$15 per hour for an average of 10 hours per week. Mr. Laws elaborated on the purpose for this position, explaining that with the growth of the City and increased participation in Recreation Programs, it is becoming more difficult for the two current full-time positions, Recreation Director and Recreation Coordinator, to not work overtime hours; they are not able to balance their time between working in the office during the day and the fields/courts in the evening because the workload has increased. To help with this, Staff is proposing hiring adult "site Supervisors" that would be at the fields/courts in the evening overseeing the activities, and the Director and Coordinator would rotate evenings of being on-call in case there are any issues that need to be responded to and/or resolved. The Site Supervisors would not have office time and only work on-site. This will allow the two full-time employees to focus on the in-office tasks necessary to coordinate the programs, prepping the fields during the day, allow them to have more personal time in the evenings, and reduce the amount of overtime and/or comp-time that they have been having to do in order for the programs to run successfully. By still having the on-call rotation, it is assured that there is still an administrator from the Recreation Department available to handle situations that the on-site supervisor is not able or expected to. The Council had no questions regarding this new position at this time.

Property Tax Rate

The County has not yet set a Certified Rate which will ensure that the City collects the same amount of revenue as last year, plus new growth. In past years, the City Council has followed the revenue and taxation policy previously passed that states “West Point City should seek to maintain a stable tax rate; including maintaining the property tax rate when assessed values increase.” This of course requires the City to go through the Truth-in-Taxation (TNT) process. If the Council elects to go through that process again this year, the Council may choose to accept the Certified Rate or select a different rate. If the Council chooses not to go through the Truth-in-Taxation process, then the Certified Tax Rate will be adopted as part of the Final Budget at the June 15th Council Meeting. The City will know the Certified Rate within the next week or two. Staff needs direction from the Council if they wish to again go through the TNT process this year. The needs of the City continue to grow as we see more and more development take place, and one of the biggest needs going forward will be maintaining adequate staffing levels and training for staff. Mr. Laws stated that he expects that the City is likely hitting the point where new positions and additional staff are going to be needed each year, which will have large impacts on the City’s budgets, especially for new full-time, benefitted positions.

Costs of the law enforcement contract with the Davis County Sheriff’s Office also continues to increase, and with DCSO no longer providing paramedic services, it is also not yet known how that will affect emergency response costs. Staff has a meeting with County officials in the next few weeks and anticipates having more information on this situation for the Council to consider by the June 15th meeting. While there will not be an impact on the budget for this coming fiscal year (FY2022), it is important to have more information in order to consider and prepare for what is to come in the FY2023 budget. While Sales Tax Revenues continue to grow, it is not a wise practice to rely too heavily on that revenue stream. Staff believes that small increases to the more stable Property Tax Revenue is more advantageous for the long-term benefit of the City. Mr. Laws added that the City has been expecting a major increase in law enforcement service costs, and it is likely to happen within the next few years, especially once the paramedic services situation is resolved.

Council Member Dawson stated that it has been the Council’s practice to go through the TNT process each year and delay approval of the final budget until August, if not just to have more time to evaluate the budget and potential impacts. If the City does not go through the TNT process and approves the final budget in June of each year with the Certified Tax Rate from the County, there is not an opportunity for more time to consider new information and adjust the budget before being finalized. He believes it is in the City’s best interest to have that ability if needed, even if no property tax rate increase is initially being considered.

Council Member Henderson agreed with Council Member Dawson, adding that going through the TNT process also allows more opportunity for the City to share information about why there may or not be justification for raising the property tax rate with residents and receive their input in return.

Mayor Pro Tem Petersen also agreed, stating that Mr. Laws is correct in his comments that adequate staffing is a major factor to consider in order to keep up with the growth currently taking place in West Point.

With these comments from the Council, all were in favor of proceeding with the Truth in Taxation process and delaying approval of the Final Budget for FY2022 until August. Once the Certified Tax Rate is received from the County, the Council will decide whether to notice the potential property tax rate increase at last year’s rate (referred to as “holding” or “maintaining” the rate) to residents or whether to notice a different rate as a potential increase.

FY2022 Tentative Budget Review

At the May 4th meeting we discussed the changes to the Tentative Budget related to the General Fund. At the May 18th meeting we discussed changes to the Tentative Budget related to Capital Projects. There are two additional changes that staff proposes:

Police Contract (\$8,250) – Davis County and the Davis County Sheriff’s Office has indicated that they would like to work toward a new contract in the upcoming year. In the meantime, they communicated to staff that they would like to amend the existing contract to include a 3% increase for FY2022. This will be discussed as a separate item on the City Council agenda.

Miss West Point Scholarship (\$700) –Weber State University (WSU) increased the Scholarship amount they offered to the Miss West Point Pageant winner by \$700. Several years ago, the City chose to match the scholarship amount provided by WSU, so Staff has included in the budget an increase of \$700, but needs direction from the Council on whether they would like to proceed with matching WSU’s scholarship amount and are in favor of this increase. Mr. Laws noted that WSU’s increase was only to the pageant winner – the scholarship amounts awarded to the attendants was not increased. The Council agreed that they were in favor of including this increase of \$700 in the proposed budget, and will make a final decision on whether or not it will be included in the final budget at the time it is approved.

Mr. Harvey provided a summary all of the proposed changes included in the FY2022 Tentative Budget that have been presented to the Council over the course of the budget discussions:

- 4% Increase (\$58,713)
- Benefits Increase (\$29,246)
- Recreation Site Supervisor (\$17,146)
- Crossing Guard Increase (\$10,431)
- Police Contract (\$8,250)
- Miss West Point Scholarship (\$700)
- Youth Council (\$2,000)
- Arts Council (\$5,000)
- Holiday Lights (\$5,000)
- Recreation Referees (\$5,000)
- Water Purchase (\$7,755)
- Capital Projects (\$1,275,343)

The Council had no further discussion at this time and will consider approval of the FY2022 Tentative Budgets for West Point City and the CDRA in tonight's General Session.

2. Discussion Regarding an Amendment to the Law Enforcement Contract – Mr. Kyle Laws

Mr. Laws stated that the budget impacts of the City's law enforcement contract with DCSO over the next few years was discussed briefly in the previous item, but in regards to the current contract, Staff has met with the Sheriff's Office and they have proposed that the contract be extended for one more year with a 3% fee increase. Last year, the contract was also extended by one year, but there was no increase to costs. As such, Mr. Laws stated that he feels a 3% increase is quite generous. As the details of paramedic services situation are worked out and other factors have been addressed, he hopes that a multi-year contract will be negotiated over the course of this year and can be approved at this contract's expiration.

Staff recommends that the Council approve the amendment of a one-year extension and 3% fee increase to the current law enforcement contract. The Council had no further discussion at this time and will consider approval of the amendment at the June 15th City Council Meeting.

3. Discussion Regarding Park Strip Improvement on the SR-108 Road Project – Mr. Boyd Davis

Mr. Davis stated that the Council discussed this item in previous meetings and Staff would like to continue that discussion more in-depth in order to receive direction from Council on how to proceed. This portion of the 2000 W (SR-108) Widening Project begins at 470 N and extends up to 800 N. Mr. Davis displayed the following map of the project area:



Mr. Davis stated that the properties in red are those that will be vacant after the project is completed. He noted that the Council may want to consider that these vacant properties are not going to have a homeowner responsible for maintenance of the park strips along the properties. Homes will remain in the properties highlighted in green after completion of this project portion. Mr. Davis explained that the area shaded in green is a unique spot; the three existing homes will be removed for the widening and the area that will remain is too narrow to allow for any building. This may be a location for some unique landscaping that could mark the beginning of the trailhead for the 10 ft. paved trail that will be installed along the west side of the road as part of the project. Syracuse City did something similar with a remaining 30 ft. piece of narrow, unbuildable land on the west side of the road (close to Syracuse Jr. High). He noted that the 10 ft. trail will be considered a shared use trail that allows bicycles to avoid having a bike trail on the road, which takes up a lot of pavement space. He also noted that unfortunately, this 10 ft. trail was not included with the first section of the project that was in West Point.

Mr. Davis displayed examples of different options for the finishing of park strips, including stamped concrete, grass-only, rock or mulch only, etc., as well as a combination of trees/bushes added to any of these ground coverings. He noted that UDOT will only pay for minimal landscaping, and any sprinkling system, trees, or additional items would have to be paid for by the City. He also added that different types of park strips could be done in front of the various properties, and the Council could also wait to finish the park strips along the vacant properties until they are developed.

Mayor Pro Tem Petersen inquired as to whether stamped concrete is a viable, long-term option; he referenced an example of an area in Clearfield where the stamped concrete seems to be deteriorating faster than usual for concrete. Mr. Davis stated that this can happen, which could be because of the grooves in the stamping that collect water, which then freezes and thaws each year. Mayor Pro Tem Petersen stated that he likes the look of stamped concrete, but is concerned about its long-term viability. As such, he would be in favor of plain concrete park strips throughout the project. Council Member Dawson suggested that the concrete could be stained instead of stamped. The Council and Staff discussed the fact that any colored or stained concrete is eventually going to fade.

Council Member Dawson commented that he likes the addition of trees to either concrete or rock, but is not in favor of having much grass in the park strips. However, he is not sure that the narrow piece of land mentioned by Mr. Davis should be all concrete and may be a place to have a mix of the two.

Mayor Pro Tem Petersen stated although he would like to have trees in the park strips, the vacant lots will likely become commercial properties and the trees may cause an obstruction in the view of drivers and become a safety concern. Council Member Dawson noted that the vacant properties are only one the east side of the road and not on the west. Mayor Pro Tem Petersen stated that this is a great point, and he would be “a huge fan” of trees in the park strips on the west side of the road. In regards to the east park strips, he expressed his opinion that they be plain, regular concrete and “we just live with it” and see how the properties are developed in the future. Mr. Davis inquired as to whether the Council would want to do something more temporary than concrete or even leave them unfinished for the time being, because the developer of the property would be required to install landscaping in the park strips. Mr. Davis confirmed for the Council that whether or not a property is vacant, it is still the owner’s responsibility to maintain the park strip; even if left unfinished UDOT would still need to keep the weeds trimmed and mowed. Council Member Dawson suggested that more research be done on current concrete stain products, feeling that if there is a product available with a lifespan of 10+ years, it would not be too cumbersome for the City to have to reapply it so infrequently.

Mr. Laws also noted another factor for the Council to consider, which is that unless the City Code is changed, property owners are allowed to change the material in their park strips. This could result in a variety of different kinds of park strips along the road regardless of what was originally installed. For uniformity and consistency’s sake, he suggests that concrete park strips would be a good option because it is more permanent and less likely to be torn out and replaced by a homeowner. The Council agreed with that and also expressed the desire that there be some differentiation in the concrete of the park strips so that pedestrians know that it is there to act as a barrier space between them and the road and not just an expanded concrete sidewalk.

At this point in the discussion, the Council desired that the park strips along the vacant properties be left unfinished and that the property owner be required to maintain them. For the remaining park strips, the Council would like them to be some sort of modified concrete (stained, stamped, unique brush finish, or some other option) throughout, with one type of tree placed in periodic intervals. It was noted that it will need to be a specific type of tree in order to not disturb the concrete or overhang the sidewalks. However, Mr. Laws noted that if UDOT is planning to install and pay for a basic finish in the park strips, the Council may want to direct them to do so along the vacant properties instead of specifying that they be left unfinished. The Council discussed the option of asking UDOT if they would be willing to instead contribute those funds into enhancing the landscaping of the narrow strip of land at the start of the 10 ft. trail. Staff was directed to talk with UDOT about what they may be willing to do. The Council will have further discussion on what type, finish, and color of the concrete in a future meeting.

4. Discussion Regarding the Sewer Feasibility Study for the Annexation Area – Mr. Boyd Davis

Due to time restrictions, the Council will have this discussion before taking action in Item 10 of the General Session.

5. Other Items

No other items were discussed.

The Administrative Session adjourned.



3200 WEST 300 NORTH
WEST POINT CITY, UT 84015

WEST POINT CITY COUNCIL MEETING MINUTES

West Point City Hall

June 1st, 2021

Mayor

Erik Craythorne

City Council

Gary Petersen, Mayor Pro Tem

Jerry Chatterton

Andy Dawson

R. Kent Henderson

Annette Judd

City Manager

Kyle Laws

General Session

7:00 PM

Minutes for the West Point City Council General Session held at West Point City Hall on June 1, 2021 at 7:00 PM with Mayor Pro Tem Petersen presiding. This meeting was also available via electronic Zoom Meeting and was accessible to attendees by entering Meeting ID #894 3411 7545 at <https://zoom.us/join> or by telephone at (669) 900-6833.

MAYOR AND COUNCIL MEMBERS PRESENT: Mayor Pro Tem Gary Petersen, Council Member Andy Dawson, and Council Member Kent Henderson

EXCUSED: Mayor Erik Craythorne, Council Member Annette Judd, and Council Member Jerry Chatterton

CITY EMPLOYEES PRESENT: Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Bryn MacDonald, Community Development Director; Ryan Harvey, Administrative Services Director; Paul Rochell, Public Workers Director; and Casey Arnold, City Recorder

EXCUSED: None

VISITORS PRESENT: Brian Vincent and Brent Stoddard. No sign-in required for online attendees.

1. **Call to Order** – Mayor Craythorne welcomed those attending the meeting.
2. **Pledge of Allegiance**
3. **Prayer** – Given by Council Member Henderson
4. **Communications and Disclosures from City Council and Mayor**

Council Member Dawson – no comment

Council Member Henderson – no comment

Mayor Craythorne – no comment

5. **Communications from Staff**

Mr. Laws stated that the planning for the Party at The Point Independence Day Celebration, held on Saturday, July 3rd this year, is well underway; the event will be as close to “pre-COVID” as possible, with the main exceptions of a community dinner and breakfast. There will be slight modifications to some other activities, but it will still be another great celebration. Mayor Pro Tem Petersen stated that many attendees are used to and will expect the free dinner for residents, and so it is important that it be clearly communicated that it will not be taking place this year. He would also like to communicate that it is a temporary change. Mr. Laws stated that the providing a dinner each year might be an area for further discussion for the Council moving forward; there is likely to come a point as the City grows that it won't be financially possible to continue offering a free dinner to residents, and whether it should be eliminated or modified is a decision that will have to be made.

6. **Citizen Comment**

No comments

7. **Youth Council Update**

A representative from the Youth Council was unable to attend the meeting and no update was provided.

8. Consideration of Approval of the Minutes from the April 20th, 2021 West Point City Council Meeting

These meeting minutes were not available in final draft for the Council to review and consider approval at this time.

Council Member Henderson motioned to table approval of the April 20th Meeting Minutes

Council Member Dawson seconded the motion

The Council unanimously agreed

9. Consideration of Approval of Resolution No. 06-01-2021, Approving the FY2022 Tentative Budget – Mr. Ryan Harvey

Mr. Harvey reviewed the information that has been discussed by the Council in regards to the FY2022 Tentative Budget, and summarized the proposed budget changes as follows:

- Personnel:
 - 4% Increase (\$58,713)
 - Benefits Increase (\$29,246)
 - Recreation Site Supervisor (\$17,146)
 - Crossing Guard Increase (\$10,431)
- Police Contract (\$8,250)
- Miss West Point Scholarship (\$700)
- Youth Council (\$2,000)
- Arts Council (\$5,000)
- Holiday Lights (\$5,000)
- Recreation Referees (\$5,000)
- Water Purchase (\$7,755)
- Capital Projects (\$1,275,343)

Mayor Pro Tem Petersen thanked Mr. Harvey and opened the item for public hearing.

a. Public Hearing

No comments

Council Member Dawson motioned to close the public hearing

Council Member Henderson seconded the motion

The Council unanimously agreed

b. Action

The Council had no further discussion on the FY2022 Tentative Budget as proposed.

Council Member Dawson motioned to approve Resolution No. 06-01-2021A

Council Member Henderson seconded the motion

The Council unanimously agreed.

10. Consideration of Approval of Resolution No. 06-01-2021B, Selecting the Preferred Alternative for the Annexation Area Sewer System – Mr. Boyd Davis

Mr. Davis provided a brief overview of the information presented at the April 20th City Council Meeting from Bowen Collins and Associates, who are the consultants hired by the City to conduct the study for the large annexation area to northwest of the current City boundary. The reason for the sewer study is to be prepared with a plan for the sewer system if this area were to be annexed into West Point and developed.

The preliminary findings of the study were reported to the Council in January of this year, at which time five different sewer system alternatives were being considered:

1. Traditional Gravity Sewer System (including lift stations)
2. Low Pressure Sewer System
3. Septic Tank Effluent Pumping (STEP)
4. Vacuum Sewer System
5. Small Area Treatment Plant

Of those alternatives, two were selected for additional consideration:

1. Traditional Gravity Sewer System (including lift stations)
2. Septic Tank Effluent Pumping (STEP)

Based upon the report provided by the consultants, it appears that the Traditional Gravity Sewer System is the preferred alternative. They provided the following conclusions in their report:

- Analyzing both alternatives clearly shows that the traditional system is a more expensive alternative upfront, but less expensive over the life cycle of the system.
- The traditional system requires approximately 1/3 of the O&M of the STEP system
- The STEP system is easily phased and could potentially facilitate faster development.
- The traditional system is a tried and true method almost exclusively used throughout the State. It is familiar to the City, provides a means of backup power, and has fewer restrictions to the residents (such as the use of water softeners, garbage disposal use, etc.)

Mr. Davis stated that Staff agrees with the consultants' findings and recommends that the Council adopt the Traditional Gravity Sewer System as the preferred alternative sewer system for the future annexation area.

Council Member Dawson stated that in his review of the report study, the STEP System seemed quite complicated, with many moving parts and requiring individual homeowners to properly maintain the system. With that, he is in favor of the recommended traditional system.

Mayor Pro Tem Petersen inquired as to the purpose and reasoning of why the Council is adopting a *preferred* alternative for the sewer system rather than adopting it as *the* alternative system. Mr. Davis stated that by officially adopting a preferred system, Staff is able to move forward in planning and designing the sewer system for this area; although not "set in stone" until construction actually begins, it provides a clear direction of the City's preferred system as a result of what has been studied and will be the basis in creating the Master Sewer System Plan for the area. Mr. Laws added that an impact fee analysis will also be done based on this design, and that determined impact fee amount is what will be paid with each new home that is built in the area.

In regards to funding the system, Mr. Laws stated that there is a unique opportunity at this time with the America Rescue Plan Act. The ARPA allocates millions of dollars to states and local governments – the State is expected to receive about \$180 million, Davis County roughly \$69 million, and West Point City is expected to received almost \$1.3 million over two different disbursements. The Act allows for these funds to be used for sewer, water, and broadband infrastructure. As such, while the City would not normally fund the upfront costs of installing the sewer system, there is an opportunity to use some of this money, hopefully partnered with funds from Davis County and maybe even the State, to install the City's portion of the system. Staff has spoken with the City's Representative from the State legislature and Davis County Commissioners and they have indicated their support. The State is still working through things like formulating the grant application process and so while not a solid possibility yet, this would be a great opportunity for the City if it were able to happen.

Council Member Dawson stated that he has come to be weary of "any gray areas" that developers might find and agreed with Mayor Pro Tem Petersen that stating it is the "preferred" route does not make it clear that it is the system the City has chosen to move forward with for the area. Mr. Davis stated that he drafted the resolution using the wording in the consultants' recommendation, but suggested that the word "selected" could be used in place of "preferred" to more clearly indicate that

this is how the City expects sewer service is provided to developments in this area. The Council agreed that the language needs to be such so that it cannot be misconstrued.

Mayor Pro Tem Petersen motioned to approve Resolution No. 06-01-2021B, with a modification to the language of the proposed resolution as follows:

“NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED, by the City Council of West Point City that the “Traditional Gravity Sewer System with Lift Stations” is the preferred alternative for the sanitary sewer system for the proposed annexation area.”

Council Member Dawson seconded the motion

The Council unanimously agreed.

11. Motion to Adjourn the General Session

Mr. Laws noted that a meeting of the Community Development and Renewal Agency for West Point City is scheduled to follow this General Session, of which the City Council serves as the Board of the Agency. As both Mayor Craythorne, who serves as Chair of the Board, and Council Member Annette Judd, who serves as Vice-Chair of the Board, are absent, he recommended that the Council appoint a Board Member to preside over tonight’s meeting.

Council Member Dawson motioned to appoint Mayor Pro Tem Petersen to preside as the Chair for the following Community Development and Renewal Agency Meeting
Council Member Henderson approved the motion
The Council unanimously agreed

Council Member Chatterton motioned to adjourn
Council Member Dawson seconded the motion
The Council unanimously agreed

ERIK R. CRAYTHORNE, MAYOR

July 6th, 2021

CASEY ARNOLD, CITY RECORDER

July 6th, 2021

City Council Staff Report

Subject: Gary & Penny Kapp Property Purchase
Author: Kyle Laws
Department: Executive
Date: July 6, 2021



Background

Gary & Penny Kapp are owners of property located at 547 N 4550 W. This property shares its north property line with Bingham Park. The Kapps approached the City some time back inquiring about interest in purchasing all or a portion of their property. The City Council expressed interest in the property for future park expansion and directed the Mayor and City Manager to enter into negotiations with the Kapps. While the City is interested in all of the property, circumstances have changed so that only a portion of the property is currently available. The City and the Kapps have been working on a purchase contract for the property and for water shares to go with it.

Analysis

Attached are two purchase contracts; the first, for the purchase of real property and the second, for the purchase of water shares.

The City will purchase 4.48 acres for \$500,000 and 4 water shares totaling \$50,000 (according to the attached contracts), for a total of \$550,000.

Additionally, the Kapps have agreed to provide to the City the Right of First Refusal on the other portion of their property for a period of ten (10) years.

The full agreements are attached to this report for your review and consideration.

Recommendation

Staff recommends the Council approve both Resolutions, authorizing the Mayor to sign and execute the agreements for the purchase of property and water shares.

Significant Impacts

This is a great opportunity for the City to purchase property adjacent to an existing park. This will allow the City to expand the park and maintain open space in the area.

Attachments

- Resolution No 07-06-2021A
- Contract for Purchase and Sale of Real Property
- Property Survey Map
- Resolution No 07-06-2021B
- Water Share Purchase and Sale Agreement

RESOLUTION NO. 07-06-2021A

**A RESOLUTION APPROVING PURCHASE
OF REAL PROPERTY AND PROVIDING
FOR AN EFFECTIVE DATE**

WHEREAS, West Point City (“City”) owns and manages a city park known as Bingham Park; and

WHEREAS, West Point City desires to expand Bingham Park now and/or in the future;

WHEREAS, West Point City has entered into a contract to purchase additional acreage adjacent to Bingham Park subject to approval of the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WEST POINTY CITY, UTAH, as follows:

SECTION ONE: APPROVAL OF AGREEMENT

The City Council hereby approves the contract attached hereto as Exhibit “A” and authorizes and directs the Mayor and City Recorder to execute said contract for and on behalf of West Point City.

SECTION TWO: EFFECTIVE DATE

This Resolution shall become effective immediately upon passage and adoption.

PASSED AND ADOPTED this 6th day of July, 2021.

WEST POINT CITY,
A Municipal Corporation

ERIK CRAYTHORNE
Mayor

ATTEST:

CASEY ARNOLD
City Recorder

CERTIFICATE

STATE OF UTAH ()
) ss.
COUNTY OF DAVIS ()

I hereby certify that I am the City Recorder of West Point City, of the State of Utah; that the above and foregoing Resolution No. 07-06-2021A is a full and true and correct copy of the Resolution duly and regularly adopted by the vote of a majority or more of the members of the City Council of said West Point City at a meeting of the City Council of said City duly and regularly called, noticed and held at the City Offices on July 6, 2021, at which meeting a quorum was present and acting, and I was present and acted as City Recorder. That there are no provisions in the law applicable to the City conflicting with said Resolution, and that the said Resolution has not been modified or revoked and still remains in full force and effect.

IN WITNESS WHEREOF, I have hereto set my hand and seal as City Recorder
of the City this 6th day of July, 2021.

CASEY ARNOLD
City Recorder

CONTRACT FOR PURCHASE AND SALE OF REAL PROPERTY

[Kapp Property]

THIS CONTRACT FOR PURCHASE AND SALE OF REAL PROPERTY (“Contract”) made and entered into this ____ day of July, 2021, by and between WEST POINT CITY, a Municipal Corporation, of 3200 West 300 North, West Point, Utah, hereinafter referred to as the “Buyer” or the “City” and GARY KAPP and PENNY KAPP, Trustees of the Penny R. Kapp Revocable Trust dated the 25th day of August, 1994, of 547 North 4550 West, West Point, Utah, hereinafter referred to as the “Seller”.

RECITALS

I

Seller is the owner of real property situated in West Point City, Davis County, State of Utah, which said real property consists of approximately 4.8 acres, more or less, hereinafter described as (the “Property”).

II

The City is desirous of acquiring said Property from Seller.

III

The said Property sought to be acquired by the City is presently vacant ground.

NOW THEREFORE, in furtherance of the objectives of the parties, and in consideration of the terms of this Contract and the mutual covenants and promises of the parties, the parties agree that the Seller shall sell to the City and the City shall purchase from the Seller the hereinafter described real property for the purchase price and on the terms, covenants and conditions hereinafter set forth, to wit:

CONTRACT

SECTION ONE: INCORPORATION OF RECITALS

All of the above and foregoing Recitals are incorporated into this Contract.

SECTION TWO: PROPERTY DESCRIPTION

The Property to be sold by the Seller and purchased by the City is situated in West Point City, Davis County, State of Utah, and is more particularly described as Adjusted Parcel B in the plat attached hereto as **Exhibit “A”**.

SECTION THREE: PURCHASE PRICE

SECTION FOUR: PAYMENT OF PURCHASE PRICE

SECTION FIVE: CONVEYANCE OF TITLE

SECTION SIX: CONDITION OF TITLE

SECTION SEVEN: TITLE INSURANCE POLICY

SECTION EIGHT: PROPERTY TAXES

SECTION NINE: POSSESSION BY THE CITY

SECTION TEN: RIGHT OF FIRST REFUSAL

Subject to Buyer's acquisition of the Property in accordance with the terms of this Contract, Buyer shall have a right of first refusal to purchase from Seller, upon the terms and conditions contained in this Section, that certain remaining real property adjacent to the Property marked as "Remaining Property" on Exhibit B. In the event that Seller shall receive a bona fide written offer acceptable to Seller, or shall enter into a bona fide written contract, for the purchase by a third party of the Remaining Property or any portion thereof, Seller shall promptly give written notice thereof to Buyer ("Offer Notice") and shall deliver to Buyer a complete and correct copy of such offer or contract. The effective date of such notice is herein referred to as the "Notice Date." Buyer shall have the right, at its option, to purchase the Remaining Property (or the portion thereof subject of such offer or contract) at the same price and upon substantially the same terms and conditions contained in the Offer Notice by giving written notice thereof to Seller ("ROFR Exercise Notice") within ten (10) days after the Notice Date. If Buyer does not deliver a ROFR Exercise Notice within ten (10) days after the Notice Date that Buyer will purchase the Remaining Property (or portion thereof offered), then Seller shall be free to complete the sale of the Remaining Property (or the portion thereof subject of such offer or contract) to the involved third party upon the same or substantially similar terms and conditions contained in Offer Notice, so long as the said sale is completed within one (1) year after the Notice Date. If the proposed sale to such person is not completed within one (1) year after the Notice Date upon the same terms and conditions contained in the Offer Notice, then the right of Buyer under this Section shall be fully restored and reinstated as if such offer or contract had never been presented to Buyer as herein required. If the option to purchase is timely exercised by Buyer, then the subject sale shall be closed and consummated within sixty (60) days after the Notice Date. The right of first refusal granted under this Section shall expire ten (10) years from the date of this Contract.

SECTION ELEVEN:

CLOSING

Closing shall take place in the offices of Lincoln Title located at 2225 Washington Blvd., Suite 110, Ogden, Utah 84401, on or before July 31, 2021.

SECTION TWELVE:

ENTIRE AGREEMENT

The parties hereto hereby state and agree that this document contains the entire agreement and understanding between the parties and constitutes their entire agreement and supersedes an and all oral representations or agreements, if any, made by either party prior to the date hereof and that this Contract is binding upon the heirs, executors, administrators, assigns and successors of the respective parties. No agreement between the parties shall be binding or enforceable unless set forth herein or in a written amendment hereto.

SECTION THIRTEEN:

APPROVAL BY CITY

Notwithstanding anything herein to the contrary, this Contract is subject to final approval by West Point City and shall not be valid or binding until formally approved, signed, executed and delivered by the City after approval by the Mayor and City Council.

SECTION FOURTEEN:**ATTORNEY FEES**

In the event of default by either party, the non-defaulting party shall be entitled to recover all attorney fees and courts costs expended in connection with such default.

SECTION FIFTEEN:**NOTICES**

All Notices, including Notice of Default, shall be sent to the following addresses:

Seller:

Penny R. Kapp Revocable Trust dated the 25th day of August, 1994
Attn: Gary and Penny Kapp
547 North 4550 West
West Point, UT 84015

City:

West Point City
Attention: City Manager
3200 West 300 North
West Point, UT 84015

SECTION SIXTEEN**1031 EXCHANGE**

Buyer or Seller may desire to exchange, for other property of like kind and qualifying use within the meaning of Section 1031 of the Internal Revenue Code of 1986, as amended (the “Code”), and the Treasury Regulations promulgated thereunder, fee title in the Project. Each of Buyer and Seller expressly reserves the right to assign its rights, but not its obligations, hereunder to a Qualified Intermediary as provided in Treasury Reg. §1.1031(k)-1(g)(4) on or before Closing and each party hereby agrees to fully cooperate with the other party, at no cost to such party, in the furtherance of any such like-kind exchange pursuant to Code §1031 contemplated by either party hereto.

[Signature Page Follows]

IN WITNESS WHEREOF, intending to be legally bound, the parties have executed this Agreement as a sealed instrument as of the day and year first above written.

[Signature Page Follows]

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

BUYER:

WEST POINT CITY, a Municipal Corporation

By: _____
ERIK CRAYTHORNE
Mayor

ATTEST:

By: _____
CASEY ARNOLD
City Recorder

SELLER:

Penny R. Kapp Revocable Trust
dated the 25th day of August, 1994

PENNY KAPP, as Trustee

GARY KAPP, as Trustee

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

[TO MATCH LAND DESCRIBED IN TITLE COMMITMENT]

EXHIBIT B

FORM SPECIAL WARRANTY DEED

WHEN RECORDED RETURN TO:

West Point City

Attn: _____

3200 West 300 North

West Point, Utah 84015

Tax Id No. _____

SPECIAL WARRANTY DEED

Gary Kapp and Penny Kapp, as Trustees of the Penny R. Kapp Revocable Trust dated the 25th day of August, 1994 (“**Grantor**”), hereby convey and warrant against all claiming by, through or under Grantor, but not otherwise, to WEST POINT CITY, a Municipal Corporation, with its principal place of business at 3200 West 300 North, West Point, Utah, for the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the following described real property (the “**Property**”), which is located in Davis County, State of Utah, and is more particularly described as follows:

See Exhibit “A” attached hereto and incorporated herein.

SUBJECT TO and except for taxes and assessments for the current year, all matters of record and matters that would be disclosed by a physical inspection or survey of the property.

DATED this _____ day of _____, 2021.

“GRANTOR”

Penny R. Kapp Revocable Trust dated the 25th day of August, 1994

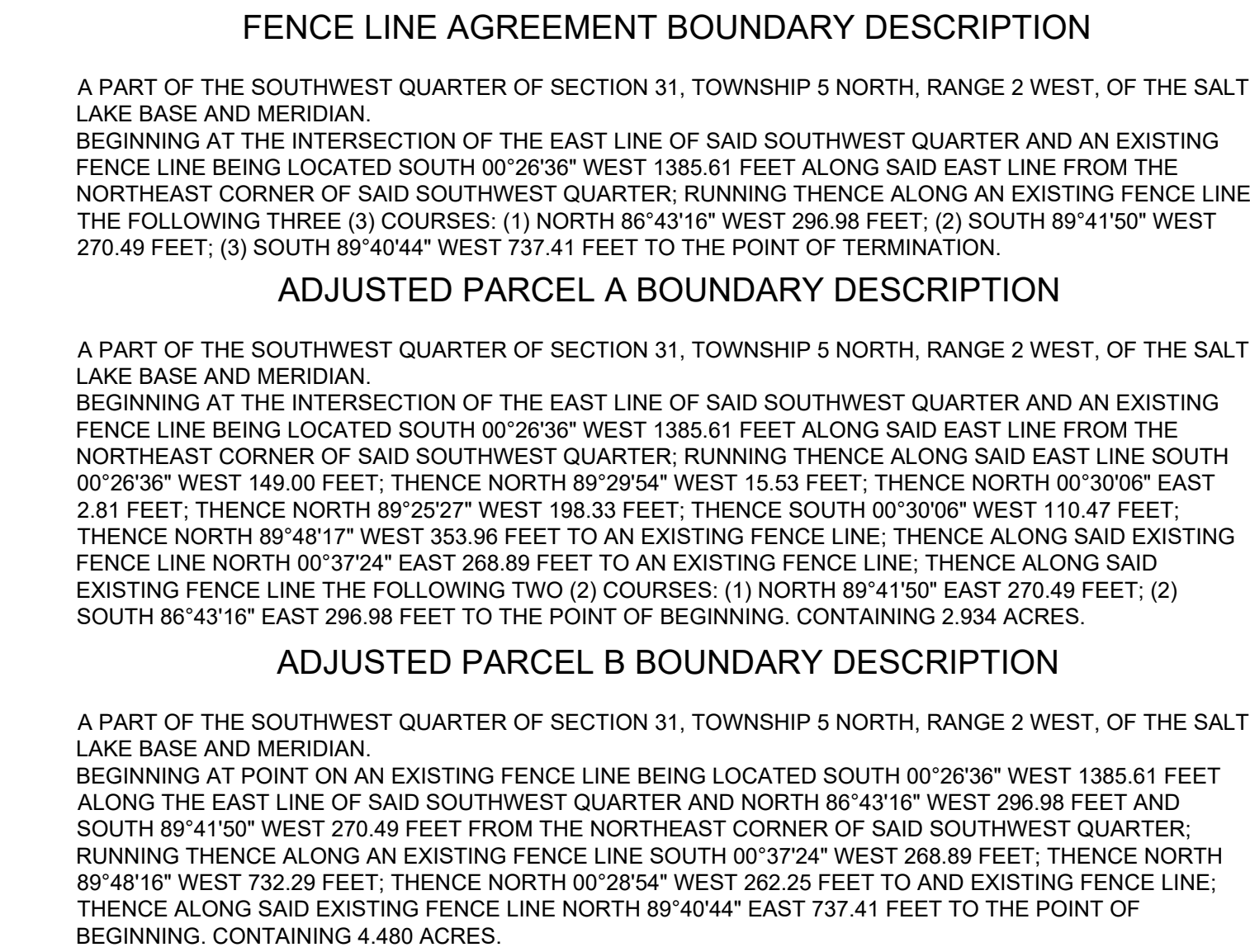
Gary Kapp, Trustee

Penny Kapp, Trustee

STATE OF UTAH)
 : ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 2021 by
Gary Kapp and Penny Kapp, as Trustees of the Penny R. Kapp Revocable Trust dated the 25th day of
August, 1994.

Notary Public



FENCE LINE AGREEMENT BOUNDARY DESCRIPTION

A PART OF THE SOUTHWEST QUARTER OF SECTION 31, TOWNSHIP 5 NORTH, RANGE 2 WEST, OF THE SALT LAKE BASE AND MERIDIAN.

BEGINNING AT THE INTERSECTION OF THE EAST LINE OF SAID SOUTHWEST QUARTER AND AN EXISTING FENCE LINE BEING LOCATED SOUTH 02°26'36" WEST 1385.61 FEET ALONG SAID EAST LINE FROM THE NORTHEAST CORNER OF SAID SOUTHWEST QUARTER; RUNNING THENCE ALONG AN EXISTING FENCE LINE THE FOLLOWING THREE (3) COURSES: (1) NORTH 86°43'16" WEST 296.98 FEET; (2) SOUTH 89°41'50" WEST 270.49 FEET; (3) SOUTH 89°40'44" WEST 737.41 FEET TO THE POINT OF TERMINATION.

ADJUSTED PARCEL A BOUNDARY DESCRIPTION

A PART OF THE SOUTHWEST QUARTER OF SECTION 31, TOWNSHIP 5 NORTH, RANGE 2 WEST, OF THE SALT LAKE BASE AND MERIDIAN.

BEGINNING AT THE INTERSECTION OF THE EAST LINE OF SAID SOUTHWEST QUARTER AND AN EXISTING FENCE LINE BEING LOCATED SOUTH 02°26'36" WEST 1385.61 FEET ALONG SAID EAST LINE FROM THE NORTHEAST CORNER OF SAID SOUTHWEST QUARTER; RUNNING THENCE ALONG SAID EAST LINE SOUTH 02°26'36" WEST 149.00 FEET; THENCE NORTH 89°29'54" WEST 15.53 FEET; THENCE NORTH 03°30'06" EAST 2.81 FEET; THENCE NORTH 89°25'27" WEST 198.33 FEET; THENCE SOUTH 03°30'06" WEST 110.47 FEET; THENCE NORTH 89°48'17" WEST 353.95 FEET TO AN EXISTING FENCE LINE; THENCE ALONG SAID EXISTING FENCE LINE NORTH 03°37'24" EAST 268.89 FEET TO AN EXISTING FENCE LINE; THENCE ALONG SAID EXISTING FENCE LINE THE FOLLOWING TWO (2) COURSES: (1) NORTH 89°41'50" EAST 270.49 FEET; (2) SOUTH 86°43'16" EAST 296.98 FEET TO THE POINT OF BEGINNING. CONTAINING 2.934 ACRES.

ADJUSTED PARCEL B BOUNDARY DESCRIPTION

A PART OF THE SOUTHWEST QUARTER OF SECTION 31, TOWNSHIP 5 NORTH, RANGE 2 WEST, OF THE SALT LAKE BASE AND MERIDIAN.

BEGINNING AT THE INTERSECTION OF THE EAST LINE OF SAID SOUTHWEST QUARTER AND AN EXISTING FENCE LINE BEING LOCATED SOUTH 02°26'36" WEST 1385.61 FEET ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER AND NORTH 86°43'16" WEST 296.98 FEET AND SOUTH 89°41'50" WEST 270.49 FEET FROM THE NORTHEAST CORNER OF SAID SOUTHWEST QUARTER; RUNNING THENCE ALONG AN EXISTING FENCE LINE SOUTH 03°37'24" WEST 268.89 FEET; THENCE NORTH 89°48'16" WEST 732.29 FEET; THENCE NORTH 02°28'54" WEST 262.25 FEET TO AND EXISTING FENCE LINE; THENCE ALONG SAID EXISTING FENCE LINE NORTH 89°40'44" EAST 737.41 FEET TO THE POINT OF BEGINNING. CONTAINING 4.480 ACRES.

ORIGINAL PARCEL 140430047 BOUNDARY DESCRIPTION

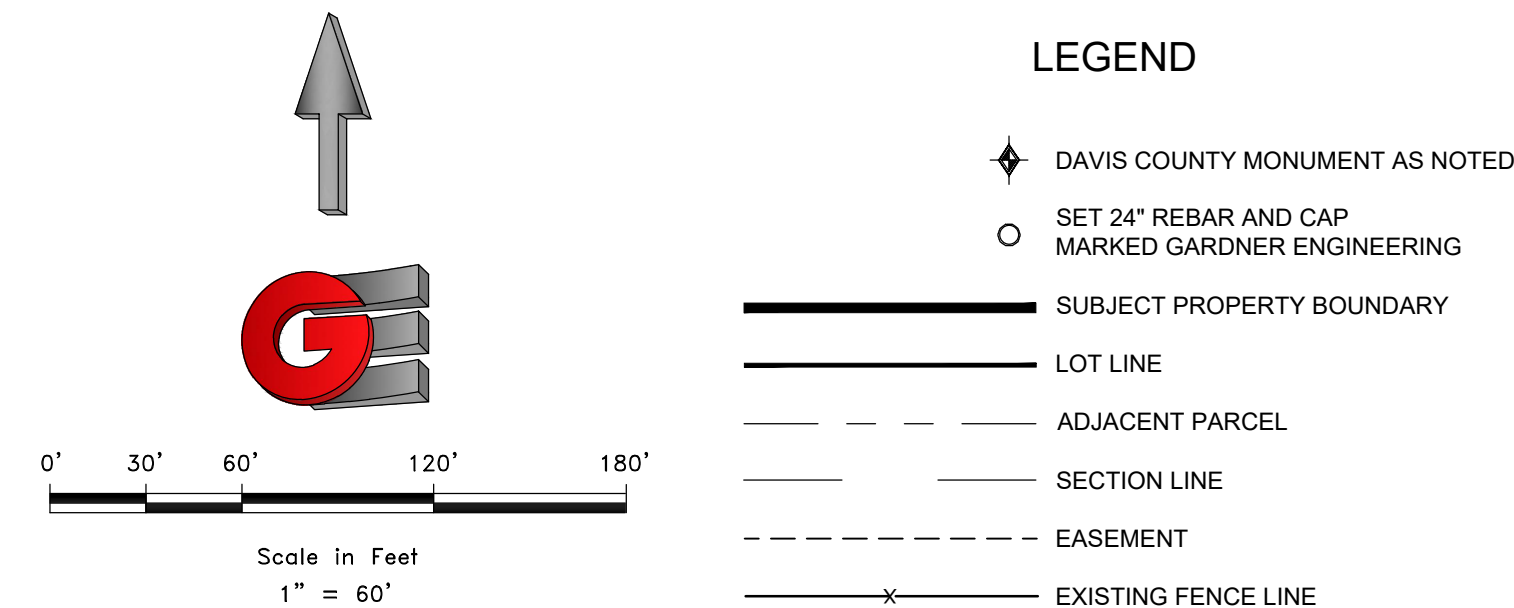
BEG 296.0 FT W OF THE NE COR OF THE SE 1/4 OF THE SW 1/4 OF SEC 31-T5N-R2W, SLM & RUN TH SE'LY ALG THE ARC OF A 64 FT RADIUS CURVE TO THE LEFT 100.53 FT; TH W 1067.2 FT M/L TO SE COR OF LOT 13, BINGHAM ESTATES PHASE 5, SUBD; TH N 385.7 FT M/L TO THE SW COR OF LOT 1, BINGHAM ESTATES PHASE 5, SUBD; TH ALG THE S LINE OF SD SUBD 998.19 FT M/L TO THE W LINE OF 4550 W STR; TH S 319.2 FT M/L TO POB. CONT. 8.80 ACRES.

ORIGINAL PARCEL 140430008 BOUNDARY DESCRIPTION

A PART OF THE SE 1/4 OF THE SW 1/4 OF SEC 31-T5N-R2W, S1B8M, BEG PT ON THE E LINE OF THE SW 1/4 OF SEC 31, BEING S00°06'06" W 1534.61 FT ALG SD OF THE SW 1/4 FR THE CENTER OF SD SEC 31-T5N-R2W, S1B8M, TH THE FOLLOWING COURSES: N 89°50'29" W 15.53 FT TO THE W/RW LINE OF UTAH STATE ROUTE 110; TH N 00°09'31" E 2.81 FT ALG THE S/W 1/2 LINE OF UTAH STATE ROUTE 110 TO A FENCE LINE; TH N 89°46'02" W 806.77 FT ALG SD FENCE LINE & ITS EXTENSION; TH S 00°09'31" W 114.51 FT PARALLEL TO THE S/W R/W LINE OF STATE ROUTE 110 TO A FENCE LINE; TH S 89°51'08" W 477.80 FT ALG SD FENCE LINE & ITS EXTENSION; TH S 89°50'29" W 268.25 FT ALG SD FENCE LINE TO THE EXTENSION OF THE SOUTHERNMOST R/W LINE OF 550 NORTH STR; TH S 89°50'29" W 1304.43 FT ALG THE SOUTHERNMOST R/W LINE OF 550 NORTH STR & ITS EXTENSIONS TO THE E LINE OF THE SW 1/4 OF SEC 31; TH S 00°06'06" W 149.00 FT ALG SD E LINE OF THE SW 1/4 OF SEC 31 TO THE POB. LESS & EXCEPTING AND PORTION OF SD PPTY LYING WITHIN THE ROAD. CONT. 5.573 ACRES

ORIGINAL PARCEL 140430086 BOUNDARY DESCRIPTION

A PART OF THE SE 1/4 OF THE SW 1/4 OF SEC 31-T5N-R2W, SLB&M, BEG PT ON FENCE LINE, SD PT BEING S 00°06'06" W 1640.91 FT ALG THE E LINE OF THE SW 1/4 & W 15.63 FT & S 89°51'08" W 193.34 FT FR THE CENTER OF SD SEC 31-T5N-R2W, SLB&M, TH THE FOLLOWING COURSES: S 89°51'08" W 608.44 FT ALG SD FENCE LINE; TH N 00°31'11" W 114.51 FT PARALLEL TO THE SD W R/W LINE; STATE ROUTE 110 TO AN EXTENSION OF A FENCE LINE; TH S 89°46'02" W 806.43 FT ALG SD EXTENSION OF A FENCE LINE; TH S 00°03'31" W 110.47 FT PARALLEL TO THE SD W R/W LINE OF STATE ROUTE 110 TO THE POB. CONT. 1.571 ACRES



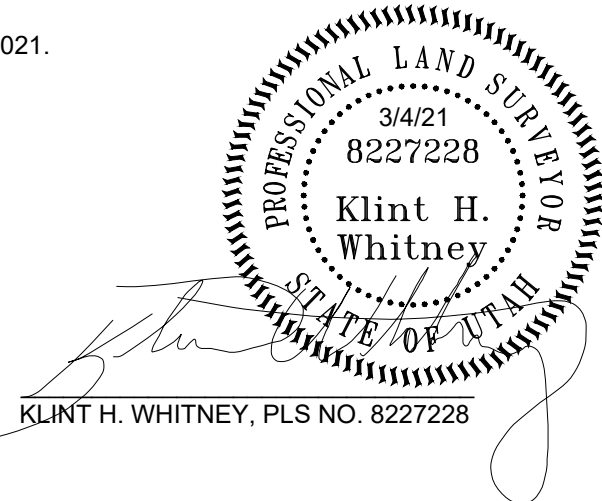
NARRATIVE

THE PURPOSE OF THIS SURVEY WAS TO DO A FENCE LINE AGREEMENT AND ADJUST THE BOUNDARIES OF PARCELS 140430047, 140430088 AND 140430086 AS SHOWN AND DESCRIBED HEREON. THE SURVEY WAS ORDERED BY WEST POINT CITY. THE BASIS OF BEARING IS THE EAST LINE OF THE SOUTHWEST QUARTER OF SECTION 31, TOWNSHIP 5 NORTH, RANGE 2 WEST, OF THE SALT LAKE BASE AND MERIDIAN WHICH BEARS SOUTH 00°26'36" WEST, DAVIS COUNTY, UTAH NORTH, NAD 83 STATE PLANE GRID BEARING. THE BOUNDARY WAS DETERMINED BY WARRANTY DEEDS RECORDED AS ENTRY NUMBERS 851 173, 2700081, 2513768, AND DEEDS OF ADJOINING PROPERTY OWNERS. RECORD OF SURVEY NUMBERS 5104 5105, AND THE DEDICATED PLATS OF BINGHAM ESTATES SUBDIVISIONS WERE ALSO USED TO DETERMINE BOUNDARY LOCATION ALONG WITH THE FOUND MONUMENTS AS SHOWN AND DESCRIBED HEREON.

SURVEYOR'S CERTIFICATE

I, K. LINT H. WHITNEY, DO HEREBY CERTIFY THAT I AM A LICENSED PROFESSIONAL LAND SURVEYOR IN THE STATE OF UTAH AND THAT I HOLD CERTIFICATE NO. 8227228 IN ACCORDANCE WITH TITLE 58, CHAPTER 22, OF THE PROFESSIONAL ENGINEERS AND SURVEYORS ACT. THE INFORMATION SHOWN HEREIN WAS BY AUTHORITY OF THE OWNERS I HAVE COMPLETED A SURVEY OF THE PROPERTY DESCRIBED ON THIS RECORD OF SURVEY PLAT IN ACCORDANCE WITH SECTION 17-23-20 AND HAVE VERIFIED ALL MEASUREMENTS; THAT THE REFERENCE MONUMENTS SHOWN ON THIS RECORD OF SURVEY PLAT ARE LOCATED AS INDICATED AND ARE SUFFICIENT TO TRACE OR REESTABLISH THE SURVEY AND THAT THE INFORMATION SHOWN HEREIN IS SUFFICIENT TO ACCURATELY ESTABLISH THE LATERAL BOUNDARIES OF THE HEREIN DESCRIBED TRACT OF REAL PROPERTY.

SIGNED THIS 4TH DAY OF MARCH, 2021.



REVISIONS	
DATE	DESCRIPTION

SCALE: 1" = 60'

DATE: 3/4/21

DESIGN: *W. J. J. J. J.*

DRAWN: KHW

CHECKED: KHW

DWG. : RLWEST PLOT 1201 - GARY KARP PROPERTY SURVEY DWG KARP PROPERTY DWG

PROPERTY SURVEY FOR WEST POINT CITY
4550 WEST 550 NORTH, WEST POINT, UTAH
LOCATED IN THE SOUTHWEST QUARTER OF SECTION 31,
TOWNSHIP 5 NORTH, RANGE 2 WEST, S.L.B. AND M.



**GARDNER
ENGINEERING**

CIVIL • LAND PLANNING
MUNICIPAL • LAND SURVEYING

5150 SOUTH 375 EAST OGDEN, UT
OFFICE: 801-476-0207 FAX: 801-476-0066
CELL: 801-476-0207

S1
1

RESOLUTION NO. 07-06-2021B

**A RESOLUTION APPROVING PURCHASE
OF WATER SHARES AND PROVIDING
FOR AN EFFECTIVE DATE**

WHEREAS, West Point City (“City”) owns and manages a city park known as Bingham Park; and

WHEREAS, West Point City desires to expand Bingham Park now and/or in the future;

WHEREAS, West Point City has entered into a contract to purchase additional acreage adjacent to Bingham Park subject to approval of the City Council; and

WHEREAS, the City needs additional water to serve the Park and other needs.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WEST POINTY CITY, UTAH, as follows:

SECTION ONE: APPROVAL OF AGREEMENT

The City Council hereby approves the contract attached hereto as Exhibit “A” and authorizes and directs the Mayor and City Recorder to execute said contract for and on behalf of West Point City.

SECTION TWO: EFFECTIVE DATE

This Resolution shall become effective immediately upon passage and adoption.

PASSED AND ADOPTED this 6th day of July, 2021.

WEST POINT CITY,
A Municipal Corporation

ERIK CRAYTHORNE
Mayor

CASEY ARNOLD
City Recorder

CASEY ARNOLD
City Recorder

CERTIFICATE

STATE OF UTAH ()
COUNTY OF DAVIS) ss.
 (

I hereby certify that I am the City Recorder of West Point City, of the State of Utah; that the above and foregoing Resolution No. 07-06-2021B is a full and true and correct copy of the Resolution duly and regularly adopted by the vote of a majority or more of the members of the City Council of said West Point City at a meeting of the City Council of said City duly and regularly called, noticed and held at the City Offices on July 6, 2021, at which meeting a quorum was present and acting, and I was present and acted as City Recorder. That there are no provisions in the law applicable to the City conflicting with said Resolution, and that the said Resolution has not been modified or revoked and still remains in full force and effect.

IN WITNESS WHEREOF, I have hereto set my hand and seal as City Recorder of the City this 6th day of July, 2021.

CASEY ARNOLD
City Recorder

WATER SHARE PURCHASE AND SALE AGREEMENT

This Water Share Purchase and Sale Agreement (“**Agreement**”) is entered into as of July ___, 2021, by and between KAPP INVESTMENT COMPANY, L.L.C., a Utah corporation (“**Seller**”), and WEST POINT CITY, a municipal corporation (“**Buyer**”).

RECITALS

A. Seller is the owner of four (4) shares of stock in Hooper Irrigation Company, a Utah non-profit corporation (“**Water Company**”), represented by Share Certificate No. 7552 (the “**Shares**”).

B. Buyer is interested in purchasing the Shares under the terms and conditions set forth herein and for the price set forth below.

NOW, THEREFORE, in consideration of the promises and agreements set forth below, and in exchange for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows.

AGREEMENT

1. Agreement. In consideration of the mutual promises and covenants set forth in this Agreement, which promises, covenants and consideration are hereby acknowledged to be adequate and legally sufficient, Buyer agrees to buy and Seller agrees to sell the Shares on the terms and conditions set forth in this Agreement.

2. Conveyance of Water Shares. At Closing, as hereafter defined, Seller shall convey the Shares to Buyer by endorsing and transferring Share Certificate No. 7552 representing the Shares (the “**Certificate**”) to Buyer in Buyer’s name. A copy of the Certificate is attached hereto as **Exhibit A**. The consummation of the sale of the Shares by Seller to Buyer (the “**Closing**”) shall occur simultaneously with the purchase of the real property (the “**Closing Date**”) described in that certain Contract for Purchase and Sale of Real Property dated as of ___, 2021 (the “**Real Property PSA**”) by Buyer through an escrow established with the Escrow Agent. In the event the Closing Date has not occurred on or prior to July 31, 2021, Seller may terminate this Agreement.

3. Purchase Price. The total purchase price to be paid by Buyer is Fifty Thousand Dollars (\$50,000).

4. Escrow and Closing. The Closing shall occur on or before July 31, 2021. The Closing shall take place at the offices of Lincoln Title (“**Escrow Agent**”) located at 2225 Washington Blvd., Suite 110, Ogden, Utah 84401. All payments, the Certificate, documents or other items necessary for Closing shall be delivered to Escrow Agent prior to or at Closing. In addition to all other duties, the Escrow Agent shall be responsible for obtaining, prior to or within thirty (30) days after Closing, a new Certificate of Stock issued by Water Company in the name of Buyer for four (4) shares of Water Company stock and will deliver the new Certificate of Stock

to Buyer at or within thirty (30) days following the Closing. Buyer will pay all closing, Escrow, and Escrow Agent Fees.

5. Buyer's Representations. Buyer makes the following representations and warranties which are agreed to constitute a material part of the consideration hereunder, which Seller is relying upon in entering into this transaction, which are true and accurate as of the date of this Agreement, and will be true and accurate as of the date of Closing:

- a. Buyer is a municipal corporation which is duly formed, validly existing and in good standing under the laws of the State of Utah. Buyer has the legal power, right and authority to enter into this Agreement and the instruments to be executed by Buyer pursuant to this Agreement and to consummate the transaction contemplated hereby.
- b. The individuals executing this Agreement and the instruments to be executed by Buyer pursuant to this Agreement on behalf of Buyer have the legal power, right and authority to bind Buyer to the terms and conditions of this Agreement and such instruments.

6. Condition to Seller's Obligations. The obligation of Seller to sale the Shares to Buyer is subject to Buyer simultaneously acquiring fee simple title to the real property and improvements described in the Real Property PSA pursuant to the terms thereof. If the foregoing condition is not satisfied by the July 31, 2021, Seller may terminate this Agreement by providing written notice to Buyer.

7. Broker Fees. Neither Buyer nor Seller has entered into any Agreement nor incurred any obligation to pay any commission to any broker or agent, and both parties agree to indemnify and hold the other harmless from and against any and all liability or damages, including costs and attorney's fees, resulting from any claim brought by any broker or agent for any commission or finder's fee due, or alleged to be due, as the result of the actions of that party.

8. Attorney's Fees. In any action arising out of a breach of this Agreement, including but not limited to enforcement of the payment obligation herein and the Promissory Note executed by Buyer, the prevailing party shall be entitled to its expenses, including but not limited to reasonable attorney's fees and costs incurred in enforcing this Agreement.

9. Time is of the Essence. Time is of the essence regarding the dates and time constraints set forth in this Agreement.

10. Notice. All notices shall be in writing and shall be deemed to have been given on the date of personal service or, if by regular mail, on the date of post mark, addressed to the parties at the following addresses:

Buyer:
West Point City
Attention: City Manager
3200 West 300 North
West Point, UT 84015

Seller:
Kapp Investment Company, L.L.C.
Attn: Gary and Penny Kapp
547 North 4550 West
West Point, UT 84015

Any party may change its address for notice under this Agreement by giving written notice to the other party in accordance with the provisions of this paragraph.

11. Buyer's Remedies. In the event that Seller fails to provide the required documents at Closing or otherwise materially breaches this Agreement, Buyer shall be entitled to terminate this Agreement, provided that Buyer may not terminate this Agreement without a simultaneously termination of the Real Property PSA.

12. Seller's Remedies. In the event that Buyer materially breaches this Agreement, Seller shall be entitled to terminate this Agreement.

13. No Waiver. Any party's failure to enforce any provision of the Agreement shall not constitute a waiver of the right to enforce such provision. The provisions may be waived only in writing signed by the party intended to be benefited by the provisions and a waiver by a party of a breach hereunder by the other Party shall not be construed as a waiver of any succeeding breach of the same or other provisions

14. Drafting Party. This document has been and shall be deemed to be a product of joint drafting by the parties and there shall be no presumption otherwise.

15. Captions. The captions and headings in this Agreement are for convenience only and shall not be considered in construing any provision contained in this Agreement.

16. Warranties to Survive the Closing. All representations, warranties, covenants and indemnities of the parties contained herein shall survive the Closing and shall not be deemed merged in any document delivered pursuant hereto.

17. Entire Agreement. This Agreement and the documents referred to herein constitute the entire agreement between Buyer and Seller. All negotiations, representations, warranties, earnest money, and other agreements between the parties are merged herein.

18. Governing Law. This Agreement shall be subject to and governed by the laws of the State of Utah, and all suits and actions shall be filed in the State and Federal courts located therein.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year indicated.

BUYER:

WEST POINT CITY,
a municipal Corporation

By: _____
ERIK CRAYTHORNE
Mayor

SELLER:

KAPP INVESTMENT COMPANY,
L.L.C., a Utah limited liability company

By: _____
Name: _____
Its: _____

ATTEST:

By: _____
CASEY ARNOLD
City Recorder

EXHIBIT A
WATER SHARES CERTIFICATE

Signature Page to Water Share Purchase and Sale Agreement

Planning Commission Staff Report

Subject: Land Use and Development Code – Public Hearing
Author: Bryn MacDonald
Department: Community Development
Date: July 6, 2021



Background

The City has spent the last year working on a revision to the zoning ordinance. There have been several work meetings with the Planning Commission and City Council. The primary purpose of the proposed new Land Use and Development Code (Title 17) is to revise areas of the code that are not in line with the State Code, consolidate standards in other titles, streamline approval processes, and address and update standards on specific topics.

The Planning Commission has held several work meetings and has now scheduled a public hearing for July 8, 2021.

Analysis

This item is an amendment to the zoning ordinance. This requires a public hearing be held by the Planning Commission and a recommendation be made to the City Council. The PC is holding a public hearing on July 8, 2021. The City Council will then hold a public hearing and adopt the amendment as proposed, modify the amendment, or reject the amendment.

The proposed changes can be placed into one of 4 categories:

1. ***Compliance:*** Several proposed changes/additions fall within this category. The current code does have language that is not in line with the current State Code. For example, the Conditional Use chapter allows you to “deny” an applicant whereas State Code states that conditional uses are permitted and should be allowed as long as reasonable conditions are used. The following are specific areas where this category applies:
 - a. Temporary regulations, exactions, and vested rights
 - b. Noticing requirements for zoning amendments
 - c. Appeal authority
 - d. Conditional uses
 - e. Cannabis production and pharmacy
 - f. Manufactured homes
 - g. Nonconforming use and noncomplying structures
2. ***Repeal and Replace:*** In the process of consolidating standards the following titles were affected and brought into the updated Title 17 Land Use and Development Code:
 - a. Title 2.60 (Planning Commission) – Moved planning commission from Title 2.60 to Title 17

- b. Title 15 (Building and Construction Standards) – Residential construction (15.15) and commercial development standards (15.20) all moved to Title 17 while the rest stays
 - c. Title 16 (Subdivision) – All moved to Title 17
 - d. Title 18 (Land Use) – All moved to Title 17
- 3. **Minor Text Changes:** There are over 200 “minor text” changes in the proposed document. Some of those changes include adding “as adopted by the City” to the end of a sentence or adding “Community Development Director or designee” to be consistent throughout the code or clarifying the text.
- 4. **Policy Changes:** The changes listed above in the other categories only add clarification and are not major policy changes. There are, however, several proposed policy changes throughout the code. These have been reviewed by the Planning Commission during the past several months and include the following:
 - a. Process for amendments to the Land Use code and/or General Plan (17.00.090)
 - b. Addition of “Zoning Conditions” (17.00.090(J))
 - c. Clarifying standards and approval procedures for Conditional Uses (17.20.030)
 - d. Adding “administrative review/approval” for certain uses in the Table of Land Use Regulations (17.60.050)
 - e. Addition of “Zoning Chapters” (17.60.060) Each zone will be represented by each chapter with individual standards and references to applicable regulations
 - f. Deck and patio encroachment standards (17.70.020 (D))
 - g. New setback standards for Accessory Buildings (17.70.030)
 - h. Subdivision approving bodies (17.130.040)(17.130.050) Planning Commission will see all preliminary plats and will not see final plat. City Council will only see final plats

Recommendation

This item is on for discussion only. No action is required at this time.

Significant Impacts

None

Attachments

Draft Land Use and Development Code

Chapter 17.00 Administration and Enforcement

17.00.010 Short title.
17.00.020 Purpose.
17.00.030 Intent.
17.00.040 Effect on previous ordinances and maps.
17.00.060 Conflict.
17.00.070 Nuisance and abatement.
17.00.080 Penalties.
17.00.090 Amendments to Land Use Regulations and the General Plan.
17.00.100 City Compliance.
17.00.110 Temporary Regulations.
17.00.120 Exactions.
17.00.130. Vested Rights.
17.00.140 Private Property Protection Procedures.
17.00.150 Eminent Domain Guidelines.
17.00.160 Impact Fees.
17.00.170 Development Agreements

17.00.010 Short title.

This title shall be known as the Land use and development code or the “Code” of West Point City and may be so cited and pleaded. Said title shall be referred to herein as “this title,” and the chapters and sections hereinafter referred to shall be chapters and sections of this title.

17.00.020 Purpose.

This title and the regulations and restrictions contained herein are adopted and enacted for the purpose of enacting the rules and regulations for land use in West Point. The General Plan is the foundation for establishing goals, purposes, and activities allowed on each land parcel to provide compatibility and continuity to the entire region as well as each individual neighborhood for the present and future inhabitants of West Point City. The General Plan sets a future vision for the City and the zoning implements that vision. The land use and development code is adopted to implement the evolving objectives of the General Plan and the following goals:

- A. To encourage and facilitate the orderly growth and development of the City.
- B. To provide adequate open space for light and air, to prevent overcrowding of the land, and to lessen congestion on the streets.
- C. To secure economy in municipal expenditures, to facilitate adequate provision for transportation, water, sewage, schools, parks and other public facilities and services.
- D. To increase the security of home life and preserve and create a more favorable environment for the citizens and visitors of West Point City.
- E. To secure safety from fire and other dangers.
- F. To stabilize and improve property values.
- G. To enhance the economic and cultural well-being of the inhabitants of West Point City.
- H. To promote the development of a serviceable and attractive City resulting from an orderly, planned use of resources and infrastructure.

17.00.030 Intent.

It is hereby declared to be the intent of the City Council of West Point City that this title and the regulations set forth herein shall be so construed as to further the purpose of this title and promote the objectives and characteristics of the respective zone.

17.00.040 Effect on previous ordinances and maps.

The existing ordinances of West Point City covering planning and the zoning of areas and districts in the City in their entirety and including the maps heretofore adopted and made a part of said ordinances, are hereby superseded and amended to read as set forth herein; provided, however, that this title, including the attached maps, shall be deemed a continuation of previous ordinances, and not a new enactment, insofar as the substance of revisions of previous ordinances are included in this title, whether in the same or in different language; and this title shall be so interpreted upon all questions of construction, including but not limited to questions of construction relating to tenure of officers and boards established by previous ordinances and to questions of conforming or nonconforming uses, buildings or structures, and to questions as to the dates upon which such uses, buildings, or structures became conforming or nonconforming.

17.00.050 Interpretation.

In interpreting and applying the provisions of this title, the requirements contained herein are declared to be the minimum requirements for the purposes set forth. The Community Development Director shall act as the land use authority to interpret the ordinance to members of the public, City departments, and to other branches of government, subject to general and specific policies established by the Planning Commission and City Council. Upon request, the Community Development Director shall make a written interpretation of the text of this title.

17.00.060 Conflict.

This title shall not nullify the more restrictive provisions of covenants, agreements, or other ordinances or laws, but shall prevail notwithstanding such provisions which are less restrictive. All Federal and State laws shall apply.

17.00.070 Nuisance and abatement.

Any building or structure erected, constructed, altered, enlarged, converted, moved, or maintained contrary to the provisions of this title, and any use of any land, building, or premises established, conducted, or maintained contrary to the provisions of this title, shall be, and the same hereby is declared to be unlawful and a public nuisance, and the City Attorney of West Point City shall, upon request of the City Manager, immediately commence action or proceedings for the abatement and removal and enjoinder thereof in the manner provided by law, and shall take other steps and shall apply to such courts as may have jurisdiction to grant such relief as will abate and remove such building or structure, and restrain and enjoin any person, firm, or corporation from erecting, building, maintaining, or using any such building or structure or using property contrary to the provisions of this title. The remedies provided for herein shall be cumulative and not exclusive.

17.00.080 Penalties.

Any person, firm, or corporation, whether as principal agent, employed or otherwise, violating or causing or permitting the violation of any of the provisions of this title shall be guilty of a Class C misdemeanor. Such person, firm, or corporation shall be deemed to be guilty of a separate offense for each and every day during which any portion of any violation of this title is committed, continued, or permitted by such person, firm, or corporation, and shall be punishable as herein provided.

17.00.090 Amendments to Land Use Regulations and the General Plan.

- A. The City Council, after a recommendation from the Planning Commission, may amend the number, shape, boundaries, or area of any zoning district; any regulation of or within the zoning district; the general plan, or any other provisions of this title.
- B. Amendments may be initiated by the City Council, the Planning Commission, or by one or more owners of property affected by the proposed amendment. Unless initiated by the City Council or Planning Commission, no amendment shall be considered without evidence of the acquiescence therein of the owners of the property involved.
- C. The amendments may only occur in accordance with the following procedure:

- D. Submission: Any person, including staff, the Planning Commission or City Council, seeking an amendment to this title, the zoning map or the general plan shall submit to the Planning Commission, on application forms provided by the City, generally including the following:
1. A description of the specific amendment to this title or zoning map.
 2. The reason and justification for the proposed amendment addressing all of the following:
 - a. How the proposed amendment would further the purpose and intent of this title.
 - b. How the proposed zoning amendment is consistent with the general plan.
 - c. How the proposed amendment meets the needs and policy of the City as expressed by the legislative body in stated goals and objectives found in the general plan; and
 - d. If the proposed amendment is inconsistent with the general plan, the applicant shall submit, concurrently with the amendment application, an application for amendment to the general plan.
 3. Supporting documentation, maps, conceptual site plans, elevations of proposed buildings, studies and any other information that would promote informed decision-making by the City Council:
 4. The payment of the appropriate fee in accordance with the City fee schedule.
- E. Upon receipt of the application, the Planning Commission, in its regularly scheduled meeting, shall conduct a public hearing and receive information from the applicant and other interested parties, which may affect the request for amendment. The Planning Commission, after consideration of this information, shall make a recommendation to the City Council on the proposed amendment.
- F. A copy of any proposed amendment shall be submitted to the City Council and shall be accompanied by the recommendations of the Planning Commission.
- G. After receipt of a copy of any amendment from the Planning Commission and before adopting any amendment, the City Council shall set the matter for public hearing.
- H. After the public hearing, the City Council may:
1. Adopt the amendment as proposed,
 2. Modify the amendment and adopt or reject the amendment; or
 3. Reject the amendment.
- I. In case an application for a change of zone district is denied, a new application for the same zoning change affecting the same property shall not be eligible for reconsideration for one year subsequent to such denial.
- J. Conditions to Zoning Map Amendments:
1. In order to provide more specific land use designations and land development suitability, to ensure that proposed development is compatible with surrounding neighborhoods, and to provide notice to property owners of limitations and requirements for development of property, conditions may be attached to any zoning map amendment which limit or restrict the following:
 - a. Uses;
 - b. Dwelling unit density;
 - c. Building square footage; and
 - d. Height of structures.
 2. A zoning map amendment attaching any of the conditions set forth in subsection J1 of this section shall be designated "ZC" after the zoning classification on the zoning map.
 3. If any zoning condition is declared invalid by a court of competent jurisdiction, then the entire zoning map amendment shall be void. Any deletion in or change to a zoning condition shall be considered an amendment to this title and shall be subject to the requirements of this chapter.
 4. The attachment of conditions to any zoning map amendment shall not affect the applicability of the requirements of any conditional use.

17.00.100 City Compliance.

The City is bound by the terms and standards of applicable land use ordinances and shall comply with mandatory provisions of those ordinances.

17.00.110 Temporary Regulations.

- A. The City Council may, without prior consideration of or recommendation from the Planning Commission, enact an ordinance establishing a temporary land use regulation for any part or all of the area within the municipality if:
 - a. the legislative body makes a finding of compelling, countervailing public interest; or
 - b. the area is unregulated.
- B. A temporary land use regulation under Subsection (A) may prohibit or regulate the erection, construction, reconstruction, or alteration of any building or structure or any subdivision approval.
- C. A temporary land use regulation under Subsection (A) may not impose an impact fee or other financial requirement on building or development.
- D. The City Council shall establish a period of limited effect for the ordinance not to exceed six months.

17.00.120 Exactions.

The City may impose an exaction or exactions on proposed land use development if:

- A. an essential nexus exists between a legitimate governmental interest and each exaction; and
- B. each exaction is roughly proportionate, both in nature and extent, to the impact of the proposed development.

17.00.130. Vested Rights.

An applicant is entitled to approval of a land use application if:

- A. The application conforms to the requirements of the zoning map and applicable land use ordinance in effect when a complete application is submitted and all fees have been paid, unless:
- B. The governing body, on the record, finds that a compelling, countervailing public interest would be jeopardized by approving the application; or
 - 1. in the manner provided by local ordinance and before the application is submitted, the municipality has formally initiated proceedings to amend its ordinances in a manner that would prohibit approval of the application as submitted.
- C. The City shall process an application without regard to proceedings initiated to amend the municipality's ordinances if:
 - 1. 180 days have passed since the proceedings were initiated: and
 - 2. The proceedings have not resulted in an enactment that prohibits the approval of the application as submitted.
 - 3. An application for a land use approval is considered submitted and complete when the application is provided in a form that complies with the requirements of applicable ordinances and all applicable fees have been paid.
- D. The continuing validity of an approval of a land use application is conditioned upon the applicant proceeding after approval to implement the approval with reasonable diligence. The City shall not impose on a holder of an issued land use permit a requirement that is not expressed in the land use permit or in documents on which the land use permit is based or in the City ordinances.
- E. The City will not withhold issuance of a certificate of occupancy because of an applicant's failure to comply with a requirement that is not expressed in the building permit or in documents on which the building permit is based or in the City ordinances.
- F. The City is bound by the terms and standards of applicable land use ordinances and shall comply with mandatory provisions of those ordinances.

17.00.140 Private Property Protection Procedures.

- A. Policy considerations. The City favors the careful consideration of matters involving constitutional taking claims as defined by the Private Property Protection Act (hereinafter referred to as the "Act"). The legitimate role of government in lawfully regulating real property must be preserved and the public's right to require the dedication or exaction of property must be consistent with the Constitution. It is desired that a procedure be established for the review of actions that may involve the issue of a constitutional taking. This [Section](#) shall assist the City in considering decisions that may involve constitutional takings. This [Section](#) is intended to provide a means for review of claims by citizens that a specific City action should require payment of just compensation yet preserve the ability of the City to regulate real property and fulfill its other duties and functions.
- B. Regulating provisions.
1. "Constitutional taking" means actions by the City involving the physical taking or exaction of private real property that might require compensation to a private real property owner because of:
 - a. The Fifth or Fourteenth Amendment to the Constitution of the United States;
 - b. Article I, Section 22, of the Utah Constitution;
 - c. Any recent court rulings applicable to the physical taking or exaction of private real property by a government entity.
 2. Actions by the City involving the physical taking or exaction of private real property is not a constitutional taking if the physical taking or exaction:
 - a. Bears a reasonable nexus to a legitimate governmental interest; and
 - b. Is roughly proportionate and reasonably related, on an individualized property basis, both in nature and extent, to the impact of the proposed development on the legitimate government interest.
 3. This chapter does not apply when the City formally exercises its power of eminent domain.
- C. Guidelines advisory. The guidelines adopted and decisions rendered pursuant to the provisions of this chapter are advisory only and shall not be construed to expand or limit the scope of the City's liability for a constitutional taking.
- D. Review of decision. Any owner of private real property who claims there has been a constitutional taking of private real property may request a review of a final decision of any officer, employee, board, commission, or council of the City. The following are specific procedures established for such review:
1. The person requesting a review (hereinafter referred to as the "appellant") must have obtained a final and authoritative determination, internally, within the City relative to the decision from which the review is requested.
 2. Within 30 days from the date of the final decision that gave rise to the concern that a constitutional taking has occurred, the appellant shall file, in writing, in the office of the City recorder a request for review of that decision. A copy shall also be filed with the City Manager and the City attorney.
 3. The City Council shall immediately set a time to review the decision that gave rise to the constitutional takings claim.
 4. In addition to the written request for review, the appellant must submit, prior to the date of the review, the following:
 - a. Name of the appellant.
 - b. Name and business address of the current owner of the property, form of ownership, and if owned by a corporation, partnership, or joint venture, name and address of all principal shareholders or partners.
 - c. A detailed description of the grounds for the claim that there has been a constitutional taking.
 - d. A detailed description of the property alleged to have been taken.

- e. Evidence and documentation as to the value of the property taken, including the date and cost at the date the property was acquired. This should include any evidence of the value of that same property before and after the alleged constitutional taking, the name of the party from whom purchased, including the relationship, if any, between the appellant and the party from whom the property was acquired.
 - f. Nature of the protectable interest claimed to be affected, such as, but not limited to, fee simple ownership, leasehold interest.
 - g. Terms (including sale price) of any previous purchase or sale of a full or partial interest in the property in the three years prior to the date of application.
 - h. All appraisals of the property prepared for any purpose, including financing, offering for sale, or ad valorem taxation, within the three years prior to the date of application.
 - i. The assessed value of and ad valorem taxes on the property for the previous three years.
 - j. All information concerning current mortgages or other loans secured by the property, including name of the mortgagee or lender, current interest rate, remaining loan balance and term of the loan and other significant provisions, including, but not limited to, right of purchasers to assume the loan.
 - k. All listings of the property for sale or rent, price asked and offers received, if any, within the previous three years.
 - l. All studies commissioned by the appellant or agents of the appellant within the previous three years concerning feasibility of development or utilization of the property.
 - m. For income-producing property, itemized income and expense statements from the property for the previous three years.
 - n. Information from a title policy or other source showing all recorded liens or encumbrances affecting the property; and
 - o. The City Council may request additional information reasonably necessary, in its opinion, to arrive at a conclusion concerning whether there has been a constitutional taking.
 - p. An appeal shall not be deemed to be perfected until the City Recorder certifies to the appellant that all the materials and information required have been received by the City. The City recorder shall promptly notify the appellant of any incomplete application.
- 5. The City Council shall hear all the evidence related to and submitted by the appellant, City, or any other interested party.
 - 6. A final decision shall be rendered within 14 days from the date the complete application for review has been received by the City Recorder. The decision of the City Council regarding the results of the review shall be given in writing to the appellant and the officer, employee, board, commission or council that rendered the final decision that gave rise to the constitutional taking claim.
 - 7. If the City Council fails to decide the claim within 14 days, the decision appealed from shall be presumed to be approved.
- E. Reviewing guidelines. The City Council shall review the facts and information presented by the appellant to determine whether or not the action by the City constitutes a constitutional taking as defined in this chapter. In doing so, the council shall consider:
- 1. Whether the physical taking or exaction of the private real property bears an essential nexus to a legitimate governmental interest.
 - 2. Whether a legitimate governmental interest exists for the action taken by the City.
 - 3. Whether the property and exaction are roughly proportionate and reasonably related, on an individual property basis, both in nature and extent, to the impact caused by the activities that are the subject of the decision being reviewed.

- F. Results of review. After completing the review, the City Council shall make a written recommendation to the officer, employee, board, commission or council that made the decision that gave rise to the constitutional takings claim.

17.00.150 Eminent Domain Guidelines.

Whenever the City determines that there is a need to exercise the right and power of eminent domain for the purpose of acquiring any interest in real property, the following guidelines shall be followed by the City, whenever desirable:

- A. Site selection. The City administration shall explore all feasible sites and determine which site will best meet the needs of the City.
- B. Title report. Once a primary site has been selected, a preliminary title report should be obtained for review by the City attorney.
- C. Engineering evaluation. Whenever appropriate, the primary site shall be reviewed by the City engineer to determine whether or not the site is suitable for the intended City purpose.
- D. Appraisal report. Whenever appropriate, the City administration shall obtain an appraisal of the primary site.
- E. Local government contact. Whenever appropriate, the City shall contact the governmental entities which may be affected by the acquisition.
- F. Final evaluation. After all of the preceding steps have been taken, if appropriate, the City shall determine to proceed with the acquisition.
- G. Contact with owner. After a final site selection has been made, there may be contact with the property owner, when appropriate, for the purpose of attempting to negotiate a purchase of the site. Negotiations should consider special needs of the property owner. If a contract is negotiated with the owner, the contract should include all issues with the property owner and be reduced to writing, subject to approval by the City Council.
- H. Eminent domain proceedings. If the property cannot be acquired through negotiation or, if negotiation would not be in the best interest of the City, the City Council should adopt a resolution directing the City attorney to acquire the property interest through the exercise of eminent domain.

17.00.160 Impact Fees.

- A. Purpose. This section establishes the City's impact fee policies and procedures and is promulgated pursuant to the requirements of the Utah Impact Fees Act. This section establishes or re-enacts impact fees for public facilities within the respective service area, describes certain capital improvements to be funded by impact fees, provides a schedule of impact fees for differing types of land use development, and sets forth direction for challenging, modifying and appealing impact fees.
- B. Written impact fee analysis.
 - 1. Executive Summary. A summary of the findings of the written impact fee analysis that is designed to be understood by a lay person is included in each of the impact fee facilities plans and impact fee analyses and demonstrates the need for impact fees to be charged. The impact fee facilities plans and impact fee analyses are available for review at City Hall. A copy of the executive summaries has been available for public inspection at least 10 days prior to the adoption of this chapter.
 - 2. Written Impact Fee Analysis. The City has prepared impact fee facilities plans and impact fee analyses that identify the impacts upon public facilities required by the development activity and demonstrates how those impacts on system improvements are reasonably related to the development activity, estimates the proportionate share of the costs of impacts on system improvements that are reasonably related to the development activity and identifies how the impact fees are calculated. A copy of the impact fee facilities plans and impact fee analyses has been available for public inspection at least 14 days prior to the adoption of the ordinance codified in this chapter.
 - 3. Proportionate Share Analysis. The City must prepare a proportionate share analysis which analyzes whether or not the proportionate share of the costs of future public

facilities is reasonably related to new development activity. The proportionate share analysis must identify the costs of existing public facilities, the manner of financing existing public facilities, the relative extent to which new development will contribute to the cost of existing facilities and the extent to which new development is entitled to a credit for payment towards the costs of new facilities from general taxation or other means apart from user charges in other parts of the City. A copy of the proportionate share analysis is included in the impact fee facilities plans and impact fee analyses and has been available for public inspection at least 10 days prior to the adoption of this chapter.

C. Impact fee calculations.

1. The City Council approves impact fees in accordance with the written impact fee analyses.
 - a. In calculating the impact fee, the City has included the construction costs, land acquisition costs, costs of improvements, fees for planning, surveying, and engineering services provided for and directly related to the construction of system improvements, and debt service charges if the City might use impact fees as a revenue stream to pay principal and interest on bonds or other obligations to finance the cost of system improvements.
 - b. The City has held the required public hearing and a copy of the ordinance adopting this chapter was available in its substantially final form at City Hall, 3200 West 300 North, and the City recorder's office in the West Point City Hall at least 10 days before the date of the hearing, all in conformity with the requirements of Section 10-9a-205, Utah Code Annotated 1953.
 - c. This chapter adopting or modifying an impact fee will contain such detail and elements as deemed appropriate by the City Council, including a designation of the service area within which the impact fees are to be calculated and imposed. The City service area will be the service area included in this analysis, which is defined as all of the areas within the corporate limits and jurisdictional boundaries of the City.
 - d. The standard impact fee may be adjusted at the time the fee is charged in response to unusual circumstances or to fairly allocate costs associated with impacts created by a development activity or project. The standard impact fee may also be adjusted to ensure that impact fees are imposed fairly for affordable housing projects, in accordance with the City's affordable housing policy, and other development activities with broad public purposes. The impact fee assessed to a particular development may also be adjusted should the developer supply sufficient written information and/or data to the City showing a discrepancy between the fee being assessed and the actual impact on the system.
 - e. To the extent that new growth and development will be served by previously constructed improvements, the City's impact fees may include public facility costs and outstanding bond costs related to the public facilities improvements previously incurred by the City. These costs may include all projects included in the impact fee facilities plan which are under construction or completed but have not been utilized to their capacity, as evidenced by outstanding debt obligations. Any future debt obligations determined to be necessitated by growth activity will also be included to offset the costs of future capital projects.
2. A developer, including a school district or charter school, may be allowed a credit against impact fees for any dedication of land for system improvements, a dedication of a public facility that will result in a reduced need for system improvements, or improvement to land or new construction of system improvements provided by the developer; provided, that it is (1) identified in the City's impact fee facilities plan and (2) required by the City as a condition of approving the development activity. Otherwise, no credit may be given.

3. The City will establish separate interest-bearing ledger accounts for each type of public facility for which an impact fee is promulgated in accordance with the requirements of the Impact Fees Act and deposited in the appropriate ledger account. Interest earned on each fund or account shall be segregated to that account. Impact fees collected prior to the effective date of this chapter need not meet the requirements of this section.
 - a. At the end of each fiscal year, the City shall prepare a report on each fund or account generally showing the source and amount of all monies collected, earned and received by the fund or account and each expenditure from the fund or account.
 - b. The City may expend impact fees covered by the impact fee policy only for system improvements that are (a) public facilities identified in the City's impact fee facilities plan and (b) of the specific public facility type for which the fee was collected.
 - c. Impact fees collected pursuant to the requirements of this impact fees policy are to be expended, dedicated or encumbered for a permissible use within six years of the receipt of those funds by the City, unless the City Council directs otherwise. For purposes of this calculation, the first funds received shall be deemed to be the first funds expended.
 - d. The City may hold previously dedicated or unencumbered fees for longer than six years if it identifies in writing (a) an extraordinary and compelling reason why the fees should be held longer than six years and (b) an absolute date by which the fees will be expended.
 4. The City shall refund any impact fees paid by a developer plus interest actually earned when (1) the developer does not proceed with the development activity and files a written request for a refund; (2) the fees have not been spent or encumbered; and (3) no impact has resulted. An impact that would preclude a developer from a refund from the City may include any impact reasonably identified by the City, including, but not limited to, the City having sized facilities and/or paid for, installed and/or caused the installation of facilities based in whole or in part upon the developer's planned development activity even though that City may, at some future time, be utilized by another development.
 5. The impact fees authorized hereby are separate from and in addition to user fees and other charges lawfully imposed by the City and other fees and costs that may not be included as itemized component parts of the impact fee schedule. In charging any such fees as a condition of development approval, the City recognizes that the fees must be a reasonable charge for the service provided.
 6. Unless the City is otherwise bound by a contractual requirement, the impact fee shall be determined from the fee schedule in effect at the time of payment.
 7. The City will collect the impact fees at the time of building permit issuance. The fees will be calculated by the City.
 8. Should any developer undertake development activities such that the ultimate density or other impact of the development activity is not revealed to the City, either through inadvertence, neglect, a change in plans, or any other cause whatsoever, and/or the impact fee is not initially charged against all units or the total density within the development, the City shall be entitled to charge an additional impact fee to the developer or other appropriate person covering the density for which an impact fee was not previously paid.
- D. **Impact fee facilities plan.** The City has developed an impact fee facilities plan for each public facility, when required by state law. The impact fee facilities plan has been prepared based on reasonable growth assumptions for the City and general demand characteristics of current and future users of the public facilities. Furthermore, the impact fee facilities plan identifies the impact on system improvements created by development activity and estimates the proportionate share

of the costs of impacts on system improvements that are reasonably related to new development activity.

E. Impact fee schedules and formulas.

1. The fee schedules included in the impact fee analyses, as adopted by ordinance, and adopted herein by reference, represent the maximum impact fees which the City may impose on development within the defined service area and are based upon general demand characteristics and potential demand that can be created by each class of user. The City reserves the right as allowed by law to assess an adjusted fee to respond to unusual circumstances to ensure that fees are equitably assessed.
2. The City may decrease the impact fee if the developer can provide documentation that the proposed impact will be less than what could be expected given the type of user (Section 11-36a-402(1)(d), Utah Code Annotated 1953).
3. The City reserves the right to establish the impact fees, that were enacted by ordinance, by rate resolution or consolidated fee schedule. In no event will the impact fees established by resolution exceed the maximum supportable impact fee schedule.

A. Fee exceptions and adjustments.

1. The City may adjust the impact fees imposed pursuant to this chapter as necessary in order to:
 - a. Respond to unusual circumstances in specific cases;
 - b. Ensure that the impact fees are imposed fairly;
 - c. Ensure that the fee represents the proportionate share of the costs of providing such facilities which are reasonably related to and necessary in order to provide the services in question to anticipated future growth and development activities;
 - d. Allow credits against impact fees for dedication of land for improvement to or new construction of any system improvements which are identified in the capital facilities plan and required by the City as a condition of approving the development activity. No credits shall be given for project improvements. The determination of what constitutes a project improvement will, of necessity, vary somewhat depending on the specific facts and circumstances presented by the nature, size and scope of any particular development activity. All new development activity will be required to install site improvements and facilities which are reasonably necessary to service the proposed development at adopted level of service standards; and
 - e. Exempt low income housing and other development activities with broad public purposes from impact fees and establish one or more sources of funds other than impact fees to pay for that development activity.
2. The Mayor or his designee shall have the authority to make such adjustments based upon reliable information submitted by an applicant and any recommendation from the City staff.
3. The mayor may enforce policies consistent with this chapter and any resolutions passed by the City Council to assist in the implementation, administration and interpretation of this chapter related to impact fees.
4. If the applicant, person, or entity is not satisfied with the decision of the City, a further appeal may be made under the procedures set forth in Section 11-36a-703, Utah Code Annotated 1953.

17.00.170 Development Agreements.

The City Council is hereby authorized to enter into a developers agreement with individuals and/or entities. The City Council may require a developers agreement for any development, rehabilitation, reconstruction, or placement of improvements upon any property, for which a permit would be required, for the purpose of:

- A. Addressing issues of the density of developments when required to balance competing interests.
- B. Resolving issues regarding unique features or challenges confronting development.
- C. Protecting sensitive lands.

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- D. Protecting public properties and interests.
- E. Clarifying the application of code requirements or city standards.
- F. Ensuring the adherence to the overall intent of the city code.
- G. For any purpose consistent herewith or when mutually agreed upon with the developer.

Chapter 17.10 Definitions

Explanation.

Unless the context requires otherwise, the following definitions shall be used in the interpretation and construction of this title. Words used in the present tense include the future, the singular number shall include the plural, and the plural, the singular; the word "building" shall include the word "structure"; the word "used" shall include arranged, designed, constructed, altered, converted, rented, leased, or intended to be used; and the word "shall" is mandatory and not directory.

For the purposes of this title, certain terms and words are defined and are used in this title in that defined context. Any words in this title not defined in this chapter shall be as defined in "Webster's Collegiate Dictionary".

A use which is not specifically listed on the table of permitted and conditional uses for a zoning district, or which does not fall within a generic definition as defined in this chapter, or as interpreted by the zoning administrator pursuant to Section 17.00.050 of this title, is prohibited.

17.10. Definitions.

"Abandoned well" means a well whose purpose and use has been permanently discontinued or a well that is in a state of disrepair and its intended purpose cannot reasonably be achieved. A well can be abandoned only after being properly sealed according to the requirements of the State of Utah Administrative Rules for Water Well Drillers, R655-4-12.

"Accessory Apartment" a subordinate dwelling unit located within or detached from the main dwelling that includes living space, sleeping space, a kitchen and at least a ¾ bathroom.

"Accessory dwelling unit" means a secondary habitable living unit added to, created within, or detached from a primary single-family dwelling and contained on one lot.

"Accessory use or building" means a use or structure subordinate to the principal use of a building or principal use on the same lot and serving a purpose customarily incidental to the use of the principal building or use. Garden sheds, garages, greenhouses, storage shelters, and covered unattached patios that are not equipped for use as living quarters are accessory buildings.

"Adjacent landowner" means any property owner of record, according to the records of the county recorder, whose property adjoins or abuts property proposed for subdivision, or any portion thereof.

"Administrative decision" means any final order, requirement, decision, determination or interpretation made by a Land Use Authority in the administration or the enforcement of this title.

"Adversely affected party" means a person other than a land use applicant who: (a) owns real property adjoining the property that is the subject of a land use application or land use decision; or (b) will suffer a damage different in kind than, or an injury distinct from, that of the general community as a result of the land use decision.

"Agent" or "owner" means any person who is legally authorized to act for the property owner.

"Agriculture" means the tilling of the soil, the raising of crops, horticulture and gardening, but not including the keeping or raising of farm animals and fowl, except household pets, and not including any intensive commercial agricultural operations industry or business, such as fruit packing plants, fur farms, animal hospitals, greenhouses, or similar uses.

“Agriculture, Intensive” means the raising of crops combined with industry or business, such as fruit packing plants, fur farms, animal hospitals, greenhouses, or similar uses.

“Alley” means a private street with curb and gutter on both sides that provides access to the rear of residential or commercial buildings with a minimum width of 25 feet measured from the back of curb to the back of curb. Alleys do not provide access to more than 15 lots or units. Units or lots that have rear access from an alley also have frontage on a public road or a private road.

“Alteration” means a change or rearrangement in the structural parts or its design, whether by extending on a side, by increasing in area or height, or in moving from one location or position to another.

“Allowed uses” for water source protection regulations means a use, activity, or practice of which does not create a risk of water source contamination in the specified zone significant enough to require the implementation of regulatory requirements and best management practices and, therefore, the use is allowed.

“Amusement arcade” means a building or part of a building in which four or more mechanical or electronic amusement devices are offered for use.

“Animal hospital” means a place where animals or pets are given medical or surgical treatment and the boarding of animals is limited to short-term care incidental to the hospital use.

“Antenna” means a device used in telecommunications that radiates or captures radio signals.

Apartment House. See “dwelling, multiple.”

“Applicant” means the owner of land proposed to be subdivided or such owner’s duly authorized agent. Any agent must have written authorization from the owner.

“Appeal Authority” means the person, board, commission, agency, or other body designated by ordinance to decide an appeal of a decision of a land use application or a variance.

“Automobile service station” means a place where gasoline or other major fuel or lubricating oil or grease for operating motor vehicles is offered for sale to the public and deliveries are made directly into motor vehicles, and where services are performed to include tube and tire repair, battery charging, storage of merchandise, lubricating of automobiles, and automobile washing, and not to include repairs performed of a minor or major type, except replacement of plugs, lights, fan belts, and other small parts.

“Basement” means a story whose floor is more than 12 inches below the average level of the adjoining ground, but where no more than one-half of its floor-to-ceiling height is below the average contact level of the adjoining ground (as distinguished from a “cellar”).

“Beekeeping” means the noncommercial occupation of owning and breeding bees for their honey.

“Beginning of construction” means demolition, elimination, and removal of an existing structure preparatory to new construction, or the incorporation of labor and materials in the foundation of a building or buildings.

“Best management practices” for water source regulations means a practice or combination of practices determined to be the most effective practicable means of conducting a land use activity to minimize the potential for becoming a water pollution source (including technological, economic, and institutional considerations).

“Big Box Retail” means a retail business (s) occupying a building with over 80,001 square feet for the first floor (the footprint).

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"Block" means the land surrounded by streets and other rights-of-way other than an alley, or land which is designated as a block on any recorded subdivision plat.

"Boarding or lodging house" means a dwelling or part thereof where meals and/or lodging are provided, for compensation, for three or more nontransient persons, other than members of the resident family.

"Bona fide division or partition of land for agricultural purposes" shall mean the division of a parcel of land into two or more lots none of which is less than five acres in area, and where no dedication of any street is required to serve any such lots or parcels of land so created.

"Building" means any structure having a roof supported by columns or walls, used or intended to be used for the shelter or enclosure of persons, animals, or property.

"Building, front line of" means the line of that face of the building or structure nearest the front line of the lot. This face includes sun parlors, bay windows, covered and/or uncovered porches whether enclosed or unenclosed, but does not include uncovered steps less than four feet above grade and eaves overhanging less than two feet.

"Building height" means the vertical distance from the finished grade of the ground to the highest point of the structure.

"Building, main" means a building in which is conducted the principal use of the building site on which it is situated. In any R district, any dwelling shall be deemed to be a main building on the building site on which it is located.

"Building line" means a vertical surface intersecting the ground along a line at which the front of the building occupies the lot on which it is constructed.

"Cannabis cultivation facility" means a person that possesses cannabis; grows or intends to grow cannabis; and sells or intends to sell cannabis to a cannabis cultivation facility, a cannabis processing facility, or a medical cannabis research licensee.

"Cannabis pharmacy" means a business, licensed by the State of Utah, to distribute cannabis products by prescription for medical purposes.

"Cannabis processing facility" means a person that acquires or intends to acquire cannabis from a cannabis production establishment; possesses cannabis with the intent to manufacture a cannabis product; manufactures or intends to manufacture a cannabis product from unprocessed cannabis or a cannabis extract; and sells or intends to sell a cannabis product to a medical cannabis pharmacy or a medical cannabis research licensee.

"Cannabis production establishment" means a cannabis cultivation facility, a cannabis processing facility, or an independent cannabis testing laboratory.

"Carport" means a roofed structure providing space for the parking or storage of motor vehicles and enclosed on not more than two sides.

"Cellar" means a room or space wholly under the surface of the ground or having more than 50 percent of its floor-to-ceiling height under the average level of the adjoining ground.

"Cemetery" means a place or grounds for burying humans remains or containment of ashes.

"Charter school" means:(i) an operating charter school;(ii)a charter school applicant that has its application approved by a charter school authorizer in accordance with UCA Title 53G, Chapter 5, Part 3,

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Charter School Authorization; or(iii)an entity that is working on behalf of a charter school or approved charter applicant to develop or construct a charter school building. (b)"Charter school" does not include a therapeutic school.

"Check cashing" means cashing a check for consideration or extending a deferred deposit loan and shall include any other similar types of businesses licensed by the state pursuant to the Check Cashing Registration Act including those with titles such as pay day loans. No check cashing or deferred deposit loan business shall be located within 1,000 feet of any other check cashing business. Distance requirements defined in this definition shall be measured in a straight line, without regard to intervening structures or zones, from the entry door of each business. One check cashing or deferred deposit loan business shall be allowed for every 8,000 citizens living in West Point City.

"Child" means the child of a person other than the provider of childcare.

"Child care" means a commercial business that provides, continuous care and supervision of five or more children under 14 years of age, in lieu of care ordinarily provided by parents in their own home, for less than 24 hours a day, for direct or indirect compensation.

"City" means a political subdivision of the state of Utah and is referred to herein as "West Point City" or "the City."

"City council" means the City Council of West Point City, Utah.

"City engineer" means the city engineer of West Point City, Utah, or a consulting engineering firm designated as the City Engineer by the City Council.

"City planner" means the professional planner of West Point City, Utah, or person designated as such by the West Point City Council.

"City staff" means city manager, public works director, engineer, planner, attorney, and building official.

"Cluster subdivision" means a subdivision of land guided by an integrated design in which residential lots may have areas less than the minimum lot area of the zone in which the subdivision is located, and other regulations, except use regulations, may be waived or varied to allow flexibility and initiative in site and building design and location, in accordance with an approved plan and imposed general requirements.

"Collection area" for water source protection means the area surrounding a ground water source which is underlain by collection pipes, tile, tunnels, infiltration boxes, or other ground water collection devices.

"Collocation," for cellular communications shall mean the reasonable sharing of tower space by more than one user or provider of a wireless telecommunications service.

"Commercial Complex" means two or more commercial uses on a single lot or adjacent lots which are dependent upon each other to meet minimum standards for parking, vehicular circulation, or landscaping or which are approved as elements in an overall Site Plan under a Conditional Use or Subdivision application.

"Commercial provider" means a company or individual who provides equipment used primarily for transmission, reception, or transfer of voice or data through radio waves or wireless transmissions, who receives remuneration for such service.

"Common space subdivisions" are defined in this chapter as an individual housing unit or group of housing units where the property line consists only of the footprint of the dwelling. All property outside that buildable lot shall be owned in common by the entire development.

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“Community development department” means that department of the city authorized by the city to oversee the planning administrator, the zoning administrator and the building inspector.

“Community development director” means the person appointed by the city to perform the duties and responsibilities of community development director, as defined by city ordinances and resolutions.

“Complete application” means when the applicant provides a land use application in a form that complies with the requirements of this Title and applicable ordinances and pays all applicable fees.

“Concept plan” means a sketch or concept drawing prior to a zoning or general plan change request or the preliminary plat for subdivisions to enable the developer and/or subdivider to reach general agreement with the planning commission as to the form of the development or plat and the objectives of these regulations and to receive guidance as to the requirements for development within the city.

“Conditional use” means a permitted land use that, because of its unique characteristics or potential impact on the municipality, surrounding neighbors, or adjacent land uses, may be compatible only if certain conditions are required that substantially mitigate the reasonably anticipated detrimental effects.

“Condominium” means the ownership of a single unit in a multi-unit project or structure together with an undivided interest in common in the common areas and facilities of the property.

“Contractor storage yard” means a site used for the storage of tools, equipment, materials, vehicles, sand, rock, gravel, vegetation, debris and other materials ancillary to work being performed off-site, for another, by a Contractor engaged in such work.

“County” means Davis County, Utah.

“Court” means an open, unoccupied space, other than a yard, on the same lot with a building or group of buildings, and which is bounded on two or more sides by such building or buildings.

“Coverage” means the percent of the total site area covered by structures other than those excepted in this title.

“Crawl space” means the uninhabitable area of a structure lying between the ground and the bottom of the main floor.

“Crop and tree farming” means the raising for commercial purposes of any field crops or wholesale nursery or greenhouses including necessary buildings incidental to such crop, but not including a building for retail sales.

“Culinary water authority” means the department, agency, or public entity with responsibility to review and approve the feasibility of the culinary water system and sources for the subject property.

“Dairy” means a commercial establishment for the manufacture and packaging of dairy products.

“Dedication” means land set aside by an owner for any general and public uses, reserving for himself no other rights than such as are compatible with the full exercise and enjoyment of the public uses to which the property has been devoted. The intention to dedicate shall be evidenced by the owner by the presentment for filing of a final plat showing the dedication thereof.

“Developer” means any person who undertakes to develop land, including subdividers.

“Development” means the improvement of any tract, lot, or parcel of land by construction thereon.

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“Development activity” means any construction or expansion of building, structure or use, any change in use of building or structure, or any change in the use of land that creates additional demand and need for public facilities. Development activity will include residential and commercial users who are not currently connected to any of the city’s public facilities systems but will be located within the city service area.

“Development approval” means any written authorization from the city that authorizes the commencement of development activity.

“Disability” means a physical or mental impairment that substantially limits one or more of a person’s major life activities, including a person having a record of such an impairment or being regarded as having such an impairment. “Disability” does not include current illegal use of, or addiction to, any federally controlled substance, as defined in Section 102 of the Controlled Substances Act, 21 USC 802.

“Distance between residential structures” means the shortest distance between the vertical walls of two residential structures as herein defined.

“District” means a portion of the territory of West Point City within which certain uniform regulations and requirements of various combinations thereof apply under the provisions of this title. Includes “zone” and “zoning district.”

“Driveway” means a private road, the use of which is limited to persons residing, employed, or otherwise using or visiting the parcel on which it is located.

“Dwelling” means any building or portion thereof designed or used exclusively as the residence or sleeping place of one or more persons, but not including a tent or trailer.

“Dwelling, condominium” means a dwelling whose ownership conforms with the definition of “condominium” herein.

“Dwelling, multiple unit” means a building or portion thereof designed for or used exclusively as a residence by two or more families, living independently of one another.

“Dwelling, single-family” means a building designed for or used exclusively as a residence by one family.

“Dwelling, townhouse” means an attached or semi-attached building containing a single dwelling unit and located on a parcel of land in one ownership and having any yard or court in common.

“Dwelling, twin home” means a building designed and used as a residency by two families and for which each dwelling unit and its lot may be owned separately from the other dwelling unit and lot.

“Dwelling, two-family” or “duplex” means a building designed for or used exclusively as a residence by two families, living independently of one another.

“Dwelling unit” means one room, or suite, or two or more rooms, designed for or used by one family for living and sleeping.

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

“Elderly person” means a person who is 60 years of age or older, who desires or needs to live with other elderly persons in a group setting, but who is capable of living independently.

“Facility, childcare” means a facility which provides care, supervision, and guidance for children unaccompanied by a parent or guardian for periods less than 24 hours per day.

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“Facility, residential childcare” means a child care facility operated in a residential premises.

“Family” means an individual, or two or more persons related by blood, marriage, or adoption, or a group of not more than four persons (excluding servants) who are not related, living in a dwelling unit as a single housekeeping unit and using common cooking facilities.

“Farm animals” means the general list of animals raised for food or recreational purposes such as cows, horses, pigs, chickens, goats, sheep, etc.

“Financial institution” means a state or federally chartered bank, savings association, credit union, or industrial land company located in a building, or portion of a building, which provides for the custody, loan, exchange, or issue of money, the extension of credit, or facilitating the transmission of funds, and which may include accessory drive-up customer service facilities on the same premises. This does not include small loan businesses or check cashing facilities.

“Final plat” means the final drawing of the subdivision and dedication prepared for filing for record with the county recorder and in compliance with all the requirements set forth in this title and adopted pursuant thereto.

“Fire authority” means the department, agency, or public entity with responsibility to review and approve the feasibility of fire protection and suppression services for the subject property.

“Flag lot” means a lot that has been approved by the city with access provided to the bulk of the lot by means of a narrow corridor.

“Floor area,” in the case of offices, merchandising or service types of uses, shall mean the gross floor area.

“Front footage of building occupancy” means a single lineal dimension measured horizontally along the front major entrance of a building which defines the limit of a particular occupancy at that location.

“Front lot line” means the boundary of a lot that coincides with the right-of-way line of the street on which the lot has frontage. There is only one front lot line.

“Garage, private” means a detached accessory building, or a portion of a main building, used, or intended to be used, for the storage of vehicles of persons occupying the main building on the lot.

“Garage, public” means a building or portion thereof, other than a private garage, designed or used for servicing, repairing, equipping, hiring, selling, or storing motor vehicles.

“General plan” means a plan, labeled “General Plan of West Point City,” including maps or reports or both, which has been approved by the city council as required by law, or such plan as it may be amended from time to time and so certified to the city council.

Grade. (All walls approximately parallel to and not more than five feet from a street line are to be considered as adjoining a street.)

1. For buildings adjoining one street only, the elevation of the sidewalk at the center of that wall adjoining the street.
2. For buildings adjoining more than one street, the average of the elevations of the sidewalk at the centers of all walls adjoining streets.
3. For buildings having no walls adjoining the street, the average elevation of the ground (finished surface) adjacent to the exterior walls of the building.

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"Group home" means a home where a small number of unrelated people in need of care, support, or supervision can live together and is licensed by the State Of Utah as such.

"Hazardous waste" means a waste with properties that make it dangerous or potentially harmful to human health or the environment.

"Home occupation [minor](#)" means a commercial use conducted on a dwelling site and incidental and secondary to the dwelling use.

"Home occupation. major" means a home occupation which meet the standards for minor home occupation administrative conditional uses as used in this Title except that increases in intensity of use of the home occupation. The following uses are typical major home occupations: Contractors, carpenters, plumbers, electricians, daycare/pre-school, landscape installers, small engine repair.

"Household pets" means animals and fowl which are customarily allowed in the home for the sole pleasure and enjoyment of the occupants, but not raised or kept for commercial purposes, or for food.

"Identical plans" means building plans submitted to a municipality that: a) are clearly marked as "identical plans";(b)are substantially identical to building plans that were previously submitted to and reviewed and approved by the municipality; and (c)describe a building that:(i)is located on land zoned the same as the land on which the building described in the previously approved plans is located;(ii)is subject to the same geological and meteorological conditions and the same law as the building described in the previously approved plans;(iii)has a floor plan identical to the building plan previously submitted to and reviewed and approved by the municipality; and(iv)does not require any additional engineering or analysis.

"Impact fee" means a payment of money imposed upon development activity as a condition of development approval. "Impact fee" includes development impact fees, but does not include a tax, special assessment, hookup fee, building permit fee, fee for project improvements, or other reasonable permit or application fees. [Title 11, Chapter 36a, Impact Fees Act.](#)

"Impact fee analysis" or "IFA" means the written analysis required [by Title 11, Chapter 36a, Impact Fees Act.](#)

"Impact fee facilities plan" means the plan required by Section 11-36a-301 of the Act.

"Improvement completion assurance" means a surety bond, letter of credit, financial institution bond, cash, assignment of rights, lien, or other equivalent security required by a municipality to guaranty the proper completion of landscaping or an infrastructure improvement required as a condition precedent to:(a) recording a subdivision plat; or (b)development of a commercial, industrial, mixed use, or multifamily project.

"Improvement warranty" means an applicant's unconditional warranty that the applicant's installed and accepted landscaping or infrastructure improvement:(a) complies with the municipality's written standards for design, materials, and workmanship; and (b)will not fail in any material respect, as a result of poor workmanship or materials, within the improvement warranty period.

"Improvement warranty period" means a period:(a)no later than one year after a municipality's acceptance of required landscaping; or(b)no later than one year after a municipality's acceptance of required infrastructure, unless the municipality:(i) determines for good cause that a one-year period would be inadequate to protect the public health, safety, and welfare; and (ii) has substantial evidence, on record:(A) of prior poor performance by the applicant; or(B)that the area upon which the infrastructure will be constructed contains suspect soil and the municipality has not otherwise required the applicant to mitigate the suspect soil.

"Infrastructure improvement" means permanent infrastructure that is essential for the public health and safety or that:(a) is required for human occupation; and (b) an applicant must install:(i) in accordance with

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published installation and inspection specifications for public improvements; and (ii) whether the improvement is public or private, as a condition of: (A) recording a subdivision plat; (B) obtaining a building permit; or (C) development of a commercial, industrial, mixed use, condominium, or multifamily project.

"Kennel, **Private**" means any lot or premises on which three or more dogs (or similar household pets) at least four months old are kept.

"Land use applicant" means a property owner, or the property owner's designee, who submits a land use application regarding the property owner's land.

"Land use application": (a) means an application that is (i) required by a municipality; and (ii) submitted by a land use applicant to obtain a land use decision; and (b) does not mean an application to enact, amend, or repeal a land use regulation.

"Land use authority" means: (a) a person, board, commission, agency, or body, including the local legislative body, designated by the local legislative body to act upon a land use application; or (b) if the local legislative body has not designated a person, board, commission, agency, or body, the local legislative body.

"Land use decision" means an administrative decision of a land use authority or appeal authority regarding: (a) a land use permit; (b) a land use application; or (c) the enforcement of a land use regulation, land use permit, or development agreement.

Land use and development code is the zoning code of West Point City.

"Land use permit" means a permit issued by a land use authority.

"Land use regulation" means a legislative decision enacted by ordinance, law, code, map, resolution, specification, fee, or rule that governs the use or development of land; (a) includes the adoption or amendment of a zoning map or the text of the zoning code; and (b) does not include: (i) a land use decision of the legislative body acting as the land use authority, even if the decision is expressed in a resolution or ordinance; or (ii) a temporary revision to an engineering specification that does not materially: (A) increase a land use applicant's cost of development compared to the existing specification; or (B) impact a land use applicant's use of land.

"Landscaping" means the structured installation of living materials (i.e., lawn, ground cover, annual and perennial flowering plants, vines, shrubs, and trees) and may include nonliving materials, **such as rocks, boulders, wood and shredded rubber mulches and decorative gravel**. The use of water (i.e., pools, fountains, falls, and streams) and sculptures are also included as landscape design materials.

"Lattice tower" means a self-supporting multiple-sided, open steel framed structure used to support telecommunications equipment.

"Legislative body" means the West Point City Council.

"Lot" means a piece or parcel of land having frontage on a public street, or approved private street, which may be occupied by a principal building or a group of such buildings and accessory buildings, together with such open spaces as required by this title, intended to be held in separate ownership or leasehold.

"Lot, corner" means a lot abutting on two or more intersecting **or intercepting** streets.

"Lot line adjustment" means a relocation of a lot line boundary between adjoining lots or parcels, whether or not the lots are located in the same subdivision, in accordance with Section 10-9a-608, with the consent of the owners of record.

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“Lot, flag” means a lot which meets all minimum size requirements for the zone in which it occurs, but which exists mostly behind another lot, and which has access to a dedicated street by way of a projection of at least 30 feet in width. Two flag lots with projections side by side may each have projections 18 feet or greater in width (for a total of not less than 36 feet) and share a common paved driveway 20 feet or more in width covered by an easement so that the drive cannot be divided.

“Lot, double frontage lot” shall mean having a frontage on two parallel or approximately parallel streets. Said lots for purposes of this title shall have two street frontages and two front yards.

~~“Lot right-of-way” means a strip of land of not less than 20 feet wide connecting a lot to a street for use as private access to that lot.~~

“Low power radio service facility” means an unmanned structure that consists of equipment used primarily for the transmission, reception, or transfer of voice or data through radio wave or wireless transmissions. Such facilities typically require the construction of transmission support structures to which antenna equipment attaches.

“Manufactured home” means a dwelling unit fabricated in an off-site manufacturing facility for installation or assembly at the building site, bearing a label certifying that it is built in compliance with the Federal Manufactured Housing Construction and Safety Standards Act which became effective June 15, 1976, together with all amendments thereto.

“Manufactured home park” means a parcel of land under single ownership on which two or more manufactured homes are located.

“Manufactured home subdivision” means a subdivision designed and intended for sale of lots for siting manufactured homes.

“Master street plan” means that portion of the general plan which defines the future alignments of streets and their rights-of-way, including maps or reports or both.

“Mid-box retail” means a retail business (s) occupying a building with between 10,001 square feet to 80,000 square feet for the first floor (the footprint).

“Mobile home” means a transportable, factory-built home, designed to be used as a year-round residential dwelling and built prior to enactment of the Federal Manufactured Housing Construction and Safety Standards Act of 1974, which became effective June 15, 1976, together with all amendments thereto.

“Moderate income housing” means housing occupied or reserved for occupancy by households with a gross household income equal to or less than 80% of the median gross income for households of the same size in the county in which the city is located.

“Monopole” means a single cylindrical steel or wood pole that acts as the support structure for antennas.

“Motel/ hotel,” including “motel” and “hotel,” means a building or group of buildings for the accommodation of transient guests, comprising individual sleeping or living units.

“Natural waterways” means those areas, varying in width, along streams, creeks, springs, gullies, or washes which are natural drainage channels as determined by the building inspector or city engineer.

“Noncommercial user” means a company or individual who legally uses wireless telecommunications for services or communication purposes that receives no remuneration for such services.

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"Nonconforming sign or sign structure" means a sign or sign structure or portion thereof lawfully existing at the time the ordinance codified in this chapter became effective, which does not conform to all height, area, and yard regulations prescribed in the zone in which it is located.

Noncomplying structure" means a structure that legally existed before its current land use designation; and because of one or more subsequent land use ordinance changes, does not conform to the setback, height restrictions, or other regulations, excluding those regulations, which govern the use of land.

"Nonconforming use" means a use of land that legally existed before its current zoning designation; has been maintained continuously since the time the zoning regulation governing the land changed; and, because of subsequent zoning changes, does not conform with the zoning regulations that now govern the land.

"Nonmaintained," for telecommunications shall mean the physical, technical, aesthetic, or structural deterioration of the facility, to include any tower, antenna, apparatus, building, grounds, or equipment that is in disrepair or in need of maintenance.

"Off-highway vehicle" or "off-road vehicle" (OHV or ORV) means any motorized vehicle ~~not~~ which may be licensed for use on public roadways, with the exception of agricultural machinery and devices for persons with disabilities as protected under state and federal statute. Examples include, but are not limited to: snowmobiles, motorcycles, all-terrain vehicles (ATVs), go-carts, motorized scooters, and amphibious craft.

"Office, business" means a place intended for the conduct of the administrative function of a business enterprise and in which no goods or merchandise are stored or sold.

"Official map" means a map drawn by municipal authorities and recorded in a county recorder's office that shows actual and proposed rights-of-way, centerline alignments, and setbacks for highways and other transportation facilities; provides a basis for restricting development in designated rights-of-way or between designated setbacks to allow the government authorities time to purchase or otherwise reserve the land; and has been adopted as an element of the municipality's general plan.

"Office, professional" means a place intended for the conduct of a recognized learned profession in most cases requiring a license, such as physician, dentist, chiropractor, lawyer, engineer, architect, or accountant.

"Off-site" means outside the boundaries of a specific parcel of land being developed or considered for development.

"On-site" means within a parcel of land owned by a private citizen or by a private legal entity.

"Operator" means a person who has a contract with the Utah Department of Human Services to operate or who operates a residential facility for handicapped persons.

"Owner" means the owner if fee simple of real property as shown in the records of the Davis County recorder's office and includes the plural as well as the singular, and may mean either a natural person, firm, association, partnership, trust, private corporation, limited liability company, public or quasi-public corporation, other entities authorized by the state of Utah, or any combination of any of the foregoing.

"Parcel" means any real property that is not a lot created by and shown on a subdivision plat recorded in the office of the county recorder.

"Parking area, private" means an open space for the same uses as a private garage.

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“Parking area, public” means an open area used for the parking of automobiles and available to the public whether for a fee, free, or as an accommodation for clients or customers.

“Parking space” means a permanently surfaced area of not less than 180 square feet in area, either within a structure or in the open, excluding paved areas necessary for access under the provisions of this title, for the parking of a motor vehicle.

“Person” means any individual, corporation, partnership, limited liability company, or partnership, firm, or association of individuals however styled or designated.

“Plan for moderate income housing” means a written document adopted by the legislative body that includes:(a)an estimate of the existing supply of moderate income housing located within the city;(b) an estimate of the need for moderate income housing in the city for the next five years;(c) a survey of total residential land use;(d) an evaluation of how existing land uses and zones affect opportunities for moderate income housing; and (e) a description of the city’s program to encourage an adequate supply of moderate income housing.

“Planning Commission” means the West Point City Planning Commission.

Planned Residential Unit Development. The “PRUD overlay zone” shall be defined as traditional lot-style housing developments or common space housing developments that offer development flexibility and increased density while providing improved quality of the development for the surrounding community.

“Plat” means a map or depiction of a subdivision, showing thereon the division of a tract or parcel of land into lots, blocks, and streets, or other divisions and dedications.

“Pollution source” means point source discharge of contaminants to ground water or potential discharges of the liquid forms of extremely hazardous substances which are stored in containers in excess of applicable threshold planning quantities as specified in SARA Title III. Examples of possible pollution sources include, but are not limited to, the following: storage facilities that store the liquid forms of extremely hazardous substances, septic tanks, drain fields, Class V underground injection wells, landfills, open dumps, land filling of sludge and septage, manure piles, salt piles, pit privies, and animal feeding operations with more than 10 animal units. 1. “Animal feeding operation” means a lot or facility where the following conditions are met: animals have been or will be stabled or confined and fed or maintained for a total of 45 days or more in any 12-month period, and crops, vegetation forage growth, or postharvest residues are not sustained in the normal growing season over any portion of the lot or facility. Two or more animal feeding operations under common ownership are considered to be a single feeding operation if they adjoin each other, if they use a common area, or if they use a common system for the disposal of wastes 2. “Animal unit” means a unit of measurement for any animal feeding operation calculated by adding the following numbers: the number of slaughter and feeder cattle multiplied by 1.0, plus the number of mature dairy cattle multiplied by 1.4, plus the number of swine weighing over 55 pounds multiplied by 0.4, plus the number of sheep multiplied by 0.1, plus the number of horses multiplied by 2.0. 3. “Extremely hazardous substances” means those substances which are identified in the Sec. 302(EHS) column of the “TITLE III LIST OF LISTS – Consolidated List of Chemicals Subject to Reporting under SARA Title III” (EPA 560/4-91-011).

“Potential contamination source” means any facility or site which employs an activity or procedure which may potentially contaminate ground water. A pollution source is also a potential contamination source.

“Preliminary plat” means the initial formal plat of a proposed land division or subdivision showing information and features required by the provisions of this title.

“Preschool” means a commercial educational facility which provides care, supervision, and guidance for children unaccompanied by a parent or guardian for periods less than four hours per day.

“Private lane” means a private street with curb and gutter on both sides that provides access to the front of residential or commercial buildings with a minimum width of 25’ measured from the back of curb to back of curb. Private lanes do not provide access to more than 15 units or lots. 2

“Private road” means a private street with a minimum of 50’ right-of-way that includes curb, gutter, and sidewalk on both sides and meets the requirements found in the public works standard drawings. Private roads may terminate at a dead end but will be provided with a dedicated turnaround and will be no longer than 600’ in length. Private Roads do not provide access to more than 30 units or lots.

“Project improvements” means site improvements and facilities that are planned and designed to provide service for development resulting from a development activity and are necessary for the use and convenience of the occupants or users of development resulting from a development activity. “Project improvements” do not include “system improvements” as defined below.

“Proportionate share” means an amount that is roughly proportionate and reasonably related to the service demands and needs of a development activity.

“Protection strip” means a strip of land bordering both the boundary of a subdivision and a street within the subdivision for the purpose of controlling the access of property owners abutting the subdivision to the street.

“Public facilities” means only the following capital facilities that have a life expectancy of 10 or more years and are owned or operated by or on behalf of the city:

1. Water rights and water supply, treatment, and distribution facilities;
2. Wastewater collection and treatment facilities;
3. Storm water, drainage, and flood control facilities;
4. Roadway facilities;
5. Parks, recreation facilities, open space, and trails; and
6. Public safety facilities.

“Public hearing” means a hearing at which members of the public are provided a reasonable opportunity to comment on the subject of the hearing.

“Public improvements” means streets, curbs, gutters, sidewalks, water and sewer lines, storm sewers, and other similar facilities which are required to be dedicated to the city in connection with subdivision, conditional use, or site plan approval.

“Public meeting” means a meeting that is required to be open to the public under Title 52, Chapter 4, Open and Public Meetings Act.

“Public street” means a public right-of-way, including a public highway, public avenue, public boulevard, public parkway, public road, public lane, public alley, public viaduct, public subway, public tunnel, public bridge, public byway, other public transportation easement, or other public way.

“Public use” means a use owned and/or operated exclusively by a public body, or quasi-public body, having the purpose of serving the public health, safety, or general welfare, and including uses such as public schools, parks, playgrounds, and other recreational facilities, administrative and service facilities, and public utilities.

“Public utility” means a public or quasi-public agency, or its structures and facilities, established to provide water, power, gas, sewer systems, and other public services, and who construct and maintain structures and facilities for their distribution or storage.

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“Quasi-public use” means a use operated by a private nonprofit, religious, recreational, charitable, or philanthropic institution, such use having the purpose primarily of serving the general public, such as a church, private university, or similar use.

“Rear lot line” is any line that is not part of a front or side lot line.

“Recreation, commercial” means recreation facilities operated as a business and open to the general public for a fee.

“Recreation, private, noncommercial” means clubs or recreational facilities, operated by a nonprofit organization and open only to bona fide members of such nonprofit organization and their guests.

“Recreation, public” means publicly owned or operated recreation facilities.

“Recreational vehicle (RV)” means a motorized or nonmotorized vehicle designed as a temporary living accommodation for recreational, camping, and travel use. Examples include, but are not limited to: travel trailers, camping trailers, truck campers and self-propelled motor homes.

“Recreational vehicle park” means any lot of land upon which two or more recreational vehicle sites are located, established, or maintained for occupancy by recreational vehicles of the general public as temporary living quarters for recreation or vacation purposes.

“Residential density” means the average number of dwelling units on one acre of land in a given area. Net residential density is determined by dividing the total number of dwelling units in a defined area by the total acreage of all parcels of land within the area that is used exclusively for residential and accessory purposes. Gross residential density is determined by dividing the total number of dwelling units in a defined area by the total acreage of all land within the area.

“Residential facility for persons with a disability” means a dwelling in which more than one person with a disability resides and which is licensed or certified by the Department of Human Services under Title 62A, Chapter 2, Utah Code Annotated 1953, Licensure of Programs and Facilities, or is licensed or certified by the Department of Health under Title 26, Chapter 21, Utah Code Annotated 1953, Health Care Facility Licensing and Inspection Act.

“Restricted” (R) for water source protection means that the nature of the use, or some element of the use, represents a potential contamination source. The use may be permitted only after review and approval by the land use authority. As part of this review, recommendations from the Davis County health department and other applicable regulatory agencies shall be considered. Restricted use is subject to best management practices and compliance with other reasonable conditions as may be established by these agencies.

“Retail shop” means a place of business usually owned and operated by a **retailer** but sometimes owned and operated by a manufacturer or by someone other than a **retailer** in which merchandise is sold primarily to ultimate consumers.

“Retail services” means the use of a building or part of a building by persons who are engaged in the sale of goods to customers, and includes uses such as hardware, mail order, clothing, appliances, electronics, books, gifts and second hand goods, and may include incidental repairs.

“Roof-mounted antenna” means an antenna or series of individual antennas mounted on a roof, mechanical room, or penthouse of a building.

“Rules of order and procedure” means a set of rules that govern and prescribe in a public meeting: parliamentary order and procedure; ethical behavior; and civil discourse.

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“Sanitary landfill” means a disposal site where solid wastes, including putrescible wastes, or hazardous wastes, are disposed of on land by placing earth cover thereon.

“Sanitary sewer authority” means the department, agency, or public entity with responsibility to review and approve the feasibility of sanitary sewer services or onsite wastewater systems.

“SARA Title III” means the Superfund Amendment and Reauthorization Act section found in 40 CFR 300 through 302, pertaining to emergency response and right to know.

“School – private/quasi-public/charter school” means any public or private elementary, junior high, high school, college, university, or post-graduate school offering courses in general instruction at least four days per week and seven months per year. Excluded are specialty schools such as trade, dance, beauty, music, secretarial/business, and charm schools.

“Secondary containment” means a type of system that is used to provide release detection prevention, such as trays under containers, floor curbing or other systems designed to hold materials or liquids that may discharge from containers holding regulated substances. Examples include a double-walled tank, a double-walled integral piping system, or a single-walled tank or integral piping system that is protected by an enclosed concrete vault, liner, or an impervious containment area.

“Secondary water system” means any system which is designed and intended to provide, transport and store water used for watering of crops, lawns, shrubberies, flowers, and other nonculinary uses.

“Security” means an escrow agreement, irrevocable letter of credit, or other security instrument given by the developer to ensure the proper installation of public improvements.

“Self-storage facility” means a building or group of buildings containing separate, individual, and private storage spaces of varying sizes available for lease or rent.

“Senior care facilities/nursing home” means commercial facilities for the care of persons over 55 years of age.

“Sensitive land” shall mean land which is generally unbuildable, and which contains constrained and sensitive features including, but not limited to, wetlands, floodplains, faults, and other geological or environmentally sensitive features and lands below the high-water mark of the Great Salt Lake which is at elevation 4,217 feet above sea level.

“Septic tank/drain-field system” means a system, which is comprised of a septic tank and a drain-field, which accepts wastewater from buildings or facilities for surface or subsurface treatment and disposal.

“Service area” means a geographic area designated by the city based on sound planning and engineering principles in which a defined set of the city’s public facilities provides service.

“Setback” means the minimum distance that any portion of a building, accessory building, sign or sign structure shall be from any street right-of-way line and yard line coterminous with a street.

“Sexually oriented business” means any business for which a sexually oriented business license is required as an adult business, nude entertainment business, or as a seminude dancing bar, pursuant to the sexually oriented business licensing requirements in Chapter 5.50 of the West Point City Code.

“Side lot line” means the boundary of a lot that is connected to the front lot line. Each lot has two side lot lines.

“Sign” means every advertising message, announcement, declaration, demonstration, display, illustration, insignia surface, or space placed, erected or maintained in view of the observer thereof for identification.

advertisement, or promotion of the interests of any person, entity, product, or service. The definition of "sign" shall also include the sign structure, supports, lighting system, and any attachments, ornaments or other features used to draw the attention of observers. This definition does not include any flag, badge, or ensign of any government or governmental agency erected for and used to identify said government or governmental agency.

"Sign, 'A' frame" means a temporary sign constructed with two sides attached at the top so as to allow the sign to stand in an upright position.

"Sign, advertising" means an off-premises sign.

"Sign area" means the areas of a sign that are used for display purposes, excluding the minimum frame and supports. In computing sign area, only one side of a back-to-back or double-face sign covering the same subject shall be computed when the signs are parallel or diverge from a common edge by an angle of not more than 45 degrees. In relation to signs that do not have a frame or a separate background, sign area shall be computed on the basis of the least rectangle, triangle or circle large enough to frame the display.

"Sign, attached" means a sign which is fastened, attached, painted, connected or supported in whole or in part by a building or structure.

"Sign, awning" means a roofed structure constructed of fabric or metal placed so as to extend outward from the building providing a protective shield for doors, windows, and other openings with supports extending back to the building, supported entirely by the building.

"Sign, balloon" means an advertisement supported by a balloon anchored to the premises where the advertised use is conducted, commodity sold or service performed.

"Sign, banner" means a sign constructed of cloth, canvas, fabric, or other light material and designed to be displayed across or over a public right-of-way for a short period of time.

"Sign, billboard" means a freestanding, off-premises sign, larger than 200 square feet, designed or intended to direct attention to a business, product, or service.

"Sign, canopy" means a roofed structure constructed of fabric or other material placed as to extend outward from the building providing a protective shield for doors, windows, and other openings supported by the building and supports extending to the ground directly under the canopy.

"Sign, changeable copy (manual)" means a sign on which copy is changed manually in the field, e.g., reader boards with changeable letters.

"Sign, civic, institutional, or philanthropic" means a sign erected by a public or nonprofit agency, service club, etc., for civic or public information.

"Sign, construction" means a sign identifying an existing or proposed development project which may contain the name of the project, and name and address of construction firms, architects, engineers, developers, etc.

"Sign, detached" means a sign not supported in whole or in part by a building or structure other than by a sign structure which is supported wholly by the ground.

"Sign, electronic message" means a sign that has an electronic message display.

"Sign, floodlighted" means a sign made legible in the absence of daylight by devices which reflect or project light upon it.

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“Sign, forced air” means any sign or device that uses a blower to force air through fabric to draw attention from observers.

“Sign, frame” means a movable sign mounted on a frame.

“Sign, home occupation” means a sign associated with a legally approved home business.

“Sign, identification” means a sign displayed to indicate the name or nature of buildings or uses other than commercial or industrial uses located upon the premises, i.e., schools, churches, hospitals, etc.

“Sign, illuminated” means a sign which has characters, letters, figures, designs or outlines illuminated by electric lights or luminous tubes as a part of the sign proper.

“Sign, interior” means a sign located within a building so as to be visible only from within the building in which the sign is located.

“Sign, low profile” means on-premises or identification signs having a maximum height of four feet, incorporated into some form of landscape design scheme or planter box.

“Sign, marquee” means a permanent roofed structure designed to meet all provisions of the current International Building Code and other specifications as outlined in this title. Where specifications as outlined in this title are different from the provisions of the International Building Code, the more restrictive shall apply.

“Sign, memorial” means a sign or tablet that states the name of a building or the date of the building’s erection and cut into the surface or facade of a building.

“Sign, mobile” means any sign mounted so that it is capable of being moved or of moving, including, but not limited to, frame, pedestal, trailer, and vehicle signs.

“Sign, moving” means any sign or device which has any visible moving part, visible revolving part, or visible mechanical movement of any description, or other apparent visible movement achieved by electrical, electronic, or kinetic means, including intermittent electrical pulsations.

“Sign, name plate” means a sign indicating the name and/or occupation of a person or persons residing on the premises or legally occupying the premises.

“Sign, neighborhood identification” means a permanent sign that only designates the neighborhood or tract name.

“Sign, off-premises” means an advertising sign which directs attention to a use, product, commodity, or service not on the premises.

“Sign, on-premises” means a sign which directs attention to a use conducted, product or commodity sold, or service performed upon the premises on which it is located.

“Sign, open house” means a temporary off-premises sign advertising real estate open for inspection. This sign shall not exceed three feet in height and shall not exceed eight square feet in size.

“Sign, pedestal” means a movable sign supported by a column(s) so as to allow the sign to stand in an upright position.

“Sign, projecting” means a sign attached to a building or other structure and extending in whole or in part more than 24 inches beyond any wall of the building or structure.

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“Sign, property (real estate)” means a sign related to the property upon which it is located and offering such property for sale or lease.

“Sign, public necessity” means a sign informing the public of any danger or hazard existing on or adjacent to the premises.

“Sign, roof” means a sign erected partly or wholly on or over the roof of a building, including ground signs that rest on or overlap a roof 12 inches or more.

“Sign, service” means a sign which is incidental to a use lawfully occupying the property upon which the sign is located and which sign is necessary to provide information to the public, such as direction to parking lots, location of rest rooms, and sale of agricultural products produced upon the premises, and which bear, as an incidental part of the sign, the name, address or trademark of persons furnishing such sign to the owner of the premises.

“Sign, temporary” means any sign, banner, pennant, valance, balloon, or advertising display constructed of cloth, canvas, fabric, cardboard, wall board, plastic, or other light materials with or without frame where the sign is not permanently affixed to the ground or structure. Spotlights shall also be considered a temporary sign.

“Sign, time and temperature device” means any mechanism that displays the time and/or temperature, but does not display any commercial advertising or identification.

“Sign, trailer” means a sign mounted on a trailer or having wheels.

“Sign, vehicle” means a sign on a vehicle, whether the vehicle is operable or not.

“Sign, window” means a sign either attached to a window or door or located within a building so as to be visible through a window or door by people outside of the building.

“Site plan” means a description of the proposed development within the boundaries of the development site consisting of plans, drawings, [elevations](#), and information.

“Source protection zone” means the specified surface and subsurface area surrounding a ground water source of drinking water supplying a public water supply, through which contaminants are reasonably likely to move toward and reach such ground water source. These zones shall have the approval of the state of Utah Division of Drinking Water as described in R309-600, Source Protection: Drinking Water Source Protection for Ground Water Sources.

“Stable” means a detached building for the keeping of horses.

“Story” means that portion of a building included between the surface of any floor and the floor or ceiling next above it.

“Story, first” means the lowest story or the ground story of any building, the floor of which is not more than 12 inches below the finished grade level at the exterior walls of the building, except that any basement or cellar used for residential purposes shall be deemed the first story.

“Story, half” means a partial story under a gable, hip, or gambrel roof, the wall plates of which on at least two opposite exterior walls are not more than four feet above the floor of such story; provided, however, that any partial story used for one or more dwelling units shall be deemed a full story.

“Street” means public rights-of-way, including highways, avenues, boulevards, parkways, roads, lanes, walks, alleys, viaducts, subways, tunnels, bridges, public easements and other ways.

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“Street, arterial” means a street, existing or proposed, which serves or is intended to serve as a major traffic way and is designated on the general plan as 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” means a street, existing or proposed, which is the main means of access to an arterial street system.

“Street, cul-de-sac” means a minor terminal street provided with a turnaround.

“Street, private” means a right-of-way or easement in private ownership, not dedicated or maintained as a public street.

“Structural alterations” means any change in the supporting members of a building, such as bearing walls, columns, beams, or girders.

“Structure” means anything constructed, the use of which requires fixed location on the ground, or which is attached to something having a fixed location upon the ground, and which imposes an impervious material upon or above the ground.

“Subdivider” means any person who undertakes to create a subdivision.

“Subdivision” means any land that is divided, re-subdivided or proposed to be subdivided into two or more lots, parcels, sites, units, plots, or other division of land for the immediate or future offer of sale, sale, lease, or development either on the installment plan or upon any and all other plans, terms and conditions. Subdivision includes the division or development of land whether by deed, metes and bounds description, devise and testacy, lease, map, plat, or other recorded instrument; and divisions of land for all residential and nonresidential uses, including land used or to be used for commercial, agricultural, and industrial purposes. “Subdivision” does not include:

- A. a bona fide division or partition of agricultural land for the purpose of joining one of the resulting separate parcels to a contiguous parcel of unsubdivided agricultural land, if neither the resulting combined parcel nor the parcel remaining from the division or partition violates an applicable land use ordinance;
- B. an agreement recorded with the county recorder's office between owners of adjoining unsubdivided properties adjusting the mutual boundary by a boundary line agreement in accordance with UCA 57-1-45 if:
 1. no new lot is created; and
 2. the adjustment does not violate applicable land use ordinances;
- C. a recorded document, executed by the owner of record:
 1. revising the legal description of more than one contiguous parcel of property that is not subdivided land into one legal description encompassing all such parcels of property; or
 2. joining a subdivided parcel of property to another parcel of property that has not been subdivided, if the joinder does not violate applicable land use ordinances;
- D. an agreement between owners of adjoining subdivided properties adjusting the mutual lot line boundary in accordance with UCA 10-9a-603 if:
 1. no new dwelling lot or housing unit will result from the adjustment; and
 2. the adjustment will not violate any applicable land use ordinance;
- E. a bona fide division or partition of land by deed or other instrument where the land use authority expressly approves in writing the division in anticipation of further land use approvals on the parcel or parcels;
- F. a parcel boundary adjustment;
- G. a lot line adjustment;
- H. a road, street, or highway dedication plat; or
- I. a deed or easement for a road, street, or highway purpose.

- J. The joining of a subdivided parcel of property to another parcel of property that has not been subdivided does not constitute a subdivision under this Subsection (65) as to the unsubdivided parcel of property or subject the unsubdivided parcel to the municipality's subdivision ordinance.

“System improvements” means both existing public facilities designed to provide services within the service area and future public facilities identified in a reasonable plan for capital improvements adopted by the city that are intended to provide service to the service area. “System improvements” do not include “project improvements” as defined above.

“Swimming pool” means a structure, whether indoors or outdoors, or whether above or below the ground, intended to be used to contain water, and which is of sufficient size, capacity, and depth for swimming.

“Tank” means a structure, whether indoors or outdoors, or whether above or below the ground, intended to be used to contain liquid, and which is of sufficient size, capacity, or depth for bathing, therapy, or other such use by one or more persons. Such definition shall include, but not be limited to, hot tubs, therapy tanks or pools, and similar structures.

“Telecommunications lot or site,” is that area set aside for construction and placement of telecommunications equipment, including any building towers, antennas, or other apparatus not housed in a residential or business building. A lot set aside for telecommunications equipment and tower may differ from the official recorded piece of property and will include any required equipment, accessories, or fenced area.

“Telecommunications tower” means a structure that holds transmitting or receiving devices used for telecommunications service, with any associated buildings, site improvements, and property.

“Telecommunications service” means the providing or offering for rent, sale or lease, or in exchange for other value received, of the transmittal of voice, data, image, graphic and video programming information between or among points by wire, cable, fiber optics, laser, microwave, radio, satellite or similar facilities, with or without benefit of any closed transmission medium.

“Traditional lot-style subdivisions” are defined in this chapter as developments that have building lots that adhere to minimum lot standards including, but not limited to, frontage widths, lot depth and lot size.

“Unified control” means a parcel of land under one ownership, or a group of parcels, the owners of which have agreed in writing to subject the development of their properties to a single control.

“Underground storage tank” means a tank or combination of tanks and underground pipes and impact valves connected to tanks being used or having been used to contain regulated substances and which has at least 10 percent of the total volume of the tank and underground portions of pipes connected to the tank underground.

“Wall-mounted antenna” means an antenna or series of individual antennas mounted against the vertical wall of a building.

“Wellhead” means the upper terminal of a well, including adapters, ports, seals, valves and other attachments.

“Warehouse” means a large building where raw materials or manufactured goods may be stored before their export or distribution for sale.

“Whip antenna, flexible” means an antenna that is cylindrical in shape and flexible in construction.

“Whip antenna, vertical” means an antenna that is cylindrical in shape and rigid in vertical construction.

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“Yard, front” means an open space extending the full width of the lot measured between the front lot line and the closest main building, which open space is unoccupied and unobstructed from the ground upward except as specified elsewhere in this title.

“Yard, front, depth” means the shortest distance, measured horizontally, between any part of the main building foundation, other than parts herein excepted, and the front lot line. Such depth shall be measured from the front lot line; provided, however, that if the proposed location of the right-of-way line of such street as adopted by West Point City in the major street plan differs from that of the existing street, then the required front yard depth shall be measured from the right-of-way line of such street as adopted; or said building shall comply with official setback lines as adopted by the city.

“Yard, rear” means an open space between a building and the rear lot line, unoccupied and unobstructed from the ground upward and extending across the full width of the lot, except as specified elsewhere in this title.

“Yard, rear, depth” means the shortest distance, measured horizontally, between any part of a main building foundation, other than parts hereinafter excepted, and the rear lot line. On cul-de-sac or five-sided lots, the required minimum rear yard depth may be reduced to 15 feet measured from any point of a building foundation to the nearest point of a lot line. Only one corner of a home may project into a required rear yard space.

“Yard, side” means an open space extending from the front yard to the rear yard between a building and the nearest side lot line, unoccupied and unobstructed from the ground upward except as specified elsewhere in this title. A side yard on the street side of a corner lot shall be known as an “exterior side yard.”

“Yard, side, width” means the shortest distance, measured horizontally, between any part of a building, other than parts herein excepted, and the nearest side lot line. Such width shall be measured from the nearest side lot line and, in the case where the nearest side lot line is a side street lot line, from the right-of-way line of the existing street; provided, however, that if the proposed location of such street as adopted by West Point City in the major street plan differs from that of the existing street, then the required side yard width shall be measured from the right-of-way of such street as adopted, or said building shall comply with any applicable official setback lines.

“Zoning map” means the zoning map or maps of West Point City, Utah, adopted as part of a land use ordinance, that depicts land use zones, overlays, or districts.

“Zoning ordinance” means the Land Use and Development ordinance of West Point City.

Chapter 17.20 Land Use Decision Making Bodies and Officials

- 17.20.010 Zoning Administration.
- 17.20. 020 Zoning Administrator.
- 17.20.030 Planning Commission Powers and Duties.
- 17.20.040 Appeal Authority Duties.

17.20.010 Zoning Administration.

- A. **Purpose and Intent.** The purpose of this section is to establish regulations and procedures for the processing and consideration of applications allowed by this Land Use Code and designating the land use authority as the Community Development Director, or designee, the Planning Commission and the City Council as follows:
- B. **Reviewing Bodies and Noticing Requirements** For each type of application, the following official roles and decision-making responsibility/authority is listed for each land use authority. In addition, the type of meeting by type of application is listed. UCA 10-9a-200 et seq. sets the noticing requirements by law. General plan related public hearings have different requirements than regular public hearings. A public meeting is a meeting that is open to the public, with public comment at the discretion of the land use authority (the reviewing body). A public hearing is a meeting that is open to the public and public comment is encouraged. The type of meeting is determined by the type of application and the reviewing body/land use authority it is before. The Community Development Director (CDD) or designee, the Appeal Authority (AA), the Planning Commission (PC), and the City Council (CC) acting as Land Use Authorities each have the following primary responsibility/authority to review applications for compliance with this Chapter:
- C. **Requirements fulfilled prior to activity.** No use, development or development activity may be commenced until all necessary approvals, permits and licenses have been issued in accordance with the provisions of this title, and all required fees have been paid by the applicant.
- D. **Notice of decision for administrative decisions.**
 - 1. Record of final decision. After hearing the evidence and considering the application, the approving land use authority (Planning Commission, Community Development Director or designee, hearing officer, and City Council on land use applications) shall make its written findings and have them entered in the minutes.
 - 2. Notice of decision. Upon a decision by the approving authority, a notice of decision shall be mailed to the applicant at the address or e-mail address given in the application. A notice of decision can be a new written notice, a copy of the administrative approval form signed by the Community Development director or designee, or a copy of the approved minutes. A decision by the approving authority is final at the time the notice of decision is issued in writing. If a notice of decision is not sent, the decision shall be final on the date the minutes from the meeting are approved by the approving authority. Decisions are subject to requirements and conditions stated in the meeting minutes.
- E. **Appeals.** Appeals from administrative decisions shall be submitted to the planning department not more than 10 calendar days after the date of the written notice of decision. Appeals from administrative decisions shall be heard and decided as outlined in section 17.20.040 below.
- F. **Land use permit termination.**
 - 1. Sixty-day limitation; extension. If a request of the Community Development Director has not been responded to within sixty (60) days of the written request, the application may

- be terminated. The Community Development Director may extend this deadline, or reinstate the application upon request by the applicant, if substantiated reasons are provided such as financial, legal, material or labor shortages, or circumstances clearly preventing the applicant from responding.
2. Construction, development within one year. An application will be considered null and void if substantial construction or development has not occurred in connection with the application within one year of final approval. Substantial construction or development is defined as demolition, elimination, and removal of an existing structure preparatory to new construction, or the incorporation of labor and materials in the foundation of a building or buildings.
 3. Resubmission upon termination. Should the application be terminated, the applicant shall be required to resubmit the application and shall satisfy all requirements in place at the time of resubmission, including the payment of fees.

17.20. 020 Zoning Administrator.

- A. Zoning administrator.
 1. The Community Development Director or designee shall act as the Zoning Administrator.
 2. The Zoning Administrator shall be authorized to make reviews and approvals as set forth herein.
- B. Enforcement. All department officials and public employees of West Point City who are vested with the duty or authority to issue permits shall conform to the provisions of this title and shall issue no permit, certificate, or license for uses, buildings, or purposes in conflict with the provisions of this title, and any such permit, certificate, or license issued in conflict with the provisions of this title, intentionally or otherwise, shall be null and void.
- C. Inspection.
 1. The Zoning Administrator is hereby authorized to inspect or cause to be inspected all buildings and structures in the course of construction, modification, or repair and to inspect land uses to determine compliance with the provisions of this title.
 2. The Zoning Administrator or designee shall have the right to enter any building for the purpose of determining the use thereof or to enter the premises for the purpose of determining compliance with the provisions of this title; provided, that such right of entry shall be exercised only at reasonable hours.
- D. Administrative review authority.
 1. Review Process for Administrative Decisions. The Community Development Director is charged with the administration of the provisions of this title. The Director, or their designee, is designated as the land use authority to deny, approve, or approve with conditions an application for the following administrative applications (see Land Use Table 17.60.050).
 - a. Minor home occupations
 - b. Land use permits for concrete, sheds, decks (although many decks may require building permit approval) and changes on property that do not require a building permit to ensure compliance with grading, drainage or are under 1200 square feet in size.
 2. Denial of Permit. The Community Development Director may deny an application for an administrative approval if the use fails to comply with specific standards set forth in the City code or if any of the required findings are not supported by evidence in the record as determined by the Director.
 3. Courtesy Public Notice. The administrative approval process may include a courtesy public notice to provide an opportunity for comments from adjacent property owners.

- E. Administrative procedures and required certificates and permits. In order to secure compliance with the provisions of this title, and for such specific purposes as are set forth below, the following certificates, reviews, approvals and appeals are hereby established: zoning review, building permit, conditional use permit, site plan approval, performance standards review and certificate of occupancy. One or more such certificates, permits, reviews, or approvals are required for any structure or use as set forth elsewhere herein. The procedure and requirements for the issuance of such certificates and permits and the accomplishment of such reviews, approvals, and appeals are set forth herein.
- F. Application. Application for all certificates, permits, reviews, approvals, and appeals shall be made to the Zoning Administrator. Applications shall be made on the respective forms provided and shall be accompanied by the fee and documents set forth herein.
- G. Fees. The fee for each certificate, permit, variance, approval, or review shall be as established from time to time by resolution of the City Council.
- H. Zoning review. The application for a building permit shall be accompanied by a plot plan showing the lot lines and dimensions and locations of structures and improvements and all other data necessary to show that yard requirements and all other provisions of this title are fulfilled. The Zoning Administrator shall review the plot plan and if he finds that the building and premises and the use thereof conform with all requirements of this title, he shall so indicate by official signature on the building permit.
- I. Building permit.
1. From the time of the effective date of the ordinance codified in this title, the building inspector shall not grant a permit for the construction or alteration of any building or structure if such construction or alteration would be in violation of any of the provisions of this title; nor shall any municipal officer grant any permit or license for the use of any building or land if such use would be in violation of this title.
 2. The building inspector shall not issue any permit unless:
 - a. The plans of and for the proposed erection, construction, reconstruction, alteration and use fully conform to all zoning regulations in effect for the district in which such building or use is proposed;
 - b. All review procedures in this title have been completed; and
 - c. All fees for documents and reviews have been paid.
- J. Certificate of occupancy.
1. No land shall be used or occupied, and no building hereinafter structurally altered or erected shall be used or changed in use, except for agricultural purposes, until a certificate of occupancy shall have been issued by the Zoning Administrator, stating that the building or the proposed use thereof, or the use of the land, complies with the provisions of this title.
 2. A like certificate shall be issued for the purpose of maintaining, renewing, changing, or extending a nonconforming use.
 3. A certificate of occupancy, either for the whole or part of a building, shall be applied for coincidentally with the application for a building permit, and shall be issued within 10 days after the erection or structural alteration of such building, or part of building, shall have been completed in conformity with the provisions of this title and other applicable regulations.
- K. Expiration or cancellation of certificates and approvals.
1. Unless a longer time is specifically set forth at the time of issuance of the certificate, or unless an extension is granted by the issuing agency prior to expiration, each certificate

or approval issued as set forth herein, and pursuant to which no construction is undertaken or work done, shall expire after 60 days.

2. Failure to comply fully with the terms of any special certificate or approval may be grounds for cancellation. Action to cancel any certificate or approval may be taken on proper grounds by the person or agency which issued it. No certificate or approval shall be canceled until after a hearing has been afforded the permittee. Not less than 10 days' notice of a hearing on intention to cancel a certificate or approval shall be given such permittee. An action canceling a certificate or approval by the Zoning Administrator or Planning Commission shall be appealable in the same manner as the original action.
- L. **Development to be in accordance with terms of certificate.** Upon issuance of any special certificate or approval as provided herein, the Zoning Administrator shall require that the development or operation in question proceed only in accordance with the terms of such special certificate including any requirements or conditions established as a condition of the issuance of such certificate or approval of plans. No building permit required in connection with such proposed development or operation shall be issued until all permits, reviews, or approvals required by this title have been secured. Except as specifically provided herein, the securing of one required review or approval shall not exempt the recipient from the necessity of securing any other review or approval required in the particular case.
- M. ~~**Applicability of subdivision ordinance.** Any application for a subdivision shall also satisfy the applicable requirements of the subdivision ordinance. Review of land use requirements and subdivision approval may be completed concurrently.~~

17.20.030 Planning Commission Powers and Duties.

- A. **Establishment of the Planning Commission.**
 1. The West Point City Planning Commission is hereby established. The Commission shall consist of seven members, all of whom shall be residents of the City. Members shall be selected from different professional and vocational backgrounds insofar as possible.
 2. Members of the Planning Commission shall receive approved expenses such as per diem compensation based on necessary and reasonable expenses and on meetings attended.
- B. **Term- Vacancies.**
 1. The term of office for each appointed member shall be three years and shall expire on the thirty-first of December or when the successor is appointed thereafter. Two terms of office shall expire each year with three terms expiring every third year. Appointment of members to the Commission shall be made by the mayor with the advice and consent of the City Council. Appointments to fill vacancies shall be made at any time to fill the unexpired term of any member.
 2. Vacancies shall be promptly filled in the same manner as the original appointment for the remainder of the unexpired term. An unexpired term shall not be counted toward the maximum number of terms. The Mayor, with the advice and consent of the City Council, may appoint up to two (2) alternate members to the Planning Commission for a term not to exceed three (3) years.
- C. **Removal.** Members of the Planning Commission may be removed from office by the Mayor with the advice and consent of the City Council for misconduct, nonperformance of duty or failure to uphold the provisions of this Title.
- D. **Powers and Duties.** The Planning Commission shall act as the Land Use Authority as follows:
 1. Prepare and recommend a general plan and amendments to the general plan to the City Council.
 2. Prepare and recommend zoning ordinances and maps, and amendments to zoning ordinances and maps, to the City Council.

3. Administer provisions of the zoning ordinance, where specifically provided for in the zoning ordinance.
 4. Prepare and recommend subdivision ordinances and amendments to those subdivision ordinances to the City Council that regulates the subdivision of land in West Point City.
 5. Recommend approval or denial of subdivision applications as provided in 17.130.
 6. Approve permitted use site plans when they comply with the City Ordinances.
 7. Approve, approve with conditions, or deny certain conditional use permits.
 8. Advise the City Council on matters as the City Council directs and hear or decide any matters that the City Council designates, including those powers authorized by State Law.
 9. Exercise any other powers that are necessary to enable the Planning Commission to perform its functions as delegated to it by the City Council.
- E. **Organization.** The Planning Commission shall adopt such rules that it deems necessary for the conduct of its proceedings. Meetings of the Commission shall be held at the call of the Chairperson and at such times as the Planning Commission may determine.

17.20.040 Appeal Authority Duties.

A. **Establishment of Appeal Authority.**

1. The Mayor shall appoint the Appeal Authority with the advice and consent of the City Council. The Appeal Authority shall either be law trained or have significant experience with land use laws and the requirements and operations of administrative hearing processes.
2. The term of office shall be two years unless otherwise agreed upon in writing by both parties.
3. The Appeal Authority may be removed by the mayor for violation of this title or any policies and procedures adopted by the Community Development Director following receipt by the Mayor of a written complaint filed against the Appeal Authority. If requested by the Appeal Authority the Mayor shall provide the Appeal Authority with a public hearing conducted by a hearing officer appointed by the Mayor.
4. The Mayor with the advice and consent of the City Council shall fill any vacancy. The person appointed shall serve for the unexpired term of the member whose office is vacant.
5. The Appeal Authority shall receive compensation based on an agreement with the City Manager.

B. **Organization and procedures.** The Community Development Director shall adopt policies and procedures, consistent with the provisions of this section, for processing appeals, variances and requests for reasonable accommodations for persons with disabilities, the conduct for such hearings, and for any other purpose considered necessary to properly consider these applications.

C. **Powers and duties.** The Appeal Authority shall hear and decide:

1. Appeals from zoning decisions applying the zoning ordinance.
2. Variances from the terms of the zoning ordinance.
3. Requests for reasonable accommodations for persons with a disability.

D. **Appeals.**

1. The applicant or any other person or entity adversely affected by a decision administering or interpreting the zoning ordinance may appeal that decision applying the zoning ordinance by alleging that there is error in any order, requirement, decision, or determination made by an official in the administration or interpretation of the zoning ordinance.

2. Any officer, department, board, or bureau of the City affected by the grant or refusal of a building permit or by any other decisions of the administrative officer in the administration or interpretation of the zoning ordinance may appeal any decision to the [Appeal Authority](#).
3. Appeal applications shall be submitted to the Community Development Department within ten calendar days from the date the notice of decision was granted (see 17.20.010(D)).
4. The [Community Development Department](#) shall send the [Appeal Authority](#) all material constituting the record of the action which is appealed.
5. The person or entity making the appeal has the burden of proving that an error has been made.
6. An appeal authority's land use decision is a quasi-judicial act. The [Appeal Authority](#) shall find whether an error has been made. The board shall review the matter de novo, without deference to the land use authority's determination of factual matters. The Appeal Authority may affirm, reverse, or modify the action appealed from as it seems just and equitable and exercise all rights of any other officer or commission. The appeal authority shall:
 - a. determine the correctness of the land use authority's interpretation and application of the plain meaning of the land use regulations; and
 - b. interpret and apply a land use regulation to favor a land use application unless the land use regulation plainly restricts the land use application.
7. Only [administrative](#) zoning decisions applying the zoning ordinance may be appealed to the [Appeal Authority](#). Appeals may not be used to waive or modify the terms or requirements of this title.

E. Variances.

1. Any person or entity desiring a waiver or modification of the requirements of this title as applied to a parcel of property that he owns, leases, or in which he holds some other beneficial interest may apply to the [Appeal Authority](#) for a variance from the terms of this title.
2. The [Appeal Authority](#) may grant a variance only if all five of the following conditions are met:
 - a. Literal enforcement of this title would cause an unreasonable hardship for the applicant that is not necessary to carry out the general purpose of this title.
 - b. There are special circumstances attached to the property that do not generally apply to other properties in the same district.
 - c. Granting the variance is essential to the enjoyment of a substantial property right possessed by other properties in the same district.
 - d. The variance will not substantially affect the general plan and will not be contrary to the public interest; and
 - e. The spirit of this title is observed and substantial justice done.
3. In determining whether or not enforcement of this title would cause unreasonable hardship under subsection (2)(a) of this section, the [Appeal Authority](#) may not find an unreasonable hardship unless the alleged hardship is located on or associated with the property for which the variance is sought; and comes from circumstances peculiar to the property, not from conditions that are general to the neighborhood.
 - a. In determining whether or not enforcement of this title would cause unreasonable hardship under subsection (2)(a) of this section, the [Appeal Authority](#) may not find an unreasonable hardship if the hardship is self-imposed or economic.
4. In determining whether or not there are special circumstances attached to the property under subsection (2)(a) of this section, the Appeal Authority may find that special circumstances exist only if the special circumstances:
 - a. Relate to the hardship complained of; and
 - b. Deprive the property of privileges granted to other properties in the same district.

5. The applicant shall bear the burden of proving that all of the conditions justifying a variance have been met.
 6. Variances run with the land.
 7. The [Appeal Authority](#) and any other body may not grant use variances.
 8. In granting a variance, the [Appeal Authority](#) may impose additional requirements on the applicant that will:
 - a. Mitigate any harmful effects of the variance; or
 - b. Serve the purpose of the standard or requirement that is waived or modified.
- F. **Notice of Decision.**
1. [Record of Final Decision. After hearing the evidence and considering the application, the Appeal Authority shall make its written findings and have them entered in the minutes.](#)
 2. [Notice of Decision. Upon a decision by the Appeal Authority, a notice of decision shall be mailed to the applicant at the address or e-mail address given in the application.](#)
- G. **Stay of decision:** [The Appeal Authority may stay the issuance of any permits or approvals based on its decision for thirty \(30\) days or until the decision of the district court in any appeal of the decision.](#)
- H. **District court review.** Any person adversely affected by any decision of the [Appeal Authority](#) may petition the district court for a review of the decision. [\(UCA 10-9a part 8 et seq.\)](#)

17.30 Site Plan Review Standards

- 17.30.010 Purpose
- 17.30.020 Authority
- 17.30.030 Requirement
- 17.30.040 Review process

17.30.010 Purpose

The purpose of this section is to set forth procedures for considering and approving a site plan. These procedures are intended to provide orderly, safe and functionally efficient development consistent with the intent and purpose of this title.

17.30.020 Authority

After a recommendation from the Planning Commission the City Council is authorized to approve site plans as provided in this section.

17.30.030 Requirement

A site plan shall be required for any of the following land uses:

- A. any multi-family residential use
- B. and public, quasi-public or civic use
- C. any commercial / office use
- D. any industrial / manufacturing use

17.30.030 Review process

The developer contacts the Community Development Department for information concerning the City requirements and discusses with staff members the proposed plan of development. ~~If the application involves a commercial complex, it shall require a review by the Technical Review Committee.~~

- A. **Application:** Application for a site plan shall be made by the property owner or certified agent thereof to the Community Development Department. Only applications deemed complete by the Community Development Director or designee will be processed. Complete applications include appropriate application forms reflecting the standards of the City, site plans/drawings, texts, and signatures as required on the form available in the Community Development Department and on the City's website. All documentation shall meet City requirements. A letter or email confirming the completeness of the application may be requested by the applicant. All applications shall be accompanied by the appropriate fee as established from time to time by resolution of the City Council.
 - 1. Site plan applications are processed by the Community Development Department and include a development review meeting for all industrial / manufacturing, commercial / office complex developments. ~~Once reviewed for completeness the plans are processed by the Community Development staff for permitted uses. After a staff review, conditional use applications will be reviewed by the Planning Commission if labeled as "PC" in the Land Use Table 17.60.050 or the City Council if labeled "CC" in the Land Use Table 17.60.050.~~
 - 2. After the application is determined to be complete and a development reviews completed, the Community Development Director shall:
 - a. Give notice of the public meetings, and
 - b. Prepare a staff report for evaluating the application.
- B. **Public Meetings:** The site plan will then be reviewed by the Planning Commission with a recommendation to City Council. In a separate public meeting the City Council shall approve, approve with conditions, or deny the application pursuant to the standards set forth in this title.
 - 1. Any conditions of approval shall be limited to conditions needed to conform the site plan to approval standards.

2. A site plan shall conform to applicable standards set forth in this title and other applicable provisions of the City standards. Conditions may be imposed as necessary to achieve compliance with applicable requirements.
- C. **Approval Standards:** The following standards shall apply to the approval of a site plan
 1. The entire site shall be developed at one time unless a phased development plans is approved. A phase development plan shall show:
 - a. The planned development of the entire site, and
 - b. The timing and sequencing of improvements to be completed with each phase, particularly amenities, open space, and public improvements.
 2. A site plan shall conform to applicable standards set forth in this title and other applicable provisions of City standards and specifications. Conditions may be imposed as necessary to achieve compliance with applicable requirements.
 3. In order to assure development shown on an approved site plan will be constructed to completion in an acceptable manner, the applicant shall enter into a developer's agreement and shall conform to the requirements set forth in 17.130 of this title.
- D. **Appeal of decision:** Any person adversely affected by a final decision of the City Council regarding approval or denial of a site plan may appeal that decision to the Appeal Authority as provided in 17.20.040 of this title.
- E. **Effect of approval:** Every site for which a site plan has been approve shall conform to such plan.
 1. A building permit shall not be issued for any building or structure, external alterations thereto, or any sign until the provisions of this section have been met. Structures or improvements shall be constructed as shown on an approved site plan or as required by law.
 2. Approval of a site plan application shall not be deemed an approval of any other procedure or permit required by this title or this Code.
- F. **Amendment:** Except as may be provided elsewhere in this title, no element of an approved site plan shall be changed or modified without first obtaining approval of an amended site plan as follows:
 1. Alteration or expansion of an approved site plan may be permitted by the Community Development Director upon making the following findings:
 - a. The proposed amendment does not relate to a matter specifically required as a condition of approval;
 - b. Any proposed change of use is consistent with uses permitted on the site;
 - c. Existing uses were permitted when the site plan was approved, or have received a conditional use permit;
 - d. The proposed use and site will conform to applicable requirements of City standards and specifications;
 - e. The architecture of the proposed alteration or expansion, and landscaping, site design, and parking layout are compatible with facilities existing on the site; and
 - f. The site can accommodate the proposed change without any impact on surrounding property or infrastructure.
 2. If the Community Development Director cannot make the findings required in the foregoing subsection, an amended site plan shall be approved before any alteration or expansion occurs.
- G. **Expiration:** An approved site plan shall expire and have no further force or effect if the building, activity, construction, or occupancy authorized by the approval is not commenced within one year or is not substantially completed within two (2) years.

~~When the final site plan has been corrected and/or includes all requirements and conditions required by this process, the plans shall be stamped by a representative from the Community Development Department, as final and the developer may proceed to obtain building permits.~~

~~As applicable, the Utah State Department of Transportation, sewer district, irrigation provider, Davis County flood control, or other agencies will review the submitted items for compliance.~~

~~After final approvals are given, the developer shall provide the following at the City office:~~

~~the required guarantee(s) for any public improvements.~~

~~Furnishes proof of compliance with all the requirements of the pressure irrigation provider.~~

~~Applies for a building permit(s) and pays all required fees.~~

~~The developer and contractors and other representatives meet with City representatives in a pre-construction conference and then the developer constructs the on-site and off-site improvements in accordance with the approved plan and the City subdivision ordinance, specifications, and standard drawings, with inspection by the City.~~

~~When the site improvements are completed, the developer submits as-built drawings to the city who will then have the site inspected for construction and certify completion. The City will then return or release the guarantee on improvements any public improvements, except for a retainage of 10 percent. When structures are completed, with required inspection, the developer notifies the building inspector.~~

~~The Building Inspector will conduct a final inspection of the structure(s) and issue the certificate(s) of occupancy upon finding all in compliance. The Community Development Department shall inspect the site improvements for compliance with the approved plans.~~

~~Twenty-four months after completion of the improvements (date of construction completion inspection) a final inspection will be made by the City. If all site work is satisfactory, the retainage will be released.~~

~~Site plan and use approval for commercial complexes shall include the anticipated uses to assure that parking calculations are accurate.~~

~~Separate ownership of pad sites within a commercial complex requires a concurrent subdivision process.~~

~~Where such commercial developments have received overall final use/site plan approval from the City Council, the following shall apply to the development of individual pads within approved sites:~~

~~When a development contains or incorporates one or more pads and has received final use/site plan approval and then an actual use for a pad site is proposed, the use shall be processed as per the Land Use Table 17.60.050.~~

~~Modifications of a commercial complex site plan and/or individual pad design require Planning Commission approval. Modifications are defined as changes to the circulation pattern, or changes to building locations, or changes to buildings facades in terms of materials or patterns of use of materials.~~

Conditional uses.

~~Conditional use applications, including a site plan, are initially processed by the staff, and then approved, approved with modifications or conditions, or denied if the application does not meet adopted City standards.~~

~~These conditions are made a requirement by either the staff, the Planning Commission, or the City Council, depending on the use proposed (See Conditional Uses 17.40 and Land Use Table 17.60.050).~~

~~Conditional uses are listed with an AC for staff processing, a "PC" for uses that are reviewed by the Planning Commission. In addition, commercial Conditional Uses require a meeting with the City Council, after a Planning Commission recommendation. Those conditional uses are listed in the Land Use Table as "CC". When approvals are given, the applicant is authorized to submit building plans for review and approval.~~

17.30.020 Permitted Uses

~~These applications are processed by the Community Development Department and include a development review Technical Review Committee (TRC) meeting for all commercial complex developments, and staff processing once a complete application is submitted.~~

West Point Code Update 2020

~~Site plans for individual single-family homes in subdivisions that have been processed by West Point City are reviewed with a reduced list of site plan requirements on a separate application form.~~

~~A. Accessory buildings under 1500 square feet also have a reduced list of site plan requirements on a separate application form.~~

Chapter 17.40 **Conditional Uses**

17.40.010 Purpose.

17.40.020 Conditional use permit process

17.40.030 Determination

17.40.040 General standards of review

17.40.050 Appeals of decision

17.40.060 Inspection and enforcement

17.40.070 Time limit

17.40.080 Violation/revocation

17.40.010 Purpose.

The purpose of this chapter is to provide for a reasonable application, review, and approval process for land uses that are specified as "conditional".

These uses shall integrate into the community through the use of conditions, based on standards, intended to mitigate, the reasonably anticipated detrimental effects of a particular conditional use.

Mitigate, as defined in State Law, means reduce, and does not mean eliminate. Conditional uses shall be approved on a case-by-case basis under the standards in this chapter.

The applicant shall adequately demonstrate that the reasonably anticipated detrimental effects of the proposed use/site plan can be mitigated through the imposition of reasonable conditions based on standards in this chapter.

17.40.020 Conditional use permit process.

A. Permit required.

1. A conditional use permit shall be required for all uses listed as conditional uses in the zoning regulations in the Land Use Table 17.60.050. There are two ~~three~~ types of conditional uses: Administrative (AC), and Planning Commission Conditional Use (PC).~~and City Council Conditional Use (CC).~~
2. The Community Development Director or designee is authorized to process administrative conditional uses. The Planning Commission reviews Planning Commission conditional uses and they have the authority to approve or approve with conditions, based on written standards from the ordinances. ~~City Council conditional uses receive a review by staff, a Planning Commission recommendation, and the final approval with the City Council.~~
3. Denial of an application shall only be considered if there are no conditions that can be imposed to mitigate the reasonably anticipated detrimental effects of the use.

- B. Application required.** Application for a conditional use permit shall be made by the property owner or certified agent thereof to the Community Development Department. Only applications deemed complete by the Community Development Director or designee will be processed. Complete applications include appropriate application forms reflecting the standards of the City, site plans/drawings, texts, and signatures as required on the form available in the Community Development Department and on the City's website. All documentation shall meet City requirements. A letter or email confirming the completeness of the application may be requested by the applicant. All applications shall be accompanied by the appropriate fee as established from time to time by resolution of the City Council.

- C. Courtesy notice for conditional uses.** The applicant shall notify, by personal conversations or a mailed letter, the adjacent property owners, including those across the street, as a courtesy, for the neighbor's information only. A form letter is available for use in the Community Development

Department. Issues raised by neighbors may be incorporated as conditions of approval to mitigate anticipated detrimental effects, pursuant to the standards provided in section 17.40.040.

- D. **Review procedures.** The Community Development Director or designee shall administer an application review procedure in which the major and/or administrative conditional use application is evaluated for compliance with all applicable ordinances and codes and for reasonably anticipated detrimental effects.

If in the review of an administrative conditional use, staff finds site plan and/or use issues where the City standards conflict or the impacts of a use are significantly more than anticipated by the basic ordinance standards, staff may raise the application to the level of a Planning Commission conditional use and process it accordingly.

The application review procedure may contain the following components as determined by the Community Development Director or designee:

1. A pre-application meeting, in which preliminary applications (use and site plan) are reviewed and discussed prior to a formal application being submitted for review.
2. A review of the application, and associated documents for compliance with applicable sections/standards of the zoning ordinance.
3. A review of the application to ascertain potential reasonably anticipated detrimental effects.
4. If applicable, referral of the application to governmental or regulating entities having actual jurisdiction over the site in question, for recommendations. Such entities and departments may be convened as a technical review committee (TRC)
5. An on-site review of the proposal by the Community Development Director or designee.
6. A requirement that the applicant submit impact studies or other technical studies regarding grading, drainage, traffic, parking, geologic hazards, noise, and environmental contamination.
7. If in the review of an administrative conditional use, staff finds site plan and/or use issues where the City standards conflict or the impacts of a use are significantly more than anticipated by the basic ordinance standards, staff may raise the application to the level of a Planning Commission conditional use and process it accordingly.

17.40.030 Determination.

- A. Each application for an administrative conditional use, and Planning Commission Conditional Use shall be:
1. Approved if the proposed use, including the manner and design in which a property is proposed for development, complies with the standards of this Code for approval or as outlined in Section 17.40.040; or
 2. Approved with conditions if the anticipated detrimental effects of the use, including the manner and design in which the property is proposed for development, can be mitigated with the imposition of reasonable conditions to bring about compliance with the standards outlined in Section 17.40.040; or
 3. Denied if the anticipated detrimental effects of the proposed use cannot be mitigated with the imposition of reasonable conditions of approval to bring about compliance with the standards as outlined in Section 17.40.040. A change in the market value of real estate shall not be a basis for the denial of a proposed conditional use.
- B. Any conditions of approval shall be limited to conditions needed to mitigate potential detrimental effects and conform the conditional use to the standards outlined in this Chapter.
- C. After a decision is made by the Community Development Director or the Planning Commission, the Community Development Director or designee shall provide the applicant written notice of the final decision of record along with any conditions, findings, and site plan modifications.

17.40.040 General conditional use review standards.

- A. All conditional use permits run with the land and may require the applicant to record documents to that effect.
- B. The proposed conditional use shall comply with City ordinances, Federal, and State Law, as applicable to the use and to the site where the conditional use will be located, and;
- C. Mitigation is required of reasonably anticipated detrimental effects that may arise from the conditional use, including:
 - 1. Detrimental effects of decreased street service levels and/or traffic patterns including the need for street modifications such as dedicated turn lanes, traffic control devices, safety, street widening, curb, gutter and sidewalks, location of ingress/egress, lot surfacing and design of off-street parking and circulation, loading docks, as well as compliance with off-street parking standards, including other reasonable mitigation as determined by a qualified traffic engineer.
 - 2. Detrimental effects on the adequacy of utility systems, water and sewer, solid waste, snow removal, service delivery, and capacities, including the need for such items as relocating, upgrading, providing additional capacity, irrigation systems, or preserving existing systems, including other reasonable mitigation as determined by the City's engineering staff, contracted engineers, and utility service providers.
 - 3. Detrimental effects on connectivity and safety for pedestrians and bicyclists.
 - 4. Detrimental effects by the use due to its nature, including noise that exceeds sound levels normally found in residential areas, odors beyond what is normally considered acceptable, within a neighborhood including such effects as environmental impacts, dust, fumes, smoke, odor, noise, vibrations, chemicals, toxins, pathogens, gases, heat, light, electromagnetic disturbances, and radiation. Detrimental effects by the use may include hours of operation and the potential to create an attractive nuisance.
 - 5. Detrimental effects that increase the risk of contamination of or damage to adjacent properties and injury or sickness to people arising from, but not limited to, waste disposal, fire safety, geologic hazards, soil or slope conditions, liquefaction potential, site grading/topography, storm drainage/flood control, the removal of dangerous or blighted structures, high ground water, environmental health hazards, or wetlands, as determined by City Engineer, and/or other qualified specialists.
 - 6. Detrimental effects of modifications to exterior lighting that conflict with abutting properties.
 - 7. Detrimental effects arising from site design and/or building design in terms of use, scale, intensity, height, mass, setbacks, character, construction, solar access, landscaping, fencing, screening, lighting (on-site and adjacent street lighting), signs, and architectural design and exterior detailing/finishes and colors within the area.
 - 8. Detrimental effects on emergency fire service and emergency vehicle access.
 - 9. Detrimental effects on usable/functional/accessible open space and sensitive lands.
 - 10. Inadequate maintenance of the property and structures in perpetuity including performance measures, compliance reviews, and monitoring.
 - 11. Detrimental effects of excessive storm water generation.

17.50.050 Appeals of decision.

The applicant and/or any person adversely affected by a decision of the Community Development Director or Planning Commission or City Council regarding the decision rendered for a conditional use permit may appeal such decision to the Appeal Authority, by filing written notice of appeal with the Community Development Department within ten (10) calendar days from the date of such decision. See Appeal Authority Section 17.20.040.

17.50.060 Inspection and enforcement.

- A. Following the issuance of a conditional use permit, the Community Development Director shall ensure that the development is undertaken and completed in compliance with the conditions as set forth in the conditional use. The Community Development Director or designee is entitled to perform on-site inspections to assure that compliance.
- B. If the Community Development Director determines that the holder of a conditional use permit is in violation of the terms or conditions upon which the permit was issued, the City Recorder shall notice the permit holder. If the Director determines that the terms or conditions of the permit have been violated, the Director ~~he/she~~ shall cause the permit holder to specify how the holder will promptly comply with the terms and conditions of the permit in a designated time frame, or the Director ~~he/she~~ shall revoke the permit if the applicant is not able and willing to comply with the previously set conditions in a reasonable time frame. The Director shall detail such findings for revocation in the final decision.

17.50.070 Time limit.

Unless the uses and conditions prescribed in a conditional use permit are implemented within a maximum period of one year of its issuance, the conditional use permit shall expire. The permit shall be considered implemented if the recipient either engages or participates in the conditional use or completes substantial construction, such as grading and foundation construction, on the project for which the permit was granted. The Community Development Director may grant a maximum extension of six months under exceptional circumstances, such as financial hardships, lack of construction materials, etc.

17.50.080 Violation/revocation.

- A. A violation of any of the terms of this chapter or any conditions imposed as part of a conditional use permit shall be unlawful and may be remedied or punished as allowed by law. Such violations may be remedied or punished as allowed by law with penalties as specified in Section 17.00.
- B. A conditional use may be revoked upon failure to comply with the conditions of the original approval and the standards of this ordinance. Notification of a revocation shall be provided to the property owner, after a thirty (30) day written of violation and opportunity to comply is given. Such notices are the responsibility of the Community Development Director and/or the Code Enforcement Officer. Such notices may be contested through an application and a public hearing with the Planning Commission. Time extensions to correct the violation (s) may be issued by the Community Development Director and/or Code Enforcement Officer when the extent of the violation(s) warrants additional time to correct.

Accessory Apartments moved to 17.70.060

Temporary Uses moved to 17.70.130

Sexually Oriented Business located in 5.50

Major and Minor Home Occupations Moved to

Chapter 17.50 Annexation Policy Plan

- A. The character of the community.** The West Point area was originally settled by Mormon Pioneers in 1866. The area spawned large successful farms with agriculture continued as the basic industry and lifestyle until recently.

The general area occupied by West Point is bordered on the west by the Great Salt Lake and on the east by Clearfield City, north by Clinton City and south by Syracuse City. West Point is located in a very aesthetically beautiful setting with the Wasatch National Forest containing stands of Pine and Quaking Aspen trees and abundance of wildlife to the east and the Great Salt Lake with Antelope Island to the west. West Point is a family-oriented community known for its pastoral setting, rural atmosphere, and small-town character.

West Point has experienced significant growth in the last decade as urban development continues to expand. The majority of residential dwellings are single-family detached units in standard subdivisions. This development has occurred mostly in the eastern portion of the City while areas in the western portion of the City remain largely undeveloped and rural in character.

Future expansion of the City may include residential, commercial and business park areas. Neighborhoods within which residents have been historically identified with the community should not be excluded from the community or divided between communities.

- B. The need for municipal services in developed and undeveloped unincorporated areas.** The areas considered for annexation are located generally within the area illustrated on the expansion area map [as adopted by the City](#). If annexed to West Point, municipal services would likely be able to be provided either by the City or by special service districts such as the North Davis Sewer District, Hooper Water District and Weber Basin Water District. New annexations may include areas which are largely undeveloped and which contain unique features and characteristics. Such areas may include open space, riparian areas, shore lands, and natural resource areas. Expansion of the City into these areas will allow appropriate preservation while blending in development and providing appropriate growth and management opportunities to benefit property owners and the citizens of West Point City.

West Point City believes it is in the interest of its citizens and will provide public health, safety and welfare to assure the responsibility for providing municipal services to the expansion area [as adopted by the City](#). The provision of municipal services to this area will assure the City of the ability to protect the interests of its residents in maximizing the benefits of the economies of scale in the provision of municipal services and in minimizing the harmful impacts of conflicting uses of land that may be proposed or occur within the expansion area.

The area is currently served by Davis County, which provides road maintenance and police protection. The Hooper Water District provides secondary water services. Existing residents receive culinary water from Hooper Water District. The county is not in any position to provide culinary water or site-specific storm drainage services to the area. Providing water, sewer and storm drainage services to the expansion area would present no serious difficulty for West Point City. These facilities could be constructed when development occurs within the annexed areas.

These areas would be serviced by the North Davis Sewer Improvement District as annexation occurs. New annexations should include areas in which services can be provided efficiently. The annexation should not create topographically isolated areas, areas for which the provision of services would be costly or difficult, or an area in which ground water runoff would create multi-jurisdictional problems.

- C. **Plans and time frame for extension of municipal services.** The expansion area is close to the existing community and utility infrastructure of West Point City. Major traffic facilities extend to these areas along which all services, whether on, beneath, or above ground, could be extended. Fire, police, solid waste collection, street maintenance and similar municipal services not dependent on the extension of an infrastructure could be commenced when appropriate. Extensions of infrastructures, i.e., water, sewer, and storm drain systems, would be undertaken when needed as capital improvement funds become available. Municipal services would follow development and the City's budget capability.

Areas not now considered for new infrastructure and services beyond the City's budget capability would be serviced over a period of time as development takes place. These areas are presently serviced by the North Davis Sewer District and the Hooper Water District.

When development proposals are submitted for specific urban development, agreements for the provision of services and improvements are entered into between the City and the developer resolving issues before final approvals are given. All developments are required to provide supporting site-specific infrastructure related to developments that are not systems of Citywide improvements which benefit the community as a whole.

- D. **How services will be financed.** The financing of services for newly annexed areas will be accomplished by various means. The City will place requirements on developers in such areas to install public improvements as set forth in this chapter and the development codes.

Previously developed areas for which annexation petitions are submitted to the City will be reviewed for adequacy of services before approval. If deficiencies are discovered, the financing of improvements may be determined by agreements between the City, the petitioners, property owners, and/or developers of adjacent property. The financing may be accomplished by various means, i.e., the City's general fund, debt financing, special improvement districts or by developer contributions. General government and public safety services will be provided to such areas as soon as possible. Interlocal cooperation agreements may be used to cover transition periods.

Lands that are the subject of petitions for annexations that are undeveloped and not serviced will be reviewed carefully by the City engineer and appropriate City departments to determine the most feasible means of financing infrastructure and needed improvements. In most cases, installation of such improvements and services will be financed by the developer of the property.

- E. **An estimate of a tax consequence to residences both currently within the municipal boundaries and the expansion area.** The areas presented herein as favorable for annexation to West Point represent a variety of development potential and distance. It is believed that all of these areas could be serviced adequately by the City. Some of the lands within these areas may be suitable for industrial commercial development and would be considered for such. West Point's property tax base relies primarily upon taxing of residential property. The development of nonresidential uses in some newly annexed areas could ultimately result in some relief for the residential properties throughout the City.

It is generally believed that annexation in the general areas shown, if monitored by the City to assure a satisfactory balance of land uses, would not alter the distribution of taxes to any great extent. It is recognized also that the potential exists for commercial development and the generation of sales tax to augment the City's revenues.

The areas shown as favorable for annexation are all or partially within the North Davis County Sewer District, Hooper Water District, and the Davis County Mosquito Abatement District and are subject to tax levies imposed by these special districts.

- F. **The interest of all affected entities.** Prior to the approval of any property for annexation, the petitioners may be requested by the City to provide recommendations from neighboring local governmental jurisdictions regarding the proposal and potential impact of annexation on the general county economic needs, goals or objectives. Applicants for annexation may also have to identify any special districts or county departments that are currently providing services to the property. If the proposed area is receiving services that are to be assumed by West Point City, a statement should be included indicating that steps can be taken to assure an effective transition in the delivery of services. A timetable for extending services should be included if the City is unable to provide services immediately. If the proposal includes a specific urban development, an agreement for the provision of services and improvements should be concluded between the City and the applicant.

All affected entities as defined by Section 10-2-401(1)(a), Utah Code Annotated 1953, may review the proposed annexation policy plan or amendments thereto and may submit oral or written comments and recommendations to the Planning Commission as invited to do so by notice posted and mailed pursuant to state law. The City shall address any comment made by affected entities at or within 10 days after the public meeting held by the Planning Commission to receive said input from affected entities as stated by the law.

- G. **Expansion area.** A map depicting the proposed expansion area for the ~~City is attached to this chapter the~~ West Point City's General Plan Document.

Chapter 17.60 **Establishment and Designation of Zones-Districts**

- 17.60.010 Zones established and zoning map.
- 17.60.020 Application of district regulations.
- 17.60.030 Rules for interpretation of district boundaries.
- 17.60.040 Designation of district(s) upon annexation.
- 17.60.050 Table of land use regulations.
- 17.60.060 Agricultural and Farm Industry A-5
- 17.60.070 Agricultural A-40
- 17.60.080 Residential R-1
- 17.60.090 Residential R-2
- 17.60.100 Residential R-3
- 17.60.110 Multi- Family Residential R-4
- 17.60.120 Multi –Family Residential R-5
- 17.60.140 Professional Office P-O
- 17.60.145 Commercial (N-C, C-C & R-C)
- 17.60.150 Research Industrial Park District (R/IP)
- 17.60.160 Planned Residential Unit Development (PRUD) Overlay Zone
- 17.60.170 General Regulations for Zoning Districts.

17.60.010 Zones established and Zoning Map.

- A. For the purposes of this title, all the land within the incorporated boundaries of West Point City is hereby divided into the following zones which are shown on the zoning map of West Point City which, together with all explanatory matter thereon, is hereby adopted by reference and declared to be part of this title:

A-5	Agriculture and Farm Industry ~~District~~ <u>Zone</u>
A-40	Agriculture ~~District~~ <u>Zone</u>
R-1	Residential ~~District~~ <u>Zone</u>
R-2	Residential ~~District~~ <u>Zone</u>
R-3	Residential ~~District~~ <u>Zone</u>
R-4	Multi-Family Residential ~~District~~ <u>Zone</u>
R-5	Multi-Family Residential ~~District~~ <u>Zone</u>
P-O C	Professional Office ~~District~~ <u>Zone</u> <u>Commercial Zones- Neighborhood Commercial (NC),</u> <u>Community Commercial (CC) & Regional Commercial</u> <u>(RC)</u>
R/I-P	Research/Industrial Park ~~District~~ <u>Zone</u>
PRUD	Planned Residential Unit Development Overlay Zone

B. Zoning map.

1. The zoning map shall be identified by ordinance or resolution. It shall bear the date of its adoption with the Mayor's signature attested by the City Recorder.
2. No changes of any nature shall be made in the zoning map of matter shown thereon except in conformity with the procedures set forth in this title.
3. Regardless of the existence of purported copies of the zoning map, which may from time to time be made or published, the zoning map and ordinances amending the zoning map, which shall be located in the ordinance and resolution file, shall be the final authority as to the current zoning status of land areas and of buildings and other structures in the city.
4. In the event that the zoning map becomes damaged, destroyed, or lost, or difficult to interpret because of the nature or number of changes and additions, the City Council may

by resolution adopt a new zoning map which shall supersede the prior zoning map. The new zoning map may correct drafting or other errors or omissions in the prior zoning map, but no such correction shall have the effect of amending the original zoning map or any subsequent amendment thereof. The new zoning map shall be identified by resolution. It shall bear the date of its adoption with the signature of the mayor of West Point City attested by the City Recorder.

17.60.020 Application of district regulations.

Except as hereinafter otherwise provided:

- A. No building or part thereof or other structure shall be erected, altered, added to or enlarged, nor shall any land, building, structure, or premises be used, designated, or intended to be used for any manner other than is included among the uses hereinafter listed as permitted in the district in which such building, land, or premises is located.
- B. No building or part thereof or structure shall be erected, reconstructed, or structurally altered to exceed in height the limit hereinafter designated for the district in which such building is located.
- C. No building or part thereof or structure shall be erected, nor shall any existing building be altered, enlarged, or rebuilt or moved into any district, nor shall any open space be encroached upon or reduced in any manner, except in conformity to the yard, building site area, and building location regulations hereinafter for the district in which such building or open space is located.
- D. No yard or open space provided about any building for the purpose of complying with the provisions of this title shall be considered as providing a yard or open space for any other building, and no yard or other open space on one building site shall be considered as providing a yard or open space for a building on any other building site except in the case of dwelling groups.

17.60.030 Rules for interpretation of district boundaries.

Where uncertainty exists as to the boundaries of zones as shown on the zoning map, the following rules shall apply:

- A. Boundaries indicated as approximately following the centerlines of roads or streets, highways, or alleys shall be construed to follow such centerlines.
- B. Boundaries indicated as approximately following platted lot lines shall be construed as following such lot lines.
- C. Boundaries indicated as approximately following city limits shall be construed as following such city lines.
- D. Boundaries indicated as following railroad lines shall be construed to be midway between the main tracks.
- E. Boundaries indicated as approximately following centerlines of streams or canals shall be construed to follow such centerlines.
- F. Boundaries indicated as parallel to or extensions of features indicated in subsections (A) through (E) of this section shall be so construed. Distances not specifically indicated on the zoning map shall be determined by the scale of the map.
- G. Where physical or cultural features existing on the ground are at variance with those shown on the zoning map, or in other circumstances not covered by subsections (A) through (F) of this section, the Community Development Director shall interpret the district boundaries.

17.60.040 Designation of district(s) upon annexation.

The City may assign a zoning designation to the territory annexed to the municipality at the time the territory is annexed.

17.60.050 Table of land use regulations.

A. Table of Land Use Regulations. Glossary and Requirements:

P = PERMITTED USE (P) A site plan application is required with staff processing.

AC = ADMINISTRATIVE CONDITIONAL USE (AC). A site plan application with an administrative staff review is required.

PC = PLANNING COMMISSION CONDITIONAL USE REVIEW (PC). A site plan application with Planning Commission review is required.

B. If a use is not specifically designated below, then it is prohibited.

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<u>LAND USE ZONES</u>	<u>A-5</u>	<u>A-40</u>	<u>R-1</u>	<u>R-2</u>	<u>R-3</u>	<u>R-4</u>	<u>R-5</u>	<u>P-O</u>	<u>N-C</u>	<u>C-C</u>	<u>R-C</u>	<u>R/I-P</u>
<u>Agricultural Uses</u>												
<u>1. Agriculture – crop production</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>		<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>2. Intensive commercial agricultural operations</u>	<u>AC</u>	<u>AC</u>										
<u>3. Farm Animals</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>AC</u>							
<u>4. Accessory Building (Small) up to 1200 sq ft</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>5. Accessory Building (Medium) 1201 – 1,499 on a lot under 15,000 square feet</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>
<u>6. Accessory Building (Large) 1,500 sq ft +</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>					
<u>7. Accessory Building (Side Yard)</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>					
<u>8. Animal Enclosures</u>	<u>P</u>	<u>P</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>							
<u>9. Beekeeping (Apiary)</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>							
<u>10. Kennels, Private > 2 dogs</u>	<u>PC</u>	<u>PC</u>										
<u>11. Agricultural Subdivision</u>	<u>P</u>	<u>P</u>										
<u>Residential Uses</u>												
<u>1. Dwelling, Single-Family</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>					
<u>2. Minor Home Occupations (see 17.70.140)</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>					
<u>3. Major Home Occupations (see 17.70.140)</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>					
<u>4. In-Home Daycare/Pre-School (see 17.70.140)</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>					

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<u>5. Townhomes, duplexes, patio homes, single story or stacked flat condominiums</u>						<u>P</u>	<u>P</u>					
<u>6. Dwelling, Multiple Unit</u>							<u>CC</u>					
<u>7. Accessory Apartment</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>							
<u>8. Residential Subdivision (including a model home as a permitted use after the preliminary plat is approved)</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>					
<u>Institutional/Quasi-Public</u>												
<u>1. Cemetery</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>					
<u>2. Religious places of worship and support facilities</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>3. Commercial Day Care Center and/or Pre-School</u>								<u>CC</u>	<u>CC</u>	<u>AC</u>	<u>AC</u>	<u>AC</u>
<u>5. Senior Care Facilities/Nursing Homes</u>								<u>CC</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>
<u>6. Private/Quasi-Public/Charter School</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>7. Utility buildings and structures, Electric substations</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>
<u>8. Telecommunications Towers (see 17.90 for specific types), and Small Cell Installations. *</u> <u>*Monopole type only and only allowed on public property.</u>			<u>PC*</u>	<u>PC*</u>	<u>PC*</u>	<u>PC*</u>	<u>PC*</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>	<u>PC</u>
<u>9. Public Utilities (including substations). Shops and Storage Yards, and Public Buildings</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>10. Public Water Reservoir/ Public Storage Tank</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>11. Group Homes in residential structure</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>					
<u>Entertainment/Recreation Uses</u>												

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<u>1. Golf Course (Public & Private)</u>	<u>P</u>	<u>P</u>										
<u>Automobile-Related Uses</u>												
<u>1. Gas/convenience store with or w/o car wash</u>									<u>CC</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>
<u>General Retail/Commercial/Hospitality</u>												
<u>1. Retail shops/Services (under 10,000 sq. ft)</u>									<u>CC</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>
<u>2. Mid-box retail (10,001 to 80,000 sq. ft)</u>										<u>CC</u>	<u>CC</u>	
<u>3. Big Box Retail 80,001 and larger)</u>											<u>CC</u>	
<u>4. Financial Institutions</u>								<u>CC</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>
<u>5. Restaurants, bars, including fast food</u>								<u>CC</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>
<u>6. Professional offices, Business Medical/Dental/Optical Office/Clinics and Laboratories</u>								<u>CC</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>
<u>7. Private Instructional Studio - Artist, Photography, Dance, Music, Drama, Health, Exercise</u>									<u>CC</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>
<u>8. Commercial Complex</u>								<u>CC</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>	<u>CC</u>
<u>9. Commercial/Industrial Subdivisions</u>								<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>10. Signs (see 17.110)</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>11. Firework stands (temporary) (see 5.25)</u>									<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>
<u>Commercial Related/Manufacturing</u>												
<u>1. Light Manufacturing (within an enclosed building)</u>											<u>CC</u>	<u>CC</u>
<u>2. General Manufacturing</u>												<u>CC</u>

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<u>3. Contractor Storage Yard</u>												<u>CC</u>
<u>4. Self- Storage Units</u>												<u>CC</u>
<u>5. Warehouse</u>												<u>CC</u>
<u>6. Office or retail shop/warehouse</u>											<u>CC</u>	<u>CC</u>
<u>7. Sexually Oriented Businesses (see 5.50)</u>												<u>CC</u>
<u>8. Cannabis Facilities: cultivation, processing, and pharmacies</u>												<u>P</u>

17.60.050 A-5 Agricultural and Farm Industry Zone

A. Purpose

B. Use table

C. Development and building standards

D. Related provisions

1. **Purpose.** The purpose of the A-5 (Agriculture and Farm Industry) zone is to promote and preserve agriculture and farming, to maintain and preserve large areas of open space, and keep greater numbers of farm animals.

- B. **Use table.** See Use Table Section 17.60.050. If a use is not specifically designated, then it is prohibited. All uses listed in the use table and that require a building permit shall also require a site plan application.

C. Development and building standards.

1. **Subdivision Requirements.** In addition to the following standards, all lots (including single-lots) shall be approved and developed in accordance with the standards found in the Subdivision Ordinance 17.130.
2. **A-5 Lot Standards Tables.**

The following standards apply to all buildings in the A-5 zone:

<u>Lot Size and Minimum Dimensions</u>	
<u>Min. Lot Area (acres) First Dwelling Unit</u>	5
<u>Min. Lot Area (acres) for Each Add. Unit</u>	5
<u>Min. Frontage</u>	150'
<u>Min. Depth</u>	100'
<u>Principle Structure</u>	
<u>Min. Front Yard Setback</u>	30'
<u>Min. Front Yard Setback Arterial Street</u>	40'
<u>Min. Side Yard Setback (One Side)</u>	10' (total of 20' for both sides)
<u>Min. Side Yard Corner Lot</u>	20'
<u>Min. Side Yard Corner Lot Arterial Street</u>	30'
<u>Min. Rear Yard Setback (see 17.70.20 for encroachment standards)</u>	30'
<u>Min. And Max Height</u>	12' & 40'
<u>Min. Size of Dwelling</u>	(see 17.70.020)
<u>Accessory Buildings</u>	
<u>Animal Enclosures</u>	(see 17.70.100)
<u>Accessory Buildings</u>	(see.17.70.030)
<u>Accessory Dwelling Units Apartments</u>	(see 17.70.060)
<u>Fencing & Landscaping</u>	
<u>Fencing</u>	(see 17.70.050)
<u>Landscaping</u>	(see 17.70.040)
<u>Towers and Flagpoles</u>	
<u>Max Height for Flagpoles</u>	40'

3. **Animal enclosures.** All pens, corrals, barns, coops, stables and other similar structures to keep animals or fowl shall be located not less than 150 feet from a public street and not less than 100 feet from all dwellings on adjacent lots; unless the enclosing structure

is on a corner lot, in which case the structure shall be located not less than 150 feet from a public street on one side and 25 feet from the other public street. All pigs shall be kept at least 200 feet from dwellings on adjacent lots. [Also see 17.70.100](#)

4. [Front yard landscaping.](#) On lots over one-half acre in size, landscaping shall only be required on 100 feet of street frontage to the depth of the front yard setback. [For lots under one-half acre see Section 17.70.040.](#)

~~4. Fencing.~~

~~Fencing types include: rope; string; and wire product including but not limited to chicken wire, hog wire, wire fabric, and similar welded or woven wire fabrics; chain; netting; corrugated metal panels; galvanized sheet metal; fiberglass panels in any fence or materials that are not manufactured specifically as fencing materials. [Plywood is prohibited.](#)~~

[D. Related provisions](#)

[Chapter 17.00 Administration and Enforcement](#)

[Chapter 17.10 Definitions](#)

[Chapter 17.30 Site Plan Review Standards](#)

[Chapter 17.40 Conditional Use Permits](#)

[Chapter 17.70. General Regulations](#)

[Chapter 17.70.140. Home Occupation](#)

[Chapter 17.70.100 Farm Animal Regulations](#)

[Chapter 17.100 Off Street Parking and loading](#)

[Chapter 17.110 Sign Regulations](#)

[Chapter 17.120 Lighting](#)

[Chapter 17.130 Subdivisions](#)

17.60.070 A-40 Agricultural Zone

- A. Purpose
- B. Use table
- C. Development and building standards
- D. Related provisions

- A. Purpose. The purpose of the A-40 (Agriculture) zone is to provide rural residents the flexibility of having large lots that promote and preserve some agriculture with farm animal keeping.
- B. Use table. See Use Table Section 17.60.050. If a use is not specifically designated, then it is prohibited. All uses listed in the use table and that require a building permit shall also require a site plan application
- C. Development and building standards.
 - 1. Subdivision Requirements. In addition to the following standards, all lots (including single-lots) shall be approved and developed in accordance with the standards found in the Subdivision Ordinance 17.130.
 - 2. A-40 Lot Standards Tables.

The following standards apply to all buildings in the A-40 zone:

<u>Lot Size and Minimum Dimensions</u>	
<u>Min. Lot Area (sq. ft.) First Dwelling Unit</u>	40,000
<u>Min. Lot Area (sq. ft.) for Each Add. Unit</u>	40,000
<u>Min. Frontage</u>	100'
<u>Min. Depth</u>	100'
<u>Principle Structure</u>	
<u>Min. Front Yard Setback</u>	30'
<u>Min. Front Yard Setback Arterial Street</u>	40'
<u>Min. Side Yard Setback (One Side)</u>	10' (total of 20' for both sides)
<u>Min. Side Yard Corner Lot</u>	20'
<u>Min. Side Yard Corner Lot Arterial Street</u>	30'
<u>Min. Rear Yard Setback Min. Rear Yard Setback (see 17.70.20 for encroachment standards)</u>	30'
<u>Min. And Max Height</u>	12' & 40'
<u>Min. Size of Dwelling</u>	(see.17.60.170)
<u>Accessory Buildings</u>	
<u>Animal Enclosures</u>	(see 17.70.100)
<u>Accessory Buildings</u>	(see.17.70.030)
<u>Accessory Dwelling Units ~~Apartment~~</u>	(see 17.70.060)
<u>Fencing & Landscaping</u>	
<u>Fencing</u>	(see 17.70.050)
<u>Landscaping</u>	(see 17.70.040)
<u>Towers and Flagpoles</u>	
<u>Max Height for Flagpoles</u>	40'

- 3. Animal enclosures. All pens, corrals, barns, coops, stables and other similar structures to keep animals or fowl shall be located not less than 150 feet from a public street and not less than 100 feet from all dwellings on adjacent lots; unless the enclosing structure is on a corner lot, in which case the structure shall be located not less than 150 feet

from a public street on one side and 25 feet from the other public street. All pigs shall be kept at least 200 feet from dwellings on adjacent lots. [Also see 17.70.100](#)

4. [Front yard landscaping.](#) On lots over one-half acre in size, landscaping shall only be required on 100 feet of street frontage to the depth of the front yard setback. [For lots under one-half acre see Section 17.70.040.](#)

~~4. Fencing.~~

~~Fencing types include: rope; string; and wire product including but not limited to chicken wire, hog wire, wire fabric, and similar welded or woven wire fabrics; chain; netting; corrugated metal panels; galvanized sheet metal; fiberglass panels in any fence or materials that are not manufactured specifically as fencing materials. [Plywood is prohibited.](#)~~

D. Related provisions

[Chapter 17.00 Administration and Enforcement](#)

[Chapter 17.10 Definitions](#)

[Chapter 17.30 Site Plan Review Standards](#)

[Chapter 17.40 Conditional Use Permits](#)

[Chapter 17.70. General Regulations](#)

[Chapter 17.70.140. Home Occupation](#)

[Chapter 17.70.100 Farm Animal Regulations](#)

[Chapter 17.100 Off Street Parking and loading](#)

[Chapter 17.110 Sign Regulations](#)

[Chapter 17.120 Lighting](#)

[Chapter 17.130 Subdivisions](#)

17.60.080 R-1 Residential Zone

A. Purpose

B. Use table

C. Development and building standards

D. Related provisions

A. Purpose. The purpose of the R-1 (Residential) zone is to provide low density single-family neighborhoods.

B. Use Table. See Use Table Section 17.60.050. If a use is not specifically designated, then it is prohibited. All uses listed in the use table and that require a building permit shall also require a site plan application

C. Development and building standards.

1. Subdivision Requirements. In addition to the following standards, all lots (including single-lots) shall be approved and developed in accordance with the standards found in the Subdivision Ordinance 17.130.
2. R-1 Lot Standards Tables.

The following standards apply to all buildings in the R-1 zone:

<u>Lot Size and Minimum Dimensions</u>	
<u>Max Density</u>	2.2
<u>Min. Lot Area (sq. ft.) First Dwelling Unit</u>	12,000
<u>Min. Lot Area (sq. ft.) for Each Add. Unit</u>	12,000
<u>Min. Frontage</u>	85'
<u>Minimum Average Frontage of All Lots (no more than three lots in a row shall be the minimum lot width, the next lot must vary by a min. of five feet)</u>	100'
<u>Min. Depth</u>	100'
<u>Principle Structure</u>	
<u>Min. Front Yard Setback</u>	30'
<u>Min. Front Yard Setback Arterial Street</u>	40'
<u>Min. Side Yard Setback (One Side)</u>	10' (total of 20' for both sides)
<u>Min. Side Yard Corner Lot</u>	20'
<u>Min. Side Yard Corner Lot Arterial Street</u>	30'
<u>Min. Rear Yard Setback Min. Rear Yard Setback (see 17.70.20 for encroachment standards)</u>	30'
<u>Yard Exceptions</u>	(see Section C (5) below)
<u>Min. And Max Height</u>	12' & 40'
<u>Min. Size of Dwelling</u>	(see 17.60.170)
<u>Accessory Buildings</u>	
<u>Animal Enclosures</u>	(see 17.70.100)
<u>Accessory Buildings</u>	(see 17.70.030)
<u>Accessory Dwelling Units Apartments</u>	(see 17.70.060)
<u>Fencing & Landscaping</u>	
<u>Fencing</u>	(see 17.70.050)
<u>Landscaping</u>	(see 17.70.040)
<u>Towers and Flagpoles</u>	
<u>Max Height for Flagpoles</u>	40'

3. Front yard exceptions and side yard modifications:
 - a. Where the average depth of at least two existing front yards on lots within 100 feet of the lot in question and within the same block is less than the least front yard depth prescribed for said R-1 district, the front yard of such lot may be reduced to the average depth of the existing front yards within 100 feet of the lot in question, or the average depth of existing front yards of the two lots immediately adjoining, or, in the case of a corner lot, the depth of the front yard on the lot immediately adjoining, and facing on the same street as the lot in question.
 - b. A side yard along the side street lot line of a corner lot, which abuts in the rear the side lot line of another lot in an R-1 district, shall have a width of not less than one-half of the required depth of the front yard on such other lot fronting the side street.

D. Related provisions

Chapter 17.00 Administration and Enforcement

Chapter 17.10 Definitions

Chapter 17.30 Site Plan Review Standards

Chapter 17.40 Conditional Use Permits

Chapter 17.70. General Regulations

Chapter 17.70.140. Home Occupation

Chapter 17.70.100 Farm Animal Regulations

Chapter 17.100 Off Street Parking and loading

Chapter 17.110 Sign Regulations

Chapter 17.120 Lighting

Chapter 17.130 Subdivisions

17.60.090 R-2 Residential Zone

- A. Purpose**
- B. Use table**
- C. Development and building standards**
- D. Related provisions**

A. Purpose. The purpose of the R-2 (Residential) zone is to provide medium density single-family neighborhoods.

B. Use Table. See Use Table Section 17.60.050. If a use is not specifically designated, then it is prohibited. All uses listed in the use table and that require a building permit shall also require a site plan application

C. Development and building standards.

1. Subdivision Requirements. In addition to the following standards, all lots (including single-lots) shall be approved and developed in accordance with the standards found in the Subdivision Ordinance 17.130.
2. R-2 Lot Standards Tables.

The following standards apply to all buildings in the R-2 zone:

<u>Lot Size and Minimum Dimensions</u>	
<u>Max Density</u>	2.7
<u>Min. Lot Area (sq. ft.) First Dwelling Unit</u>	10,000
<u>Min. Lot Area (sq. ft.) for Each Add. Unit</u>	10,000
<u>Min. Frontage</u>	85'
<u>Minimum Average Frontage of All Lots (no more than three lots in a row shall be the minimum lot width, the next lot must vary by a minimum of five feet)</u>	90'
<u>Min. Depth</u>	100'
<u>Principle Structure</u>	
<u>Min. Front Yard Setback (minimum setback can be used in either the front or the rear yard but not both)</u>	25'/30'
<u>Min. Front Yard Setback Arterial Street</u>	40'
<u>Min. Side Yard Setback (One Side)</u>	10' (total of 20' for both sides)
<u>Min. Side Yard Corner Lot</u>	20'
<u>Min. Side Yard Corner Lot Arterial Street</u>	30'
<u>Min. Rear Yard Setback (minimum setback can be used in either the front or the rear yard but not both) (see 17.70.20 for encroachment standards)</u>	25'/30'
<u>Yard Exceptions</u>	(see Section C (3) below)
<u>Min. And Max Height</u>	12' & 40'
<u>Min. Size of Dwelling</u>	(see 17.60.170)
<u>Accessory Buildings</u>	
<u>Animal Enclosures</u>	(see 17.70.100)
<u>Accessory Buildings</u>	(see.17.70.030)
<u>Accessory Dwelling Units Apartments</u>	(see 17.70.060)
<u>Fencing & Landscaping</u>	
<u>Fencing</u>	(see 17.70.050)

Landscaping	(see 17.70.040)
Towers and Flagpoles	
Max Height for Flagpoles	40'

3. Front yard exceptions and side yard modifications:

- a. Where the average depth of at least two existing front yards on lots within 100 feet of the lot in question and within the same block is less than the least front yard depth prescribed for said [R-2](#) district, the front yard of such lot may be reduced to the average depth of the existing front yards within 100 feet of the lot in question, or the average depth of existing front yards of the two lots immediately adjoining, or, in the case of a corner lot, the depth of the front yard on the lot immediately adjoining, and facing on the same street as the lot in question.
- b. A side yard along the side street lot line of a corner lot, which abuts in the rear the side lot line of another lot in an [R-2](#) district, shall have a width of not less than one-half of the required depth of the front yard on such other lot fronting the side street.

D. Related provisions

[Chapter 17.00 Administration and Enforcement](#)

[Chapter 17.10 Definitions](#)

[Chapter 17.30 Site Plan Review Standards](#)

[Chapter 17.40 Conditional Use Permits](#)

[Chapter 17.70. General Regulations](#)

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[Chapter 17.100 Off Street Parking and loading](#)

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[Chapter 17.120 Lighting](#)

[Chapter 17.130 Subdivisions](#)

17.60.100 R-3 Residential Zone

A. Purpose

B. Use table

C. Development and building standards

D. Related provisions

A. Purpose: The purpose of the R-3 (Residential) zone is to provide medium density single-family neighborhoods on smaller lot sizes.

B. Use table. See Use Table Section 17.60.050. If a use is not specifically designated, then it is prohibited. All uses listed in the use table and that require a building permit shall also require a site plan application

C. Development and building standards.

1. Subdivision Requirements. In addition to the following standards, all lots (including single-lots) shall be approved and developed in accordance with the standards found in the Subdivision Ordinance 17.130.
2. R-3 Lot Standards Tables.

The following standards apply to all buildings in the R-3 zone:

<u>Lot Size</u>	
<u>Max Density</u>	3.6
<u>Min. Lot Area (sq. ft.) First Dwelling Unit</u>	9,000
<u>Min. Lot Area (sq. ft.) for Each Add. Unit</u>	9,000
<u>Min. Frontage</u>	85'
<u>Min. Depth</u>	100'
<u>Principle Structure</u>	
<u>Min. Front Yard Setback (min. setback can be used in either the front or the rear yard but not both)</u>	25'/30'
<u>Min. Front Yard Setback Arterial Street</u>	40'
<u>Min. Side Yard Setback (One Side)</u>	8' (total of 16' for both sides)
<u>Min. Side Yard Corner Lot</u>	20'
<u>Min. Side Yard Corner Lot Arterial Street</u>	30'
<u>Min. Rear Yard Setback (min. setback can be used in either the front or the rear yard but not both) (see 17.70.20 for encroachment standards)</u>	25'/30'
<u>Yard Exceptions</u>	(see Section C (3) below)
<u>Min. And Max Height</u>	12' & 40'
<u>Min. Size of Dwelling</u>	(see 17.60.170)
<u>Accessory Buildings</u>	
<u>Animal Enclosures</u>	(see 17.70.100)
<u>Accessory Buildings</u>	(see.17.70.030)
<u>Accessory Dwelling Units Apartments</u>	(see 17.70.060)
<u>Fencing & Landscaping</u>	
<u>Fencing</u>	(see 17.70.050)
<u>Landscaping</u>	(see 17.70.040)
<u>Towers and Flagpoles</u>	
<u>Max Height for Flagpoles</u>	40'

3. Front yard exceptions and side yard modifications:
 - a. Where the average depth of at least two existing front yards on lots within 100 feet of the lot in question and within the same block is less than the least front yard depth prescribed for said **R-3** district, the front yard of such lot may be reduced to the average depth of the existing front yards within 100 feet of the lot in question, or the average depth of existing front yards of the two lots immediately adjoining, or, in the case of a corner lot, the depth of the front yard on the lot immediately adjoining, and facing on the same street as the lot in question.
 - b. A side yard along the side street lot line of a corner lot, which abuts in the rear the side lot line of another lot in an **R-3** district, shall have a width of not less than one-half of the required depth of the front yard on such other lot fronting the side street.

D. Related provisions

[Chapter 17.00 Administration and Enforcement](#)

[Chapter 17.10 Definitions](#)

[Chapter 17.30 Site Plan Review Standards](#)

[Chapter 17.40 Conditional Use Permits](#)

[Chapter 17.70. General Regulations](#)

[Chapter 17.70.140. Home Occupation](#)

[Chapter 17.70.100 Farm Animal Regulations](#)

[Chapter 17.100 Off Street Parking and loading](#)

[Chapter 17.110 Sign Regulations](#)

[Chapter 17.120 Lighting](#)

[Chapter 17.130 Subdivisions](#)

17.60.110 R-4 Multi-Family Residential Zone

- A. Purpose
- B. Use table
- C. Development and building standards
- D. Related provisions

A. Purpose. The purpose of the R-4 (Multi-Family Residential) zone is to provide medium to high density detached or attached dwelling units (i.e., townhomes, patio homes, condos, etc.) while providing usable and accessible open space.

B. Use table. See Use Table Section 17.60.050. If a use is not specifically designated, then it is prohibited. All uses listed in the use table and that require a building permit shall also require a site plan application

C. Development and building standards.

1. Subdivision Requirements. In addition to the following standards, all lots (including single-lots) shall be approved and developed in accordance with the standards found in the Subdivision Ordinance 17.130.
2. R-3 Lot Standards Tables.

The following standards apply to all buildings in the R-4 zone:

<u>Lot Size</u>	
<u>Max Density (Units Per Gross Acre)</u>	8.0
<u>Open Space</u>	30%
<u>Principle Structure</u>	
<u>Min. Front Yard Setback to Garage – Public Road</u>	25'
<u>Min. Front Yard Setback to Garage – Private Lane</u>	25'
<u>Min. Front Yard Setback to Front Plane of Building</u>	20' (3' to 5' variation required between building groups fronting on a public street)
<u>Min. Front Yard Setback to Front Plane of Building – Private Lane</u>	20'
<u>Min. Front Yard Setback Arterial Street</u>	40'
<u>Min. Side Yard Setback (One Side)</u>	8' (total of 16' for both sides)
<u>Min. Side Yard Corner Lot</u>	20'
<u>Min. Side Yard Corner Lot Arterial Street</u>	30'
<u>Min. Rear Yard Setback (see 17.70.20 for encroachment standards)</u>	20'
<u>Min. Distance from other Main Buildings</u>	10'
<u>Min. Side yard from adjacent zones: A-5, A-40, R-1, R-2, R-3</u>	25'
<u>Min. Distance to Garage – Alley</u>	8'
<u>Min. Distance to Rear Plane of Building - Alley</u>	8'
<u>Max. Height</u>	40'
<u>Min. Size of Dwelling</u>	(see Section C (3) below)
<u>Accessory Buildings</u>	
<u>Accessory Buildings</u>	(see.17.70.030)
<u>Fencing & Landscaping</u>	

<u>Fencing</u>	(see 17.70.050)
<u>Landscaping</u>	(see 17.70.040)
<u>Towers and Flagpoles</u>	
<u>Max Height for Flagpoles</u>	40'

3. Dwelling Type: R-4 Minimum Size of Dwelling

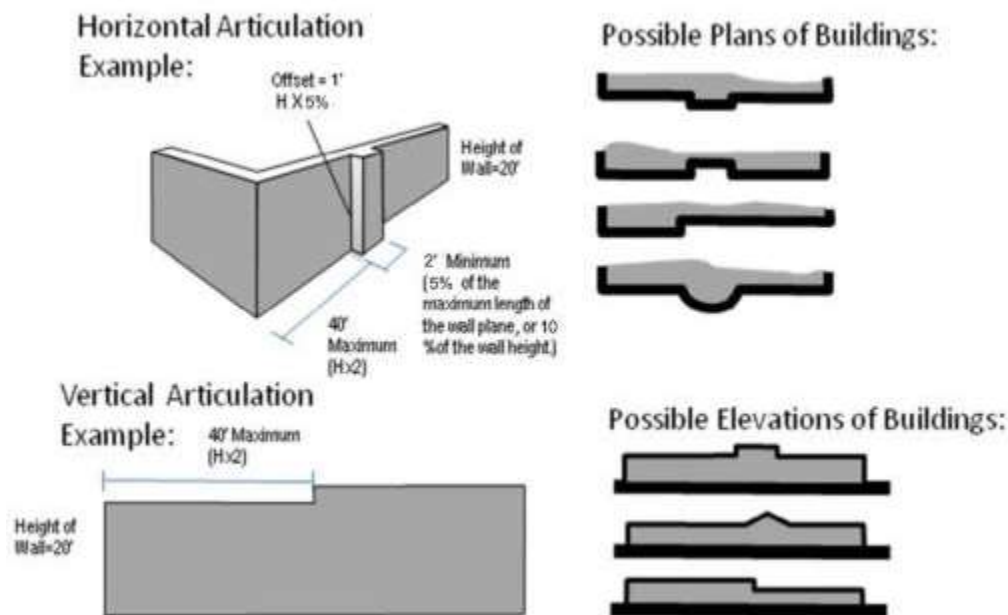
<u>Residential Units</u>		
<u>1</u>	Only areas of the dwelling that have been completely finished shall be counted in the minimum square footage	<u>1,200' for Townhouse, Patio Homes, and Condominiums</u>
<u>2</u>	The R-4 district requires 9,000 square feet for the first two dwelling units	

4. Carport Location. The carport of a duplex or a twin home may be in the front yard if the main building is set back so that the required front yard is provided between the front lot line and the closest part of the carport. Carports located in this manner shall increase or vary their setback by 3' to 5' for adjacent units
5. Building Design Standards.
- a. Design and Unit Variation. Town house, patio homes, and condominium projects shall include design features that differentiate adjoining units and create identity for each unit. This goal shall be achieved through the following requirements:
 - i. Unit Size. Each unit in a project when computed for the overall project shall average 1200 square feet.
 - ii. Articulation. Projects shall include a variety of heights. For attached town house units up to 4 groups of town houses may have the same height. For patio homes, no more than two adjacent units can have the same height. For stacked condominiums, no more than four buildings can have the same height.
 - b. Roofline articulation and wall articulation shall follow the requirements:

Articulation and Windows. All street facing facades shall meet the following minimum standards for articulation, as illustrated in Figure 17.60.110-1. For purposes of this section "articulation" shall mean the emphasis of elements on the face of a wall including a change in setback, materials, roof pitch or height.

 - i. Horizontal Articulation. No plane of a building wall shall extend for a horizontal distance greater than two times the height of the wall without having an offset of at least five percent of the wall's height, and that new wall plane shall extend for a distance equal to at least five percent of the maximum length of the first plane.
 - ii. Vertical Articulation. No wall shall extend for a horizontal distance greater than two times the height of the wall without changing height by a minimum of 15 percent of the wall's height. Where allowed, a pitched roof may be considered as vertical articulation.
 - c. Windows: All building facades that face public streets shall have windows along at least 25 percent of their horizontal length. If 25 percent actual windows is not feasible because of the nature of the use of the building facade, then the remainder of such walls shall include false windows, either glazing or pattern, and defined by frames, sills, and lintels, or similarly proportioned features.

Figure 17.60.110-1.



- d. Color. Projects shall include a variety of building colors and materials.
 - i. Color utilization should be sensitive to existing development, with earth tones using colors that reflect natural landscape in which the project is situated.
 - ii. A minimum of four colors per elevation is preferred, with three required.
- e. Townhomes, patio homes and stacked condominiums. Townhouses that are attached horizontally shall not exceed six attached units in alignment. Exterior design shall vary for every 5th townhouse group. Patio homes shall vary with no more than two adjacent street facing facades being the same. Stacked condominiums shall vary with projects limited to no more than 50 units per building and no more than two adjacent building facades can be the same or similar. Differentiation is defined as having windows and doors located in different locations, the use of at least 30% different materials and/or colors, and for every sixty feet of a building façade, a 2' vertical recessed section.
- f. Foundation. Exposed foundation walls shall not exceed two feet above finished grade at any point and shall include a stucco type finish or brick or stone.
- g. Building Materials. Building materials for projects shall consist of at least 40 percent brick, stone, or synthetic stone on all sides of the structure. The balance of the exterior wall area shall consist of brick, stone, glass, decorative integrally colored block, or stucco. All building materials shall be high quality, durable, and low maintenance. Roofs shall be hipped or gabled with a minimum six to 12 pitch.
- h. Garages. Garages shall complement the project architecture in terms of design, materials, and colors while following the standards set forth in this section. For townhouse and patio homes, garages shall be recessed from the front façade by a minimum of 3'.
- i. Balconies for townhouses and stacked condominiums. It is preferred that railings on balconies should be open rail to maximize natural light penetration. All townhouse and patio home projects shall include a patio with a minimum dimension of 8' by 10' for 100% of the units. Stacked condominiums shall include balconies for at least 50% of the units with a minimum dimension of 6' by 10'.

- j. Stairways. All exterior stairways shall be enclosed and screened from view.
 - k. Architectural Theme. A design theme shall be established for each project such as craftsman or farmhouse styles or be established through a master plan/development agreement.
 - l. All mechanical equipment, antennas (where possible), loading and utility areas and trash receptacles shall be screened from view with architectural features or walls consistent with materials used in the associated buildings.
 - m. The exterior walls of all multifamily buildings shall be properly maintained by the owners or the homeowners' association.
6. **Open Space Standards:**
- a. No less than 30 percent of the gross project area shall be landscaped and designated for usable open space uses. Usable open space means spaces that serve a recreation function and not leftover non-usable pieces such as landscaped islands in parking lots or property corners with insufficient space to provide a recreation function/lacking a connection to project amenities.
 - b. Open space areas shall be available to everyone residing in the boundaries of a development with convenient locations and resident access. Open space areas shall be maintained by a Homeowner's Association.
 - c. Open space excludes private balconies, decks, patio areas, recreation buildings, indoor amenities, vehicle parking, streets, park strips, required buffer areas (unless such areas have a recreation function), and sidewalks.
 - d. Open space may include pathways and outdoor amenities.
 - e. Open space should be clustered to create usable spaces with a recreation purpose.
 - f. Each project shall include a larger open space where at least 25% of the open space area adjoins a street. Open space should be designed as a system with many components.
 - g. Open spaces shall be designed for a particular function such as a leisure space with shade and seating - such spaces should be appropriately sized for the development and shall include at least one usable space with a minimum dimension of 50' by 100'. Other spaces may accommodate active uses such as a trail, exercise course, or to kick a ball, or a place to gather such as a shaded picnic table with a barbeque. Connected open spaces distributed throughout the development are required.
 - h. All open space, if not dedicated to the City, will be labeled and recorded as a lot or lots in a subdivision, as common area in a condominium or as a perpetual open space easement to be jointly owned and properly maintained as open space and/or recreation by a Homeowners' Association with power to assess and collect fees for maintenance or other assessment and maintenance mechanisms acceptable to the City. Open space shall include recreational improvements such as play courts, swimming pools, tot lots, picnic areas, and walking paths. The City shall determine the acceptability of proposed recreational amenities during the site plan and development approval process. The City may require a bond to guarantee installation of the open space improvements. All open spaces shall be preserved and properly maintained by the owner of record.
7. **Condominium Projects Amenities.:** Centrally located amenities shall be provided for all stacked condominium-projects with over 50 units. Amenities shall be appropriate for the project size and location. All stacked condominium projects over 50 units shall have the following amenities:
- a. One playground with a minimum of one multi-function play structure encompassing a minimum of 300 square feet. The size and quality of the playground shall be approved in the site planning process by the Community Development Director.

- b. One indoor, centrally located, fully functional social area, no less than 1,000 square feet in gathering space.
 - c. One swimming pool. .30' by 60' minimum size with the size increasing 10% for every additional 25 units over 100 units.
 - d. In addition to the amenities listed above, one amenity for each additional 50 units over 50 must be provided. Choose one from the following list:
 - i. A second tot lot/play structure (at least 5 different play functions).
 - ii. Courtyard with benches (paver surface with at least 500 square feet).
 - iii. Picnic tables and barbecue area with shade structures.
 - iv. Trail system easily accessible from the entire project (minimum 8' hard surface)
 - v. Sports courts (i.e., tennis, basketball, pickleball, volleyball).
 - vi. Natural open space area (minimum .5 acre) with benches/viewing areas and/or trails.
 - vii. Preservation of a sensitive area such as a wetland, that incorporates benches and trail(s).
8. Recreation spaces.
- a. If not dedicated to the City, recreation spaces will be labeled and recorded as a lot or lots in a subdivision, as common area in a condominium or as a perpetual open space easement to be jointly owned and properly maintained as open space and/or recreation by a Homeowners' Association with power to assess and collect fees for maintenance or other assessment and maintenance mechanisms acceptable to the City.
 - b. The City shall determine the acceptability of proposed recreational amenities during the site plan and development approval process. The City may require a bond for any publicly accessed recreation spaces, to guarantee installation of the open space improvements including all landscaping, pavement, lighting, and amenities if accessed by the public. All open spaces shall be preserved and properly maintained by the owner of record.
9. Parking Standards
- a. All townhouse and condominium projects shall be at least 1,200 square feet per unit and shall have a minimum of two and one-half parking stalls per unit.
 - b. At least one single-car garage shall be provided for each unit. Where units are attached with common wall construction, at least 50 percent of the units per building shall contain a side by side two-car garage. Setbacks shall be measured from the building to the edge of the adjacent roadway or sidewalk, whichever is nearer.
 - c. The front yard setbacks are listed in the Lot Standards Table.
 - d. Setbacks shall apply to all private and public streets, private driveways, private lanes and alleys.
 - e. Driveways can be used to meet the parking requirement provided there is at least 20 feet from the garage to the sidewalk or street. Private driveways can only be used to meet the parking requirement for that particular unit.
 - f. Only areas of the dwelling that have been completely finished shall be counted in the minimum square footage.
10. Parking Lot Landscaping and Lighting:
- a. Parking Lot. Every parking lot with more than 10 spaces and 3,500 square feet shall contain internal landscaped areas.
 - b. Curbed planters, designed to accept stormwater, with two-inch or larger caliper medium to large shade trees, shall be installed at the ends of parking rows. Planters shall be at least five feet wide. The remainder of the island shall be landscaped with additional shrubs, ground cover, decorative gravel, or turf, and shall include an appropriate irrigation system.
 - c. For every 20 parking stalls there shall be a planter area. This area shall have a minimum of two two-inch caliper medium size trees planted along with grass,

shrubs, decorative gravel, or ground cover. Said planter shall be at least five feet wide and the length of two tandem parking spaces.

- d. Minimum five-foot landscaped planters shall be provided around building foundations except at building entrances, drive-up windows and loading and utility areas.
- e. All landscaped areas adjacent to parking areas shall be curbed and designed to accept stormwater.
- f. Light poles shall be no higher than 25' and all associated fixtures shall be downward directed and shielded.

11. Landscaping

- a. All areas of development not approved for parking, buildings, recreation facilities, or otherwise exempted with site plan approval, shall be landscaped and properly maintained.
- b. At a minimum 15 percent of all multifamily developments shall be landscaped. The developer must provide an acceptable, water-wise, method of watering all plant materials, in accordance with an approved landscape plan.
- c. Landscaped Area. For every 800 square feet of landscape area and setback area required by this chapter, one shade tree (two-inch caliper or larger) shall be planted. Two 10-gallon ornamental trees may be substituted for every one required shade tree as long as at least half of the required number of shade trees is installed.
- d. facilities, or otherwise exempted with site plan approval, shall be landscaped and properly maintained.
- e. A minimum of one tree per 400 square feet of required landscaped yard areas is required in addition to other trees required in this section. A minimum of 30 percent of the required yard area trees shall be minimum seven-foot evergreens. Deciduous trees shall be minimum two-inch caliper. Deciduous and evergreen trees required in this section need not be equally spaced but shall be dispersed throughout the yard areas on site.

- 12. Management. 24-hour, on-site management is required for any townhouse or stacked condominium development with over 25 units.

D. Related provisions

Chapter 17.00 Administration and Enforcement

Chapter 17.10 Definitions

Chapter 17.30 Site Plan Review Standards

Chapter 17.40 Conditional Use Permits

Chapter 17.70. General Regulations

Chapter 17.70.140. Home Occupation

Chapter 17.100 Off Street Parking and loading

Chapter 17.110 Sign Regulations

Chapter 17.120 Lighting

Chapter 17.130 Subdivisions

17.60.120 R-5 Residential District

- A. Purpose**
- B. Use table**
- C. Development and building standards**
- D. Related provisions**

A. Purpose. The purpose of the R-5 (Multi-Family Residential) zone is to provide medium to high density detached or attached dwelling units (i.e., townhomes, patio homes, condos, multi-family buildings etc.) while providing on-site amenities, and usable/accessible open space.

B. Use table. See Use Table Section 17.60.050. If a use is not specifically designated, then it is prohibited.

C. Development standards.

1. The R-5 district requires 9,000 square feet for the first two dwelling units.
2. Subdivision Requirements. In addition to the following standards, all lots (including single-lots) shall be approved and developed in accordance with the standards found in the Subdivision Ordinance 17.130.
3. R-5 Lot Standards Table.

The following standards apply to all buildings in the R-5 zone:

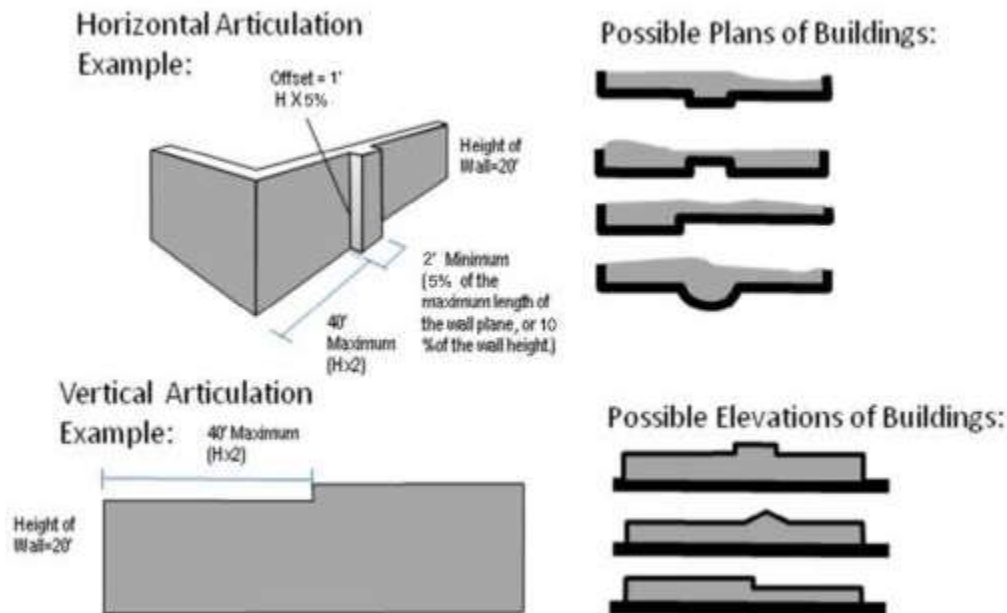
<u>Lot Size</u>	
Max Density (Units Per Gross Acre)	20
Open Space	30%
<u>Principle Structure</u>	
Min. Front Yard Setback	20 (3' to 5' variation required between buildings fronting on a public street)
Min. Front Yard Setback Arterial Street	20'
Min. Side Yard Setback (One Side)	8' (total of 16' for both sides)
Min. Side Yard Corner Lot	20'
Min. Side Yard Corner Lot Arterial Street	30'
Min. Rear Yard Setback	20'
Min. Distance from other Main Buildings	10'
Min. Side yard from adjacent zones: A-5, A-40, R-1, R-2, R-3	25'
Min. And Max Height	12' & 40'
Min. Size of Dwelling	(see Section C (4) below)
<u>Accessory Buildings</u>	
Accessory Buildings	(see.17.70.030)
<u>Fencing & Landscaping</u>	
Fencing	(see 17.70.050)
Landscaping	(see 17.70.040)
<u>Towers and Flagpoles</u>	
Max Height for Flagpoles	40'

4. Dwelling Type: R-5 Minimum Size of Dwelling.

Townhouse, Duplex, Patio Homes, and Condominiums	1,200 sf
Multi-family	700 sq. ft. min, 900 sq. ft. average

5. Carport Location. The carport of a duplex or multiple-family dwelling or a twin home may be in the front yard if the main building is set back so that the required front yard is provided between the front lot line and the closest part of the carport. Carports located in this manner shall increase/vary their setback by 3' to 5' for adjacent units
6. Building Design Standards.
 - a. Design and Unit Variation. Town house, patio homes, and condominium projects shall include design features that differentiate adjoining units and create identity for each unit. This goal shall be achieved through the following requirements:
 - i. Unit Size. Each unit in a project when computed for the overall project shall average 1200 square feet.
 - ii. Articulation. Projects shall include a variety of heights. For attached town house units up to 4 groups of town houses may have the same height. For patio homes, no more than two adjacent units can have the same height. For stacked condominiums, no more than four buildings can have the same height.
 - b. Roofline articulation and wall articulation shall follow the requirements: Articulation and Windows. All street facing facades shall meet the following minimum standards for articulation, as illustrated in Figure 17.60.120-1. For purposes of this section “articulation” shall mean the emphasis of elements on the face of a wall including a change in setback, materials, roof pitch or height.
 - iii. Horizontal Articulation. No plane of a building wall shall extend for a horizontal distance greater than two times the height of the wall without having an offset of at least five percent of the wall’s height, and that new wall plane shall extend for a distance equal to at least five percent of the maximum length of the first plane.
 - iv. Vertical Articulation. No wall shall extend for a horizontal distance greater than two times the height of the wall without changing height by a minimum of 15 percent of the wall’s height. Where allowed, a pitched roof may be considered as vertical articulation.
 - c. Windows: All building facades that face public streets shall have windows along at least 25 percent of their horizontal length. If 25 percent actual windows is not feasible because of the nature of the use of the building facade, then the remainder of such walls shall include false windows, either glazing or pattern, and defined by frames, sills, and lintels, or similarly proportioned features.

Figure 17.60.120-1.



- e. Color. Projects shall include a variety of building colors and materials.
 - i. Color utilization should be sensitive to existing development, with earth tones using colors that reflect natural landscape in which the project is situated.
 - ii. A minimum of four colors per elevation is preferred, with three required.
- e. Townhomes, patio homes and stacked condominiums. Townhouses that are attached horizontally shall not exceed six attached units in alignment. Exterior design shall vary for every 5th townhouse group. Patio homes shall vary with no more than two adjacent street facing facades being the same. Stacked condominiums shall vary with projects limited to no more than 50 units per building and no more than two adjacent building facades can be the same or similar. Differentiation is defined as having windows and doors located in different locations, the use of at least 30% different materials and/or colors, and for every sixty feet of a building façade, a 2' vertical recessed section.
- f. Foundation. Exposed foundation walls shall not exceed two feet above finished grade at any point and shall include a stucco type finish or brick or stone.
- g. Building Materials. Building materials for projects shall consist of at least 40 percent brick, stone, or synthetic stone on all sides of the structure. The balance of the exterior wall area shall consist of brick, stone, glass, decorative integrally colored block, or stucco. All building materials shall be high quality, durable, and low maintenance. Roofs shall be hipped or gabled with a minimum six to 12 pitch.
- h. Garages. Garages shall complement the project architecture in terms of design, materials, and colors while following the standards set forth in this section. For townhouse and patio homes, garages shall be recessed from the front façade by a minimum of 3'.
- i. Balconies for townhouses and stacked condominiums. It is preferred that railings on balconies should be open rail to maximize natural light penetration. All townhouse and patio home projects shall include a patio with a minimum dimension of 8' by 10' for 100% of the units. Stacked condominiums shall include balconies for at least 50% of the units with a minimum dimension of 6' by 10'.

- j. Stairways. All exterior stairways shall be enclosed and screened from view.
- k. Architectural Theme. A design theme shall be established for each project such as craftsman or farmhouse styles or be established through a master plan/development agreement.
- l. All mechanical equipment, antennas (where possible), loading and utility areas and trash receptacles shall be screened from view with architectural features or walls consistent with materials used in the associated buildings.
- m. The exterior walls of all multifamily buildings shall be properly maintained by the owners or the homeowners' association.

7. Multi Family Apartments.

- a. Multi-family apartment-style projects shall have a minimum of 100 dwelling units.
 - i. Design and Unit Variation. Multifamily buildings shall include design features that vary the design of buildings within a project. This goal shall be achieved through the following requirements:
 - ii. Unit Size. Each unit in an apartment-style multifamily project shall be a minimum of 700 square feet and the average square footage of all units shall be at least 900 square feet.
 - iii. Articulation. Multifamily projects shall include a variety of heights. No more than four buildings in a project shall have the same height.
 - iv. Roofline articulation and wall articulation shall follow the requirements as required in Section C (6) (A) (ii) above.
 - v. Color. Multifamily projects shall include a variety of building colors and materials.
 - b. Color utilization should be sensitive to existing development, with earth tones using colors that reflect natural landscape in which the project is situated. A minimum of four colors per elevation is preferred, three are required.
 - c. Foundation. Exposed foundation walls shall not exceed two feet above finished grade at any point and shall include a stucco type finish or brick or stone.
 - d. Building Materials. Building materials for projects shall consist of at least 33 percent brick, stone, or synthetic stone on all sides of the structure.
 - e. Garages. Garages and carports shall complement the project architecture in terms of design, materials, and colors and shall not be located within the front yard setback.
 - f. Balconies. It is preferred that railings on balconies should be open rail to maximize natural light penetration. All multi-family apartment style projects shall include balconies for at least 50% of the units with a minimum dimension of 6' by 10'.
 - g. Stairways. All exterior stairways shall be enclosed and screened from view.
 - h. Architectural Theme. A design theme shall be established for each project such as craftsman or farmhouse styles or be established through a master plan/development agreement.
 - i. Multifamily development architecture. The following exterior materials and architectural standards are required for all multifamily apartment developments:
 - i. Architectural drawings and elevations, exterior materials and colors of all buildings shall be submitted in conjunction with site plan review. In projects containing multiple buildings, a design layout containing architectural theme, features, exterior materials and colors governing the entire project shall be submitted.
 - ii. Each exterior wall of a main building shall be constructed with a minimum of 40 percent masonry product (brick, rock, or stone). The balance of the exterior wall area shall consist of brick, stone, glass, decorative integrally colored block, or stucco. No vinyl siding shall be allowed on any facade that faces a street unless it is a rear facade. All building materials shall be high quality, durable, and low maintenance. Roofs shall be hipped or gabled with a minimum six (6) to twelve (12) pitch.

- iii. Exterior walls of all multifamily buildings in excess of 60 feet in length shall have relief features including as a minimum an indentation or a protrusion of at least 12 inches deep at regular intervals, not exceeding 50'. All sides of buildings (360 degree) shall receive design consideration. If a building has multiple levels, the relief must extend through all levels to be counted as a part of the required relief features.
 - iv. All mechanical equipment, antennas (where possible), loading and utility areas and trash receptacles shall be screened from view with architectural features or walls consistent with materials used in the associated buildings.
 - v. The exterior walls of all multifamily buildings shall be properly maintained (free of peeling paint, loose bricks, failed stucco, etc.) by the owners or the homeowners' association.
 - vi. Alternative materials may be approved by the ~~Planning Commission~~ Community Development Director if it can be shown that the finished product shall result in a highly durable exterior.
- 8. Open Space Standards.
 - a. No less than 30 percent of the gross project area shall be landscaped and designated for usable open space uses. Usable open space means spaces that serve a recreation function and not leftover non-usable pieces such as landscaped islands in parking lots or property corners with insufficient space to provide a recreation function/lacking a connection to project amenities.
 - b. Open space areas shall be available to everyone residing in the boundaries of a development with convenient locations and resident access. Open space areas shall be maintained by a Homeowner's Association.
 - c. Open space excludes private balconies, decks, patio areas, recreation buildings, indoor amenities, vehicle parking, streets, park strips, required buffer areas (unless such areas have a recreation function), and sidewalks.
 - d. Open space may include pathways and outdoor amenities.
 - e. Open space should be clustered to create usable spaces with a recreation purpose.
 - f. Each project shall include a larger open space where at least 25% of the open space area adjoins a street. Open space should be designed as a system with many components.
 - g. Open spaces shall be designed for a particular function such as a leisure space with shade and seating - such spaces should be appropriately sized for the development and shall include at least one usable space with a minimum dimension of 50' by 100'. Other spaces may accommodate active uses such as a trail, exercise course, or to kick a ball, or a place to gather such as a shaded picnic table with a barbeque. Connected open spaces distributed throughout the development are required.
 - h. All open space, if not dedicated to the City, will be labeled and recorded as a lot or lots in a subdivision, as common area in a condominium or as a perpetual open space easement to be jointly owned and properly maintained as open space and/or recreation by a Homeowners' Association with power to assess and collect fees for maintenance or other assessment and maintenance mechanisms acceptable to the City. Open space shall include recreational improvements such as play courts, swimming pools, tot lots, picnic areas, and walking paths. The City shall determine the acceptability of proposed recreational amenities during the site plan and development approval process. The City may require a bond to guarantee installation of the open space improvements. All open spaces shall be preserved and properly maintained by the owner of record.
- 9. Condominium Projects Amenities. Amenities. Centrally located amenities shall be provided for all stacked condominium-projects with over 50 units. Amenities shall be appropriate for the project size and location.

- a. All stacked condominium projects over 50 units shall have the following amenities:
 - i. One playground with a minimum of one multi-function play structure encompassing a minimum of 300 square feet. The size and quality of the playground shall be approved in the site planning process by the Community Development Director.
 - ii. One indoor, centrally located, fully functional social area, no less than 1,000 square feet in gathering space.
 - iii. One swimming pool. 30' by 60' minimum size with the size increasing 10% for every additional 25 units over 100 units.
 - iv. In addition to the amenities listed above, one amenity for each additional 50 units over 50 must be provided. Choose one from the following list:
 - b. A second tot lot/play structure (at least 5 different play functions).
 - c. Courtyard with benches (paver surface with at least 500 square feet).
 - d. Picnic tables and barbecue area with shade structures.
 - e. Trail system easily accessible from the entire project (minimum 8' hard surface)
 - f. Sports courts (i.e., tennis, basketball, pickleball, volleyball).
 - g. Natural open space area (minimum .5 acre) with benches/viewing areas and/or trails.
 - h. Preservation of a sensitive area such as a wetland, that incorporates benches and trail (s).
10. All Recreation spaces.
- a. If not dedicated to the city, recreation spaces will be labeled and recorded as a lot or lots in a subdivision, as common area in a condominium or as a perpetual open space easement to be jointly owned and properly maintained as open space and/or recreation by a Homeowners' Association with power to assess and collect fees for maintenance or other assessment and maintenance mechanisms acceptable to the City.
 - b. The City shall determine the acceptability of proposed recreational amenities during the site plan and development approval process. The City may require a bond for any publicly accessed recreation spaces, to guarantee installation of the open space improvements including all landscaping, pavement, lighting, and amenities if accessed by the public. All open spaces shall be preserved and properly maintained by the owner of record.
11. Parking Standards
- a. All townhouse and condominium projects shall be at least 1,200 square feet per unit and shall have a minimum of two and one-half parking stalls per unit.
 - b. At least one single-car garage shall be provided for each unit. Where units are attached with common wall construction, at least 50 percent of the units per building shall contain a side by side two-car garage. Setbacks shall be measured from the building to the edge of the adjacent roadway or sidewalk, whichever is nearer.
 - c. The front yard setbacks are listed in the Lot standards table.
 - d. Setbacks shall apply to all private and public streets, private driveways, private lanes and alleys.
 - e. Driveways can be used to meet the parking requirement provided there is at least 20 feet from the garage to the sidewalk or street. Private driveways can only be used to meet the parking requirement for that particular unit.
 - f. Only areas of the dwelling that have been completely finished shall be counted in the minimum square footage.
12. Parking Lot Landscaping and Lighting
- a. Parking Lot. Every parking lot with more than 10 spaces and 3,500 square feet shall contain internal landscaped areas.

- b. Curbed planters, designed to accept stormwater, with two-inch or larger caliper medium to large shade trees, shall be installed at the ends of parking rows. Planters shall be at least five feet wide. The remainder of the island shall be landscaped with additional shrubs, ground cover, decorative gravel, or turf, and shall include an appropriate irrigation system.
- c. For every 20 parking stalls there shall be a planter area. This area shall have a minimum of two two-inch caliper medium size trees planted along with grass, shrubs, decorative gravel, or ground cover. Said planter shall be at least five feet wide and the length of two tandem parking spaces.
- d. Minimum five-foot landscaped planters shall be provided around building foundations except at building entrances, drive-up windows and loading and utility areas.
- e. All landscaped areas adjacent to parking areas shall be curbed and designed to accept stormwater.
- f. Light poles shall be no higher than 25' and all associated fixtures shall be downward directed and shielded.

13. Landscaping.

- a. All areas of development not approved for parking, buildings, recreation facilities, or otherwise exempted with site plan approval, shall be landscaped and properly maintained.
- b. At a minimum 15 percent of all multifamily developments shall be landscaped. The developer must provide an acceptable, water-wise, method of watering all plant materials, in accordance with an approved landscape plan.
- c. Landscaped Area. For every 800 square feet of landscape area and setback area required by this chapter, one shade tree (two-inch caliper or larger) shall be planted. Two 10-gallon ornamental trees may be substituted for every one required shade tree as long as at least half of the required number of shade trees is installed. facilities, or otherwise exempted with site plan approval, shall be landscaped and properly maintained.
- d. A minimum of one tree per 400 square feet of required landscaped yard areas is required in addition to other trees required in this section. A minimum of 30 percent of the required yard area trees shall be minimum seven-foot evergreens. Deciduous trees shall be minimum two-inch caliper. Deciduous and evergreen trees required in this section need not be equally spaced but shall be dispersed throughout the yard areas on site.

14. Management.

24-hour, on-site management is required for any townhouse, stacked condominium, or multi-family development with over 25 units.

D. Related provisions

Chapter 17.00 Administration and Enforcement

Chapter 17.10 Definitions

Chapter 17.30 Site Plan Review Standards

Chapter 17.40 Conditional Use Permits

Chapter 17.70. General Regulations

Chapter 17.70.140. Home Occupation

Chapter 17.100 Off Street Parking and loading

Chapter 17.110 Sign Regulations

Chapter 17.120 Lighting

Chapter 17.130 Subdivisions

17.60.130 Professional Office District (P-O)

- A. Purpose**
- B. Use table**
- C. Development and building standards**
- D. Related provisions**

- A. **Purpose:** The purpose of the P-O (Professional Office) zone is to provide an area for offices and institutions in which the intensity of use, in terms of hours of operation and number of customers, is less than that of a commercial zone. The P-O zone also provides for the conversion of single-family homes to office uses in certain locations on the major streets of West Point.
- B. **Use Table.** See Use Table Section 17.60.050. If a use is not specifically designated, then it is prohibited.
- C. **Development standards.**
 - 1. All lots (including single-lots) shall be approved and developed in accordance with the standards found in this Chapter as well as the commercial development standards found in Chapter 17.60.140 (C) 3-6, unless specified below.
 - 2. P-O Zone Lot Standards Table.

The following standards apply to all buildings in the P-O zone:

Lot Size	
Min. Lot Area (sq. ft.)	20,000
Min. Landscaping	15%
Principle Structure	
Min. Front Yard Setback	20'
Min. Front Yard Setback Arterial Street	20'
Min. Side Yard Setback	0'
Min. Side Yard Corner Lot	20'
Min. Side Yard Corner Lot Arterial Street	-
Min. Rear Yard Setback	10'
Min. Distance Between Structures on Same Lot	10'
Min. And Max Height	12' & 40'
Accessory Buildings	
Min. Front Yard Setback	25'
Min. Side Yard Setback	1'
Min Rear Yard Setback	1'
Min. Side Yard Corner	20'
Min. And Max. Height	12' & 40'
Fencing & Landscaping	
Fencing	(see Section 17.70.030)
Landscaping	(see 17.70.140 and see Section C (7) below)
Towers and Flagpoles	
Max Height for Flagpoles	40'

- 3. Horizontal **Facade** Articulation. In the P-O zone no plane of a building wall shall extend for a horizontal distance greater than two times the height of the wall without having an offset of at least five percent of the wall's height, and that new wall plane shall extend for a distance equal to at least five percent of the maximum length of the first plane-

<u>Accessory Buildings</u>	
<u>Accessory Buildings</u>	(see.17.70.030)
<u>Fencing & Landscaping</u>	
<u>Fencing</u>	(see 17.70.050)
<u>Landscaping</u>	(see 17.70.040)
<u>Towers and Flagpoles</u>	
<u>Max Height for Flagpoles</u>	40'

4. Vertical Façade Articulation. In the PO zone no wall shall extend for a horizontal distance greater than two times the height of the wall without changing height by a minimum of 15 percent of the wall's height. Where allowed, a pitched roof may be considered as vertical articulation.
5. Exterior walls of buildings in the P-O zone shall be constructed with a minimum of 50 percent brick or stone. The balance of the exterior wall area shall consist of brick, stone, glass, decorative integrally colored block, or stucco. All building materials shall be high quality, durable, and low maintenance. Roofs shall be hipped or gabled with a minimum six to 12 pitch. Flat roofs shall include a parapet wall extending no more than 3' above the roof. Any exception or changes to roof standards shall be reviewed by the Community Development Director or Designee and approved if the Community Development Director is assured through architectural drawings of the quality and general conformity with the intent of this section.
6. Landscaping. All areas of lots in the P-O zone not approved for parking, building, or other hard surface shall be landscaped and properly maintained with grass, deciduous and evergreen trees and other plant material in conjunction with a site plan or plat for the development, and a minimum of one tree per 400 square feet, or part of, of required landscaped yard areas is required in the P-O zone in addition to other trees required in this section.

D. Related provisions

[Chapter 17.00 Administration and Enforcement](#)
[Chapter 17.10 Definitions](#)
[Chapter 17.30 Site Plan Review Standards](#)
[Chapter 17.40 Conditional Use Permits](#)
[Chapter 17.60.140 Commercial Zone](#)
[Chapter 17.100 Off Street Parking and loading](#)
[Chapter 17.110 Sign Regulations](#)
[Chapter 17.120 Lighting](#)
[Chapter 17.130 Subdivisions](#)
[Chapter 17.60.170 General Regulations](#)

17.60.140 Neighborhood Commercial (N-C), Community Commercial (C-C) and Regional Commercial Zone (R-C)

- A. Purpose**
- B. Use table**
- C. Development and building standards**
- D. Related provisions**

A. Purpose.

The purpose of the N-C (Neighborhood Commercial) zone is to provide commercial services to neighborhoods with basic trade and personal services which occur regularly or frequently.

The purpose of the C-C (Community Commercial) zone is to provide a range of commercial uses greater than that of the neighborhood commercial but at a lower intensity than a regional commercial district.

The purpose of the R-C (Regional Commercial) zone is to provide an area in which a full range of commercial and professional uses may locate that attract customers from a larger service area.

- B. Use Table.** See Use Table Section 17.60.050. If a use is not specifically designated, then it is prohibited.

C. DEVELOPMENT STANDARDS

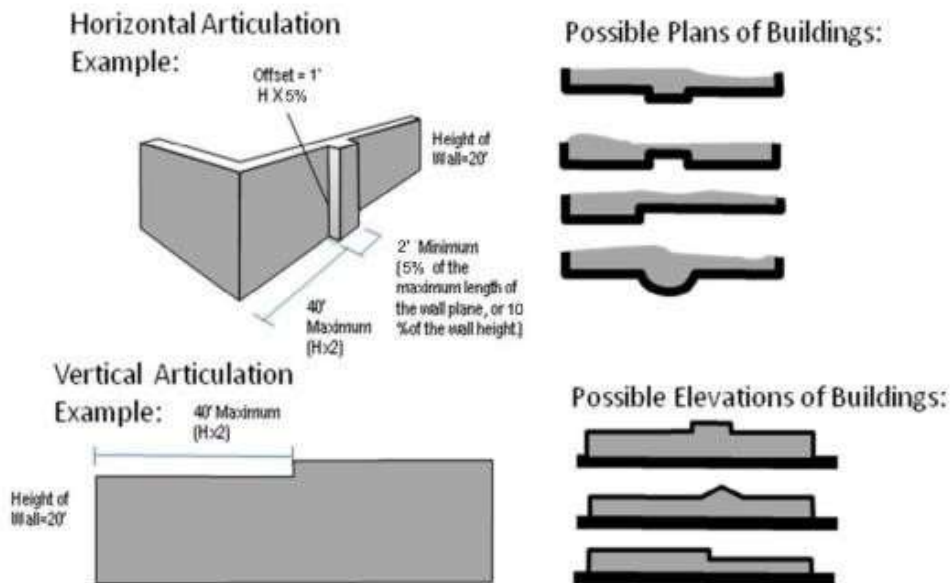
1. Subdivision Requirement. In addition to the following standards, all lots (including single-lots) shall be approved and developed in accordance with the standards found in the Subdivision Ordinance 17.130.
2. Commercial Lot Standards Table.

The following standards apply to all buildings in the N-C, C-C and R-C zones:

	N-C	C-C	R-C
Lot Size			
Min. Lot Area (sq. ft.)	10,000	20,000	20,000
Min. Frontage	-	-	-
Min. Depth	-	-	-
Min. Landscaping	15%	15%	15%
Principle Structure			
Min. Front Yard Setback	20'	20'	20'
Min. Front Yard Setback Arterial Street	20'	20'	20'
Min. Side Yard Setback (One Side)	10'	10'	10'
Min. Side Yard Corner Lot	20'	20'	20'
Min. Side Yard Corner Lot Arterial Street	20'	-	-
Min. Rear Yard Setback	10'	10'	10'
Distance Between Structures on Same Lot	10'	10'	10'
Distance Between Structures on Adjacent Lots	10'	10'	10'
Min. And Max Height	10' & 40'	10' & 40'	10' & 60'
Accessory Buildings			
Min. Front Yard Setback	25'	25'	25'
Min. Side Yard Setback	1'	1'	1'
Min Rear Yard Setback	1'	1'	1'
Min. Side Yard Corner	0'	0'	0'
Min. And Max. Height	10' & 40'	10' & 40'	10' & 40'

3. Building Design Standards. The following exterior materials and architectural standards are required:
 - a. Architectural drawings and elevations, exterior materials and colors of all buildings shall be submitted in conjunction with site plan review. In projects containing multiple buildings, a design layout containing architectural theme, features, exterior materials and colors governing the entire project shall be submitted.
 - b. Articulation and Windows. All street facing facades shall meet the following minimum standards for articulation, as illustrated in Figure 17.60.140-1. For purposes of this section “articulation” shall mean the emphasis of elements on the face of a wall including a change in setback, materials, roof pitch or height.

Figure 17.60.140-1.



- c. All building facades that face public streets shall have windows along at least 25 percent of their horizontal length. If 25 percent actual windows is not feasible because of the nature of the use of the building facade, then the remainder of such walls shall include false windows, either glazing or pattern, and defined by frames, sills, and lintels, or similarly proportioned features.
 - d. The exterior walls of all buildings shall be properly maintained (no peeling paint, loose bricks, broken stucco, etc.) by the owners.
 - e. Alternative materials may be approved by the if it can be shown that the finished product shall result in a highly durable surface that enhances the building.
4. Parking Lot Landscaping and Lighting.
 - a. Parking Lot. Every parking lot with more than 10 spaces and 3,500 square feet shall contain internal landscaped areas.
 - b. Curbed planters. Curbed planters shall be designed to accept stormwater, with two-inch or larger caliper medium to large shade trees, shall be installed at the ends of parking rows. Planters shall be at least five feet wide. The remainder of

the island shall be landscaped with additional shrubs, ground cover, decorative gravel, or turf, and shall include an appropriate irrigation system.

- c. For every 20 parking stalls there shall be a planter area. This area shall have a minimum of two two-inch caliper medium size trees planted along with grass, shrubs, decorative gravel, or ground cover. Said planter shall be at least five feet wide and the length of two tandem parking spaces.
- d. Minimum five-foot landscaped planters shall be provided around building foundations except at building entrances, drive-up windows and loading and utility areas.
- e. All landscaped areas adjacent to parking areas shall be curbed and designed to accept stormwater.
- f. Light poles shall be no higher than 25' and all associated fixtures shall be downward directed and shielded.

5. Landscaping Standards.

- a. The developer shall landscape not less than 15 percent of the site including all required front, side and rear yards. Reuse and conversion of existing dwellings shall require that existing front yard landscaping be maintained, and all parking occurs to the rear or side of the home. The developer must provide an acceptable method of watering all plant materials, in accordance with an approved landscape plan. Such landscaping shall use plant materials appropriate for this area and emphasize trees and other larger ornamental plants.
- b. The landscaping shall be completed before occupancy, or as soon thereafter as weather permits. If landscaping is not completed before occupancy, the developer shall provide the required guarantee of improvements to guarantee completion of the landscaping.
- c. The landscaping shall be maintained as long as the site is used. Removal of the required landscaping shall void the site plan approval.
- d. A minimum of 30 percent of the required yard area trees shall be minimum seven-foot evergreens. Deciduous trees shall be minimum two-inch caliper. Deciduous and evergreen trees required in this section need not be equally spaced but shall be dispersed throughout the yard areas on site.
- e. Landscaping shall be installed in all park strips to the same standards as on-site landscaping as well as a minimum of two small to medium size trees per every 50 feet of frontage. Asphalt, paving stones, brick or concrete paving in place of landscaping in the park strip shall only be allowed by the Community Development Director or Designee if interspersed with appropriately sized trees at intervals that reflect the tree's canopy at maturity.
- f. Any dead plant material shall be replaced in accordance with the requirements of this chapter and the conditions of the site plan approval.
- g. Exceptions to the minimum landscaping standards, based on site constraints or increased quality may be allowed by the Community Development Director or Designee during the standard approval process.
- h. List of acceptable tree species. Any tree not mentioned on this list may be accepted, by the Community Development Director or Designee, during the site plan approval process if it can be shown that the addition of such trees will enhance and improve the landscaping plan.
 - i. The following trees may be planted on the property:

Golden Raintree
Any Flowering Plum
Any Flowering Cherry
Any Flowering Pear
American Red Bud
Flowering Crabapple (all nonweeping varieties acceptable)
Lavalle Hawthorn (Crataegus lavallei)

Carriere Hawthorn (*Crataegus carrierei*)
Washington Hawthorn (*Crataegus phaenopyrum*)
Paul Scarlet Hawthorn
May Day Tree (*Prunus padus*)
Amur Maple (*Acer ginnala*)
Rocky Maple
Paperbark Maple
Bigtooth Maple

- ii. These trees may be planted on the property but ~~may~~ shall not be planted in the park strip:

Any Pine or Spruce
Common Hackberry
Thornless Honey Locust
Oak Norway Maple
Any Oak
Any Beech
Japanese Pagoda
Eastern Redbud
Fruitless Mulberry
Mountain Alder
Pear Variegated Box

- 6. Landscape buffer yards. The buffer yard is a unit of land, together with the planting required thereon, to avoid nuisances between adjacent land uses or between a land use and public road. Both the calculated amount of land and the type and amount of planting specified for each buffer yard required by this chapter shall ensure they do, in fact, function as buffers.

- a. Determination of standards. Buffer yards shall separate different land uses from each other in order to eliminate or minimize potential nuisances such as dirt, litter, noise, glare of lights, signs, and unsightly buildings or parking areas or to provide spacing to reduce adverse impacts of noise, odor, or danger from fires or explosions.

- i. Buffer yards shall be located on the outer perimeter of a lot or parcel adjacent to a different use and shall extend along the entire boundary of the property adjacent to that use. Fencing associated with buffer yards shall be located on property lines.
 - ii. To determine the type of buffer yard required between two adjacent parcels or between a parcel and a street, the following procedure shall apply:
 - a. Identify the land use category of the proposed use.
 - b. Identify the use category of the existing land use adjacent to the proposed use to determine the intensity classification from Table 1. Agricultural determination need not directly relate to whether or not someone is farming the adjacent property.
 - c. Determine the buffer yard required for the proposed development by using Table 2.
 - d. Using Buffer Tables 1 and 2 identify the buffer yard options using the buffer yard requirement determined in Table 2.
 - iii. Changes or exceptions to the buffer requirements may be granted, based on the criteria of physical site constraints that require adaptation or if the changes increase the overall landscape quality for the project, by the Community Development Director or Designee.

Table 1

~~Existing~~ Land Use Classification	
Classification	~~Existing~~ Current Land Use
1	Agriculture
2	R-1, Parks, Recreation
3	R-2, R-3, Schools
4	R-4, R-5, PUD, Churches
5	Medical Care Facilities, Professional Offices, General Retail and Small Commercial
6	Commercial Entertainment, Big Box Development
7	Industrial

Table 2

Buffer Classification Requirements							
Proposed Land Use	~~Existing~~ Current Land Use Classification						
	1	2	3	4	5	6	7
Industrial	-	E	E	E	B	B	-
Large Commercial	-	E	E	E	A	-	-
Small Commercial	-	B/D	B/D	B	-	A	B
Professional Office	-	B/C	B/C	B	-	A	C
A-40, A-5	-	-	-	-	-	-	-
R-1	-	-	-	-	B	E	E
R-2	-	-	-	-	B	E	E
R-3	-	-	-	-	B	E	E
R-4	-	B	A	-	B	D	E
R-5	-	B	A	-	B	D	E
~~PRUD~~ PUD	-	B	A	-	B	D	E

Table 3

Landscape Buffer Requirements	
Buffer	Standard
A	Shall consist of an unbroken strip of open space, five feet wide and planted with the following: One large evergreen tree or deciduous, dense canopied tree with the approval of the community development director, every 20 feet with a maximum mature height of 25 feet. Other shrubbery and plantings shall also be included in this buffer area. A six-foot chain link fence is required at a minimum.
B	Shall consist of an unbroken strip of open space, 10 feet wide and planted with the following: One large evergreen tree or deciduous, dense canopied tree with the approval of the community development director every 20 feet with a maximum mature height of 25 feet. Other shrubbery and plantings shall also be included in this buffer area. A six-foot chain link fence is required at a minimum.
C	Shall consist of an unbroken strip of open space 15 feet wide and planted with the following: One large evergreen tree or deciduous, dense canopied tree with the approval of the community development director every 20 feet with a maximum mature height of 25 feet.

	Other shrubbery and plantings shall also be included in this buffer area. A six-foot vinyl or wood fence is required at a minimum.
D	Shall consist of an unbroken strip of open space, 35 feet wide and planted with the following: One large evergreen tree or deciduous, dense canopied tree with the approval of the community development director every 20 feet with a maximum mature height of 25 feet. Other shrubbery and plantings shall also be included in this buffer area. A six-foot vinyl or wood fence is required at a minimum.
E	Shall consist of an unbroken strip of open space 50 feet wide and planted with the following: One large evergreen tree or deciduous, dense canopied tree with the approval of the community development director every 20 feet with a maximum mature height of 25 feet. Other shrubbery and plantings shall also be included in this buffer area. A six-foot vinyl or wood fence is required at a minimum.

D. Related provisions

[Chapter 17.00 Administration and Enforcement](#)

[Chapter 17.10 Definitions](#)

[Chapter 17.30 Site Plan Review Standards](#)

[Chapter 17.40 Conditional Use Permits](#)

[Chapter 17.100 Off Street Parking and loading](#)

[Chapter 17.110 Sign Regulations](#)

[Chapter 17.120 Lighting](#)

[Chapter 17.130 Subdivisions](#)

[Chapter 17.60.170 General Regulations](#)

17.60.150 Research/Industrial Park (R/IP)

- A. Purpose**
- B. Use table**
- C. Development and building standards**
- D. Sexually oriented business and Cannabis regulations**
- E. Related provisions**

A. Purpose. The purpose of the R/I-P (Research/Industrial Park) zoning district is to create an attractive environment for offices, research facilities, and an environmentally appropriate assembly of uses to include appropriate amenities supporting employee activity. This is to be accomplished with a number of design components including attractive buildings, meandering walks, and landscaping.

B. Use table. See Use Table Section 17.60.050. If a use is not specifically designated, then it is prohibited.

C. Development Standards.

1. Subdivision Requirement. In addition to the following standards, all lots (including single-lots) shall be approved and developed in accordance with the standards found in the Subdivision Ordinance 17.130.
2. All lots (including single-lots) shall be approved and developed in accordance with the standards found in this Chapter as well as the commercial development standards found in Chapter 17.60.140 (C) 3-6, unless specified below.
3. R/IP Zone Lot Standards Table.

The following standards apply to all buildings in the R/IP zone:

Lot Size	
Min. Lot Area (sq. ft.)	20,000
Min. Landscaping	15%
Principle Structure	
Min. Front Yard Setback	20'
Min. Front Yard Setback Arterial Street	20'
Min. Side Yard Setback	10'
Min. Side Yard Corner Lot	20'
Min. Side Yard Corner Lot Arterial Street	10'
Min. Rear Yard Setback	10'
Min. Distance Between Structures on Same Lot	10'
Min. And Max Height	12' & 60'
Accessory Buildings	
Min. Front Yard Setback	50'
Min. Side Yard Setback	10'
Min Rear Yard Setback	1'
Min. Side Yard Corner	0'
Min. Distance Between Structures on Same Lot	10'
Min. And Max. Height	12' & 20'
Fencing & Landscaping	
Fencing	(see 17.60.170)
Landscaping	(see 17.60.170)
Towers and Flagpoles	
Max Height for Flagpoles	40'

4. Horizontal Articulation. In the R/IP zone no plane of a building wall shall extend for a horizontal distance greater than three times the height of the wall without having an offset of at least five percent of the wall's height, and that new wall plane shall extend for a distance equal to at least five percent of the maximum length of the first plane.

D. Sexually oriented business and Cannabis regulations

1. Sexually Oriented Business. see Chapter 17.40 Conditional Uses for standards.
2. Cannabis Businesses.
 - a. Cannabis production establishment:
 - i. Shall only be located in the Research Industrial Park Zone.
 - ii. Shall be operated entirely within a permanent enclosed building.
 - iii. Shall be designed to filter inside air exchanges to the outside through air filter systems that remove dust, fumes, vapors, odors, or waste from air that exits the building.
 - iv. Exterior facade materials that are transparent or translucent, such as greenhouse materials, and intended to allow natural light into the interior of the structure shall be treated to prevent any interior view of the cannabis growing operations/product. Non-visible skylights on the roof of a building are excluded.
 - v. Exterior building colors shall not be allowed that draw attention to the building such as fluorescent or bright colors in the green, orange, red, yellow or blue spectrum.
 - vi. Provide a security system with a backup power source that detects and records entry into the cannabis production establishment and provides notice of an unauthorized entry to law enforcement when the cannabis production establishment is closed.
 - vii. Shall maintain locks or equivalent restrictive security features on any area where the cannabis production establishment stores cannabis or a cannabis product.
 - viii. Outdoor signs on the building may include only the cannabis production establishment's name and hours of operation and a green cross.
 - ix. Shall obtain a West Point business license before conducting business within the City; and
 - x. Shall meet all land use requirements for the zone in which it is located.
 - b. Medical cannabis pharmacy.
 - i. Shall only be located in the Research Industrial Park Zone.
 - ii. Shall be located in a permanent building and not have drive-through service.
 - iii. Shall not have outdoor seating or seating areas.
 - iv. Shall not have outdoor vending machines of any kind.
 - v. Shall have one public entry door at the front of the building facing the street.
 - vi. Shall not darken or cover any windows on the front of the building but shall maintain windows clear and allow visibility into the pharmacy from the street.
 - vii. Shall not have cannabis products visible from outside the medical cannabis pharmacy.
 - viii. Shall not have bars on windows and shall maintain locks or equivalent restrictive security features on any area where the medical cannabis pharmacy stores cannabis or a cannabis product.
 - ix. Provide a security system with a backup power source that detects and records entry into the cannabis production establishment and provides notice of an unauthorized entry to law enforcement when the cannabis production establishment is closed

- x. Exterior building colors shall not be allowed that draw attention to the building such as fluorescent or bright colors in the green, orange, red, yellow or blue spectrum.
- xi. Shall be designed to filter inside air exchanges to the outside through air filter systems that remove dust, fumes, vapors, odors, or waste from air that exits the building.
- xii. Shall meet all land use requirements for the zone in which it is located.
- xiii. Shall obtain a West Point business license before conducting business within the City; and
- xiv. Shall limit the hours of operation it is open to the public to 9:00 a.m. to 7:00 p.m.

E. Related provisions

Chapter 17.00 Administration and Enforcement

Chapter 17.10 Definitions

Chapter 17.30 Site Plan Review Standards

Chapter 17.40 Conditional Use Permits

Chapter 17.60.140 Commercial Zone

Chapter 17.100 Off Street Parking and loading

Chapter 17.110 Sign Regulations

Chapter 17.120 Lighting

Chapter 17.130 Subdivisions

Chapter 17.60.170 General Regulations

17.60.160 Planned Residential Unit Development Overlay (PRUD)

- A. **Purpose**
- B. **Use table**
- C. **Approval standards and procedures**
- D. **Subdivision required**
- E. **Approval expiration**
- F. **Flexible deviations from underlying zone**
- G. **Density calculations and bonuses**
- H. **Development standards**
- I. **General standards**
- J. **Development agreement**
- K. **Related provisions**

- A. **Purpose:** The purpose of the planned residential unit development (PRUD) overlay is to encourage imaginative and efficient utilization of land through large-scale residential development and provide a greater flexibility in the location of buildings on the land, the consolidation of open spaces, and the clustering of dwelling units. These provisions are intended to create more attractive and desirable environments within the residential areas of West Point City.
- B. **Use table.** See Use Table Section 17.60.050. If a use is not specifically designated, then it is prohibited.
 - 1. Uses permitted in the PRUD zone shall be limited to those listed as permitted uses by the provisions of the underlying zone with which the PRUD zone has been combined.
 - 2. **Use in combination.** The PRUD overlay zone shall only be used in combination with existing R-1, R-2 and R-3 underlying residential zones. The provisions of the PRUD **create flexibility** to the provisions of the zone with which it is combined. The PRUD zone shall not be applied to a land area as an independent zone and shall be shown on the zoning map in parentheses next to the zone in which it is combined.
- C. **Approval standards and procedures.**
 - 1. **Procedure.** The PRUD overlay zone shall be approved as a rezone by ordinance of the City Council, after a recommendation is provided by the Planning Commission, and following the same process as other zoning amendments pursuant to Chapter 17.00 of this Title in conjunction with a development agreement as set forth in Section J of this Chapter and a development plan as described below. The development plan shall include the following:
 - a. A general layout of all proposed lots.
 - b. A tabulation of the total acreage of the site, and the percentages thereof to be designated for various uses, i.e., parking, residential units, open space, streets, etc.
 - c. Detailed description of proposed density calculations and bonus amenities as defined in Section G of this Chapter.
 - d. Proposed circulation pattern, including private and public streets and pedestrian paths.
 - e. Parks, common open spaces, playgrounds, school sites, and other public or private recreation facilities and improvements proposed within the planned residential unit development.
 - f. The general location of all dwellings and other structures in the PRUD and building densities per gross acre, including tables or graphs showing the percentages of each dwelling type being proposed.
 - g. Proposed location of parking and ingress or egress.
 - h. A landscaping plan showing what areas are to be landscaped and what types of plants and materials are to be used.

- i. Development elevation drawings or perspective drawings of all building types proposed within the PRUD.
 - j. A draft of the declaration of covenants, conditions, and restrictions for review and to assure their compliance with the provisions of this code.
- 2. Approval Criteria. Submittal of an application for a zoning amendment for a PRUD overlay zone shall not guarantee that the zone or development plan will be approved. After review of the zoning amendment and development plan, the Planning Commission shall submit a recommendation to the City Council. The City Council may approve the zoning amendment and development plan if it finds:
 - a. The proposed PRUD overlay zone and associated development plan:
 - b. Implements clear concepts contained in the General Plan; and
 - a. Meet the purpose and intent of this Chapter; and
 - b. Provide superior site design and increased amenities as set forth in this Chapter.
- D. Subdivision required. An application for preliminary subdivision approval may be initiated after the City Council has voted in favor of the proposed overlay zone request. Compliance with the requirements of this chapter does not exempt an applicant from meeting the requirements of Chapter 17.130 (Subdivisions Ordinance) except as may be modified pursuant to the provisions of this Chapter.
- E. Approval expiration. An applicant that has received the PRUD overlay zone and a development plan approval must file a complete final plat application within 24 months from the date of the approval and rezone. Upon request from the applicant, the Community Development Director or Designee may grant a one-time 12-month extension for filing a final plat. If no completed final plat application has been submitted before the time of expiration the property shall be rezoned by the City Council to remove the PRUD overlay zone.
- F. Flexible deviations from underlying zone The Planning Commission may recommend to the City Council flexible deviations from applicable development standards in the underlying zoning district that include, but are not limited to, street widths, curb, gutter and sidewalk, park strips, setbacks, frontage widths, minimum lot size, etc., only if it finds that all of the following conditions are met:
 - 1. That the variations proposed assure additional usable open space.
 - 2. That the housing units provide designs and present exteriors with increased curb appeal.
 - 3. That the infrastructure, including streets, is private and reduces the City burden.
 - 4. That the anticipated storm water demand is 90% accommodated on site.
- G. Density calculations and bonuses
 - 1. Base Density. Base density shall be determined by the underlying zone as set forth in the development standards tables found in Chapters 17.60 .080, 17.60.090 and 17.60.100, the R-1, R-2, and R-3 zones of this Title. The base density shall be calculated on the gross area of the site but shall not include sensitive lands as defined in this chapter. Developments seeking flexibility, but not necessarily increased density, may do so under the provisions of this chapter. Base density developments in a PRUD overlay zone can provide a degree of flexibility that would not normally be allowed under the base zoning code. Developments seeking such flexibility must propose a minimum of a five percent amenity bonus as outlined in subsection (2) of this section.
 - 2. Density Bonus. The City Council, after receiving a recommendation from the Planning Commission, may authorize a density bonus of a minimum of five percent up to a maximum of 20 percent above the base density. The bonus density shall be calculated on the gross area of the site, but shall not include sensitive lands as defined in this chapter. However, sensitive lands if properly improved may qualify as an amenity and count towards the required bonus. The purpose of the density bonus is to provide an incentive to a development while enhancing the overall characteristics of the subdivision that are not allowed by the applicable underlying zone, and which otherwise would not be

an option. Density bonus shall be awarded according to the following list of bonus items. Each qualifying amenity or item shall be granted a percentage increase to the base density, but in no case shall the bonus exceed the percentage indicated (shown in parentheses). Bonuses listed below that share common elements regardless of the subsection shall not be used together to create a greater bonus percentage.

3. Criteria for Bonus increase:

a. **Increased Landscaping (Up to 10 Percent).**

- i. Landscaping is designed and installed by the developer or other reasonable means approved by the city council along all streets of the PRUD according to a theme which provides unity and interest to the PRUD and must include the installation of two two-inch caliper street trees per dwelling placed in the park strip or near the roadway. 6' or wider park strips are required that accommodate street trees which create neighborhood identity (Up to five percent.)

b. **Enhanced Overall Design Theme (Up to 15 Percent).**

- i. Fencing on all lots that is uniform in design and type and that is an upgrade from chain link or all vinyl fencing. (Up to five percent.)
- ii. Perimeter fence surrounding the PRUD that is architecturally designed and is an upgrade from chain link or all vinyl fencing. Examples include architecturally designed brick or masonry walls, vinyl with brick or stone columns and open fencing such as wrought iron. (Up to seven percent.)
- iii. Special features such as fountains, streams, ponds, sculptures, buildings or other elements which establish a strong theme for the development and are utilized in highly visible locations within the development. (Up to 10 percent.)
- iv. Large special features, such as lakes, which define the theme of the development and are utilized throughout the entire project. (Up to 15 percent.)

c. **Recreational Amenities (Up to 20 Percent).**

- i. The PRUD development includes a recreational amenity primarily for the use of the residents of the development. Recreational amenities include swimming pools, sports courts, spas, or other features as approved by the City Council. The Planning Commission will recommend to the city council the points based on the cost of the amenity, its benefit to the residents of the development, its size and the number of amenities in the development. (Up to 15 percent.)
- ii. Development of a playground or park area with play features or picnic areas. To qualify, a minimum of 5% of the gross area of developments under 10 acres must be dedicated as park area. A minimum of 2% of the gross area of developments 10 acres or larger must be dedicated as park area. Bonus density points will be awarded according to the following table (Up to 10 percent.)

Park Space			
Development under 10 acres		Development 10 acres and larger	
Park Space (percentage of gross area)	Bonus Density	Park Space (percentage of gross area)	Bonus Density
5%	5%	2%	5%
6%	6%	3%	6%
7%	7%	4%	7%
8%	8%	5%	8%
9%	9%	6%	9%
10%	10%	7%	10%

- iii. Development of a common building which shall be used for meetings, indoor recreation, or other common uses as approved by the planning commission. (Up to 15 percent.)
 - iv. Development of a trail system throughout the subdivision and connecting to adjacent trail systems where possible. (Up to 10 percent.)
 - v. Dedication of land to the city for the development of a regional trail system. (Up to 10 percent.)
 - vi. Dedication of land to the city for the development of all or a portion of a regional or community park. (Up to 10 percent.)
- d. Energy Efficiency (Up to Three Percent). All dwellings are designed with active, passive, or photovoltaic solar features. (Up to three percent.)
- e. Improved Open Space (up to 15 Percent).
 - i. Stormwater detention facility areas that are designed and used for multiple purposes which blend with the overall theme of the open space design, i.e., the grading and landscaping are carried out in such a manner that the use as a detention pond is not discernible. (Up to five percent.)
 - ii. Open space shall be designed and improved (not leftover space between buildings) and shall flow uninterrupted through the entire development, linking dwellings and recreational amenities. Open space shall be improved with grass, shade trees, and a sprinkler system for the majority of the area. Open space areas shall not include areas that are occupied by buildings, lots, structures, parking areas or streets. Additionally, open space shall not include:
 - a. Area between buildings and outside of platted lots and building pads unless part of an approved pedestrian circulation plan and at least eighteen feet (18') in width;
 - b. Front, rear, and side yard setbacks; and
 - c. Paved areas such as driveways, streets, and private sidewalks.

To qualify, a minimum of 5% of the gross area of developments under 10 acres must be dedicated as open space. A minimum of 2% of the gross area of developments 10 acres or larger must be dedicated as open space. Bonus density points will be awarded according to the following table (Up to 10 percent.)

Open Space			
Development under 10 acres		Development 10 acres and larger	
Open Space (percentage of gross area)	Bonus Density	Open Space (percentage of gross area)	Bonus Density
5%	5%	2%	5%
6%	6%	3%	6%
7%	7%	4%	7%
8%	8%	5%	8%
9%	9%	6%	9%
10%	10%	7%	10%

- f. Other Amenities (Up to 15 Percent). Other amenities may be approved by the City Council with a recommendation from the Planning Commission. (Up to 15 percent)
- H. **Development standards.** The development standards that are set forth in this section shall prevail over any contrary base zoning standards established in this title. The following standards shall apply and are still subject to the requirements set forth in [Chapter 17.130](#) unless [flexible deviations](#) are granted as set forth in [F above](#) and are included in a [development](#) agreement:
1. **Common Space Subdivisions.** The following standards shall apply to common space subdivisions:
 - a. Density. Allowed density and bonus density for common space subdivisions shall conform with the standards set forth in this chapter.
 - b. Open Space. Due to the clustering of dwelling units within the common space subdivisions, there will naturally be open space remaining. The open space must be maintained as set forth in subsection (D)(5) of this section.
 - c. Zones Allowed. Common space subdivisions shall only be allowed in the R-2 and R-3 zones and shall not be allowed in the R-1 zone.
 - d. Attached Units. Dwelling units in this subdivision option may be clustered in common-wall construction only in the R-2 and R-3 zones with a maximum of four consecutively attached units. Common-wall construction in the R-2 zones shall only be limited to [side-by-side arrangements](#). No such units are allowed above other units.
 - e. Multifamily. All PRUDs that have attached units shall follow the standards set forth in [Chapter 17.60.110 Multi-Family Residential R-4 and 17.60.120 Multi-Family Residential R-5 of this Title](#), which shall include, but not be limited to, landscaping, parking, and building design.
 - f. Minimum Building Setbacks. The following minimum standards shall apply:

Building Setbacks for Common Space Subdivisions			
	R-1	R-2	R-3
Minimum distance to garage	-	25'	25'
Minimum distance to front plane of building	-	20'	20'
Side (from building to building)	-	10'	10'
Rear (from building to building)	-	30'	30'

2. **Traditional Lot-Style Subdivisions**. The following standards shall apply to traditional lot-style subdivisions:
 - a. Density. Allowed density and bonus density for traditional lot-style subdivisions shall conform with standards set forth in [Section G above](#).
 - b. Minimum Lot Standards. The following minimum standards shall apply:

Minimum Lot Standards			
	R-1	R-2	R-3
Minimum lot size (sq. ft)	10,000	8,000	7,000
Minimum lot widths	85'	75'	70'
<u>Building Setbacks</u>			
Front**	25	-	-
Minimum distance to garage	-	25'	25'
Minimum distance to front plane of building	-	20'	20'
Side*	10/8'	10/5'	10/5'
Rear**	30'	25'	25'

Notes:

* 1. One side must be 10 feet and the other side eight feet for a total of 18 feet.

** 2. The front and rear setbacks may be swapped.

- I. **General standards**. The following standards shall apply to all developments in the PRUD overlay zone regardless of the style of development that is proposed:
 1. Access. Access shall be required as described in [Chapter 17.130 of this Title](#).
 2. Local streets which are internal to the development and provide circulation within the development shall be as public streets. Minor terminal streets that provide access to individual units or a group of units may be either public or private streets, provided they meet the following criteria:
 - a. Public streets, sidewalks, curb/gutter and other street facilities shall meet the appropriate right-of-way widths and design requirements as required in the public works standard drawings.
 - b. Private streets, sidewalks, curb/gutter and other street facilities shall meet the appropriate right-of-way widths and design requirements as required in the public works standard drawings.
 - c. The Homeowners' Association shall be responsible for maintenance, repair, and replacement of private streets, [including curb, gutter](#), and sidewalks.
 3. Common Areas. Unless otherwise approved by the city council, common open space that is provided shall be devoted to landscaping, preservation of natural features, and recreational areas. Common open space may be distributed throughout the PRUD and need not be in a single large area. Developments that include sensitive lands such as the FEMA floodplain, wetlands or other sensitive features may only include such sensitive lands as open space when they have been designed as an integral part of the project.
 4. Fencing. Perimeter fencing shall be required in all PRUD overlay zones.

5. Maintenance Plan. In order to maintain a visually appealing development, the developer shall provide a maintenance plan for the upkeep of open space or other landscaped amenities within the development. If any open space or other landscaped amenities exist that are owned in common, a Homeowners' Association (HOA) shall be required. In the event that the HOA does not maintain the open/common space and improvements as indicated at the time of approval, the city may perform the required maintenance or contract with a third party to perform the required maintenance and recover all costs from the HOA. The City shall provide written notice to the HOA 30 days prior to performing any work. After the work is completed the City shall send a bill to the HOA for any costs associated with performing the work. If the HOA does not pay within 30 days, the city may issue a lien on the property. This provision shall be included in the developer's agreement.
- J. Developer's agreement. An applicant that is seeking to develop under the provisions of this chapter must at the time of approval enter into a developer's agreement with the city council as set forth in ~~WPCG 16.05.110~~ in this Title.

J. Related Provisions.

[Chapter 17.00 Administration and Enforcement](#)
[Chapter 17.10 Definitions](#)
[Chapter 17.30 Site Plan Review Standards](#)
[Chapter 17.40 Conditional Use Permits](#)
[Chapter 17.100 Off Street Parking and loading](#)
[Chapter 17.110 Sign Regulations](#)
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[Chapter 17.60.170 General Regulations](#)

Chapter 17.70
General Regulations

- [17.70.010 Lot size](#)
- [17.70.020 Residential dwellings](#)
- [17.70.030 Accessory buildings other structures on residential lots](#)
- [17.70.040 Residential landscaping requirements](#)
- [17.70.050 Residential fencing requirements](#)
- [17.70.060 Accessory Dwelling Units](#)
- [17.70.070 Group homes](#)
- [17.70.080 Model homes](#)
- [17.70.090 Recreational vehicles](#)
- [17.70.100 Farm animal regulations](#)
- [17.70.110 Right to agricultural activities](#)
- [17.70.120 General regulations for all zones](#)
- [17.70.130 Temporary Uses](#)
- [17.70.140 Home Occupations](#)

17.70.010 Lot size

In any district where no public sanitary sewer is accessible, and regardless of any lot area or width elsewhere prescribed for said district, no lot shall have an area or width less than that required by the health departments of Davis County or the state of Utah for the satisfactory functioning of a septic tank on the property.

17.70.020 Residential dwellings

The following regulations apply to all residential and agricultural zone unless otherwise specified in the respective zone sections in this Title.

A. Minimum dwelling sizes in the A-1, A-5, R-1, R-2, R-3 zones

Minimum Dwelling Size						
Dwelling Type	Rambler	Slab on grade	Bi-level	Tri-Level	Multi-level	Two Story
Minimum size of dwelling (sq ft)	1,400	1,400	2,000	1,400	1,400	2,000

Note: 10% variance between floors. Buildings above 2,200 sq. ft., no minimum variance

B. Residential dwellings.

1. The real property and the dwellings thereon shall be held in common ownership and taxed as real property.
2. Dwellings must be at least 20 feet wide.
3. Dwellings shall be attached to a foundation in accordance with plans prepared by a registered engineer providing for vertical loads, uplift, and lateral forces and frost protection in compliance with the International Building Code.
4. Dwellings shall be permanently connected to and approved for all required utilities.
5. For purposes of this subsection, the definition of “facade” means all exterior walls.
6. Regulations for new residential construction must meet one of these two options:
 - a. **Option 1:** A minimum of 40 percent of the front exterior wall construction for all single-family, duplex, and townhomes shall be constructed of brick, rock, or stone. The 40 percent requirement shall be calculated by measuring the front

facade of the structure from the foundation to the top plate line of the uppermost level, excluding openings for windows, doors, and trim, and by multiplying that figure by 40 percent. The builder of the structure shall be authorized to satisfy the 40 percent requirement by the lacing of brick, rock, or stone. No vinyl siding shall be allowed on any facade that faces a street unless it is a rear facade. In addition to the 40 percent requirement on the front of the structure, the sides of the structure shall have a minimum of a three-foot-high wainscot of brick, rock, or stone along the entire length of the wall on each side of the structure.

- b. **Option 2:** All front and side exterior walls, including corner lots for single-family, duplex, and townhomes shall be constructed of 100 percent brick, rock, stone or engineered siding (includes fiber cement boards such as Hardie or engineered wood siding such as LP Smartside) as a stand-alone product or in combination with other materials previously mentioned. Specific to the front face of the house, homes with 100 percent engineered siding, must use a different pattern on the gables.

C. Residential height limit exceptions.

1. Roof structures for the housing of elevators, stairways, ventilating fans or similar equipment required to operate and maintain the building, and fire or parapet walls, skylights, shade structures (awnings, fabric roof coverings, wood and metal open frame structures, etc.), towers (where required by City ordinances), flagpoles, chimneys, stealth wireless or television installations, theater lofts, solar panels, may be erected above the height limits prescribed in this chapter, but no space above the height limit shall be allowed for the purpose of providing additional habitable floor space.
2. No such structures except towers, parapet walls, and solar panels, may be located closer than 10 feet to edge of the building. The maximum increase in height for the above features shall be 12 feet.

D. Residential projections into required yards. Certain architectural features may project into required yards or courts as follows:

1. Every part of a required yard shall be open to the sky, unobstructed except for accessory building in a rear yard, and except for the ordinary projections of skylights, sills, belt courses, bay windows, and other ornamental features.
2. Open or lattice-enclosed fire escapes, fireproof outside stairways, and balconies opening upon fire towers projecting into a yard not more than five feet; and the ordinary projections of chimneys and flues are permitted.
3. Architectural features ~~which~~ shall be allowed to project into required rear yards but not closer than 10 feet from rear property line or courts including, but are not limited to, patio coverings, decks and balconies.

E. Residential front yard exceptions and side yard modifications.

1. In any R district where the average depth of at least two existing front yards on lots within 100 feet of the lot in question and within the same block is less than the least front yard depth prescribed for said R district, the front yard of such lot may be reduced to the average depth of the existing front yards within 100 feet of the lot in question, or the average depth of existing front yards of the two lots immediately adjoining, or, in the case of a corner lot, the depth of the front yard on the lot immediately adjoining, and facing on the same street as the lot in question.
2. A side yard along the side street lot line of a corner lot, which abuts in the rear the side lot line of another lot in an R district, shall have a width of not less than one-half of the required depth of the front yard on such other lot fronting the side street.

F. Garage provisions. Two side-by-side covered parking spaces within a garage shall be required in all single-family and two-family residences. Interior garage dimensions shall be an unobstructed minimum of 20' width by 22' length.

G. Arterial and collector location provisions.

1. Driveways that allow vehicles to avoid backing out onto major collector and arterial streets are required.
2. Front yard setbacks along arterial streets, for building purposes, shall be determined from the proposed ultimate width of the arterial street.

17.70.30 Accessory buildings and other structures on residential lots

A. Accessory building standards. All accessory buildings shall not be located in the front yard.

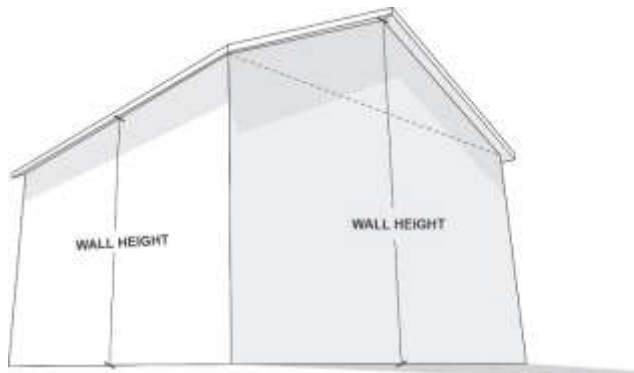
Accessory buildings located in the rear yard shall be located in the rear yard at least five feet from any on-site dwelling structure and at least 15 feet from any dwelling structure on an adjacent lot.

1. Any accessory building attached to the main building shall be made structurally a part of the main building and shall comply in all respects with the requirements of all ordinances applicable to the main building. If an accessory building is attached to the main building, it is no longer an accessory building. It is a portion of the main building and all setbacks for the structure must be maintained.
2. Accessory buildings in any zone shall occupy no more than 20 percent of the lot area less the area of the footprint of the main building and shall be separated by not less than five feet. If there is more than one accessory building on a lot, the combined area of all accessory buildings shall occupy no more than 20 percent of the lot less the area of the footprint of the main building.
3. Accessory buildings on a lot of 20,000 square feet or less shall have a roofline equal to or less than the residential dwelling on the same lot.
4. Accessory buildings that are more than 1,200 square feet or occupy more than 15 percent of the lot area and are located on lots that are less than 15,000 square feet shall require a conditional use permit.
5. All accessory buildings that are more than 1,500 square feet no matter the size of the lot shall require a conditional use permit.
6. The following setbacks from property lines shall apply for all accessory buildings. See 17.70.30(A)(7) for minimum setbacks of accessory buildings located in the side yard.

<u>Accessory Building Setbacks</u>							
<u>Wall Height (feet)</u>	<u>0 to 12</u>	<u>12+ to 16</u>	<u>16+ to 19</u>	<u>19+ to 22</u>	<u>22+ to 25</u>	<u>25+ to 28</u>	<u>28+ to 30</u>
<u>Minimum setback (feet)</u> <u>as measured from the drip line of</u> <u>the structure</u>	<u>1</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>

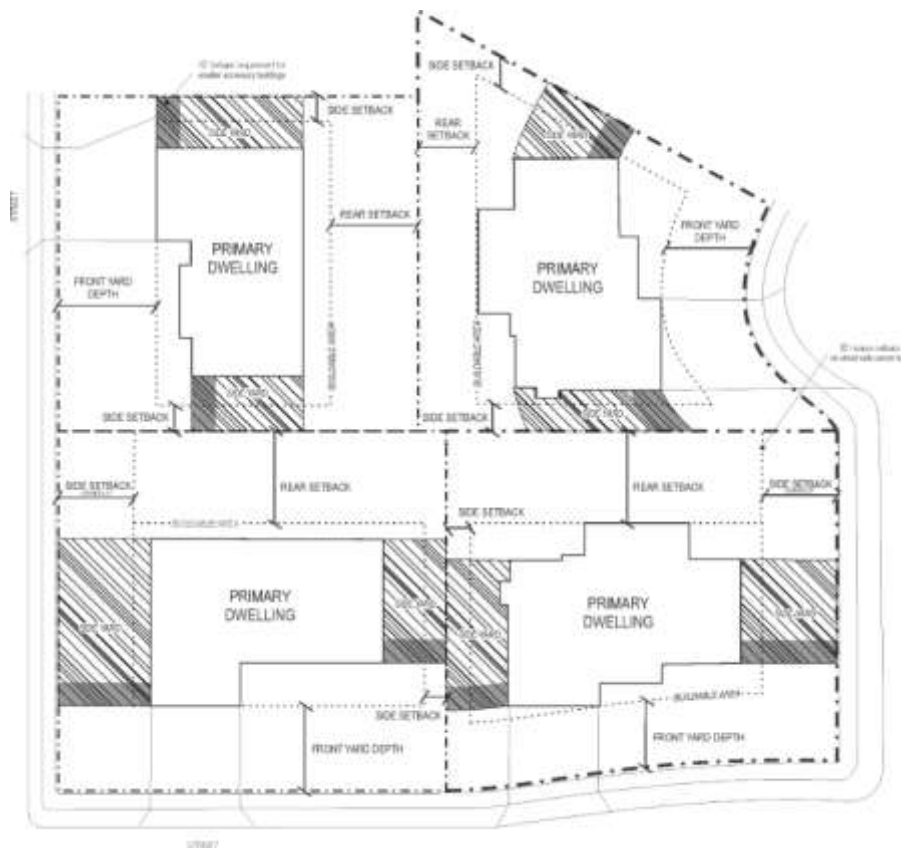
- a. Wall heights for accessory buildings are measured from the ground level to the highest point of the wall including the gables as shown in Figure 17.70-2

Figure 17.70-1



7. An accessory building may protrude into the side yard of the residential dwelling but shall require a conditional use permit and must also fulfill the following commitments:
 - a. The accessory building shall maintain the side yard setback of the residential dwelling.
 - b. Exterior Material and Design.
 - i. Accessory buildings that are less than 200 square feet and are located 10 feet behind the defined front yard depth (see below Figure 17.70-1) are exempt from design standards as outlined in subsection (F)(2)(c) of this section.
 - ii. Accessory buildings that are less than 200 square feet and are located closer than 10 feet to the defined front yard depth (see below Figure 17.70-1) must follow the design standards as listed in 00000
 - iii. All accessory buildings that are greater than 200 square feet and located in any portion of the side yard must adhere to building material standards, as it pertains to the front facade, outlined in i0000

Figure 17.70-2



8. Accessory buildings shall be limited to one story on lots less than 20,000 square feet, shall have a roofline equal to or less than the residential dwelling on the same lot. ~~Accessory buildings, such as barns and sheds, are allowed on a lot being used for agricultural purposes.~~
9. ~~No part of any accessory building (including eaves and overhangs) shall be closer than one foot from an adjoining property line. For all accessory buildings above 25 feet, an additional 1' setback is required for every additional foot of height.~~
10. Living space in any accessory building may be permitted as regulated in 17.70.060 in this title.

11. Accessory buildings on a vacant lot shall not be allowed except in agricultural zones.

B. Other structures Additional structures such as pergolas, green houses, awnings, carport, tents, arbors, and trellises, occur to provide outdoor spaces for relaxation and storage. The following apply to each structure type:

1. Temporary carports, tents or similar items are often made out of metal, canvas, or other fabric material with pole support structures. All temporary enclosures of this nature shall:

- a. Be securely tethered to the ground at all times.
- b. Not be allowed in the front yard setback or between the front facade and the street.
- c. Can be located in a side yard but not closer than ten feet to the defined front yard, must adhere to the setbacks as required for accessory buildings.
- d. Be repaired, replaced or removed immediately if they fall into disrepair.
- e. Not direct water onto neighboring properties.

2. Carports, shed roof, or similar structures which are attached to a residence are additions to the principal structure and must meet all required side, front, and rear setbacks established by the zone. Additions require a building permit.

3. Shipping containers, semitrailers, boxcars, Portable On-Demand Storage (PODS) or similar structures are not allowed in any residential zones other than for the temporary purposes of moving, construction and remodeling.

4. Swimming pools or tanks, private.

No swimming pool or tank shall be allowed in any R district except as an accessory use and unless it complies with the following conditions and requirements:

- a. The pool or tank is intended and is to be used solely for the enjoyment of the occupants and guests of the principal use of the property on which it is located.
- b. It may not be located closer than five feet to any property line.
- c. The swimming pool or tank shall be walled or fenced to at least six feet in height, to prevent uncontrolled access.

17.70.040 Residential landscaping requirements.

Landscaping on residential lots shall comply with the following standards:

- A. Landscaping shall be installed in front yards on the entire width of the lot including park strips but excluding the driveway. On corner lots, landscaping shall be installed in all areas between the side line of the house between the front property line and the rear property line which are visible from the public right-of-way.
- B. Park strips – shall be efficiently irrigated and landscaped. The live plant materials may include xerographic concepts with up 50% inert materials. Any xeriscape plan shall include at least one shrub for every 40 square feet of xeriscape area, and no more than 25% of the area as turf or defined beds of ornamentals.
- C. Landscaping shall include a combination of lawn, shrubs, ground cover, or trees. Ground cover may include vegetative vines, low-spreading shrubs, or annual or perennial flowering or foliage plants. Ground cover may also include mineral or nonliving organic permeable material. Mineral ground cover may include such materials as rocks, boulders, gravel, or brick over sand.
- D. Residential dwelling lots shall have no more than 30 percent of ground cover (excluding driveways and lawn).
- E. On lots over one-half acre in size, landscaping shall only be required on 100 feet of street frontage to the depth of the front yard setback.
- F. Said landscaping shall be completed within one year from the date the certificate of occupancy was issued for ~~of~~ the residence or within one year of removal of landscaping.
- G. If more than 30 percent mineral ground cover is desired (excluding driveways and lawn) for approval, after a site plan review by the Community Development Director, increases may be granted if a professional design is provided that shows a combination of different sizes/types of inert materials, such as boulders, dry streams, gathering places, etc.

- H. Trees ROW location: Lawn trees are permitted but must be planted at least 8' feet back from the right-of-way (ROW) as measured to the point of the tree nearest the street line. Trees that encroach upon the ROW shall be pruned to provide a clear, walkable and drivable public ROW.

17.70.050 Residential fencing standards

No fence or other similar structure shall be erected in any required front yard of a dwelling to a height in excess of four feet (see e. clear provisions below); nor shall any fence or other similar structure be erected in any side or rear yard to a height in excess of six feet, unless the fence/wall acts as a retaining wall for an area with significant slope.

A. Fence Permit Application:

Fence permit application is required for any fence erected within West Point City. There is no fee for this permit.

B. Fence Building Permit:

A building permit is required for a fence/wall which exceeds six feet in height, which is only allowed in sloped terrain, because they are considered structures under the International Building Code. The application for a permit must include a drawing of the site indicating the location and height of the proposed fence/wall. If the wall is of masonry or concrete, construction details showing horizontal and vertical reinforcement need to be shown on the plan submitted. The design and construction shall meet relevant standards set forth in the International Building Code.

- C. Fence Type: A tangible barrier or obstruction of any material with the purpose or intent or having the effect of preventing passage or view across the fence line. It includes hedges and walls. Agricultural fencing will not be allowed in the front yard in any residential zones. Agricultural fencing includes rope; string; wire product including but not limited to chicken wire, hog wire, wire fabric, and similar welded or woven wire fabrics; chain; netting; corrugated metal panels; galvanized sheet metal; plywood; fiberglass panels in any fence or materials that are not manufactured specifically as fencing materials. Exceptions may be granted by the planning commission.

D. Fencing corner lots:

No solid fence, shrubs, trees, or other obstructions to view between the heights of two, and seven feet shall be allowed within the triangular area at the corner formed by measuring a distance of 40 feet along both property lines lot lines back from the point of intersection of said lines. This area shall be known as the "clear vision triangle." Where a rear yard borders a street, creating a corner lot, no solid fence, shrubs, or other obstructions to view between the heights of two and seven feet shall be allowed within the triangular area at the corner formed by measuring a distance of 20 feet along both lot lines back from the point of intersection of said lines. This area shall be known as the "clear vision triangle."

- E. Clear View. Where a rear yard borders the front yard of an adjacent lot, provisions shall be made to provide a clear view for driveways. No solid fence, shrubs, or other obstructions to view between the heights of two and seven feet shall be allowed within the triangular area bounded by lines drawn from a point on the centerline of the driveway set back 15 feet from the front property line, to points along the front property line 30 feet either side of the centerline of the driveway.

F. Fencing retaining wall:

Where a fence is erected upon a retaining wall, or for other reasons there is a difference in the elevation of the surface of the land on either side of a fence, the height of the fence shall be measured from a point halfway between the top of the retaining wall and the land on the lower side or from the average elevation of the surface of the land on either side of a fence, but nothing herein contained shall be construed to restrict a fence to less than four feet in height (except to maintain a clear view of an intersection) measured from the surface of the land on the side having the highest elevation.

G. Fencing on Public Property:

On public property when it is determined to be necessary for public safety, a fence no higher than six feet may be erected in a yard bordering a street or front yard of an adjoining lot; provided, that: The fence is constructed of materials that do not create a barrier to vision, i.e., chain link. The fence is not constructed on any portion of a public right-of-way.

17.70.060 Accessory dwelling units

More regulations coming

A. Accessory apartments (PC) process.

1. All accessory apartments shall be processed as a Planning Commission conditional use and be subordinate in size and prominence to the primary unit. The property must be owner occupied. This means that the owner must reside in the primary home or the detached structure at all times (except as specified herein, and may not delegate, assign, or transfer this responsibility to another party).
2. The applicant shall have a fee simple title to the property.
3. The applicant has not been notified or fined by the city for any code violations relating to this property or any other property within the previous 12 months.
4. The Accessory Apartment shall have a separate entrance that faces away from the street and that does not disrupt the single-family appearance of the existing structure.
5. The Accessory Apartment shall have at least one additional paved off-street parking space, which may be in a tandem configuration.
6. The Accessory Apartment shall have a minimum of one bedroom and a three-quarter bath.
7. The Accessory Apartment shall have a kitchen.
8. The Accessory Apartment shall meet all building code and obtain all required permits prior to occupancy of the Accessory Apartment.
9. The primary unit shall maintain the outward appearance of a single-family residence, so that the appearance is not altered in a manner to appear as a duplex with such features as two front doors and two garages or carports facing the street.
10. The primary or secondary unit shall not be occupied by more than three persons per bedroom.
11. No vehicles shall be parked on the front lawn or other landscaped areas.
12. The property shall be neatly maintained and shall meet all current codes regarding property maintenance and public health standards.
13. An accessory building located in the rear yard, may be used as an Accessory Apartment, but shall maintain a 5' distance from the principal dwelling, a 10' rear setback, and a minimum of 10' for a side yard setback. The height to the peak of the roof shall be no more than 20'.
14. The owner may request a leave of absence for up to three years for personal, business, military, and/or ecclesiastical reasons, through a letter requesting such absence filed with the Community Development Department. During that time, a manager shall be identified that lives in the home and that person's contact information provided within the letter of absence request.
15. The property owner shall record a document with the Davis County Recorder indicating that this property is a single-family residence, that the secondary unit is inseparable from the primary unit, that the owner agrees to live in the unit at all times (except as provided above) and that the permit may be revoked at any time for violation of the conditional use requirements.
16. The property owner shall renew the conditional use permit each year through the payment of a business license fee to the City to cover administrative expenses. A fee schedule may be obtained from the City Recorder.

17.70.070 Group homes

- A.** Any group home for persons with a disability shall meet all municipal building, safety and health ordinances and provide required licenses from applicable State agencies.
- B.** Have adequate off-street parking space provided.
- C.** Be capable of use as a group home without exterior structural or landscaping alterations that would change the structure's residential character

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- D. The use granted and permitted by this subsection is nontransferable and terminates if the structure is devoted to a use other than as a group home, or if the structure fails to comply with the requirements.
- E. The minimum site development standards for a residential facility for elderly persons shall be the same as those required for a single-family dwelling in the zone in which the facility is to be located.
- F. All required setback areas not occupied by buildings or parking shall be landscaped and properly maintained.

17.70.080 Model Home

- A. After a preliminary plat for a subdivision is approved then a developer may request a model home which requires a site plan and building permit. The process for the site plan and building permit is outlined in Chapter 17.30 Site Plan Review Standards. This is a concurrent process.
- B. A model home cannot operate prior to that building having received a certificate of final occupancy from the building inspector.
- C. Model homes must be removed when the subdivision is more than 80 percent occupied or has been occupied for three years, whichever comes first.
- D. The Community Development Director may grant a six-month extension based on evidence of continued need for the model home in that particular subdivision.
- E. Adequate off-street parking must be provided on site. Three parking stalls must be provided.
- F. An exterior lighting and signage plan must be submitted.
- G. There shall be no more than one sign located on the property of any model home.
- H. At a model home, flags, banners, or other temporary signs are not allowed.
- I. National flags shall be allowed as in all residential zones.
- J. A model home shall not be used as a general real estate office or construction management office, and shall never be utilized as a meeting place for more individuals than parking is available on site.
- K. Full landscaping must be installed prior to occupying the building as a model home. The community development director may grant one six-month extension for weather-related reasons.
- L. A model home shall not operate before 8:00 a.m. and never after 8:00 p.m.

17.70.090 Recreational vehicles

- A. No recreational vehicle shall be located, placed, used, or occupied for residential purposes in West Point City except within approved and licensed recreational vehicle parks. A recreational vehicle is not considered an accessory building.
- B. Recreational vehicles may be stored, but not used for living quarters, anywhere within the city in accordance with the following provisions:
 - 1. Two recreational vehicles may be placed within an enclosed structure lawfully existing on the premises.
 - 2. One recreational vehicle may be placed on a lot in an A or R district; provided, that on corner lots it shall not be located within 10 feet of the side property line adjacent to the street; and provided, that it shall not be occupied for residential purposes.
 - 3. Unlawful parking of boats and trailers – see WPCC 10.05.050(L).

17.70.100 Farm animal regulations

- A. **Purpose and intent.** To establish the standards and criteria by which farm animals may be kept within West Point City. The city recognizes that farm animals are inextricably associated with certain noise, sight, and smell nuisances that are generally unacceptable in urban areas. However, the city also recognizes the importance of maintaining its farming heritage and the traditional values associated with that heritage. It is with this purpose, to preserve the farming heritage of the community, that this chapter is enacted.

B. Animal allowance. Farm Animals held for noncommercial purposes are permitted solely in the agricultural [A-5 and A-40](#), R-1, and R-2 zones [as a permitted use](#) and shall be an [administrative](#) conditional use in the R-3 zone for all animals except small animals which may include chickens, ducks, geese, pigeons, and rabbits, unless restricted by private development agreements, covenants, or other legally binding contracts. Roosters shall not be kept in any residential zone. Residents in the R-1, R-2 and R-3 zones may, at any time, keep and maintain a base number of no greater than four chickens, regardless of the size of their property, subject to the requirements of this section and any other applicable provisions of this code. The number of additional chickens shall be based on the same formula as other animals as follows:

1. The quantity of animals permitted on a property shall be determined on the basis of 100 animal points per vacant acre (e.g., 0.50 acres x 100 = 50 animal points; 1.45 acres x 100 = 145 animal points).
2. Vacant acreage on properties with nonagricultural uses is determined by the following: Residential properties shall deduct 0.20 acres (approximately 8,700 square feet) per unit from the total acreage before calculating the animal allowance (e.g., (0.50 acres – 0.20 acres) x 100 = 30 animal points; (1.45 acres – 0.20 acres) x 100 = 125 points). All other properties shall deduct the exact amount of acreage not being used for animal production before calculating the animal allowance.

Type of Animal	Number of Points per Animal
Pigs	50
Horses and cattle	25
Sheep and goats	10
Chickens, ducks, geese, pigeons, rabbits, and other small animals	5

3. Commercial agricultural operations shall only be permitted in A-40 and A-5 zones. Intensive commercial agricultural operations, such as feed lots, shall only be permitted by an [administrative](#) conditional use with a minimum lot size of five acres.

A. Yard and structure regulations.

1. [Animal Enclosures](#): barns, coops, stables, and other structures for the care and keeping of livestock and/or fowl that exceed 120 square feet shall be permitted in all [zones](#) where livestock and/or fowl are permitted; provided, that all such structures are located at least 75 feet from the street and 150 feet from the nearest dwelling on adjacent lots. All structures to be constructed in accordance with the building codes of West Point City.
2. [Animal Enclosures](#): barns, coops, stables, and other structures for the care and keeping of livestock and/or fowl that do not exceed 120 square feet shall be permitted in all [districts](#) where livestock and/or fowl are permitted; provided, that all structures are at least 50 feet from any public or private street and 50 feet from the nearest dwelling on adjacent lots. These structures shall be placed at least 10 feet from all property lines. All structures shall be constructed in accordance with the building codes of West Point City.
3. Feed yards and the keeping of pigs shall be at least 200 feet from all dwellings on adjacent lots. If adjacent lots are vacant then they shall be kept no closer than 30 feet to the side yard or rear property lines.

D. Apiaries/Beekeeping..

The keeping of bees is allowed on all properties in the A-5, A-40, and all residential zones as a permitted use subject to the following requirements:

1. Application. All beekeepers of any hives located in all residential zones must submit a fee application to the city for verification that all the requirements have been met.
2. Number of Hives. There is no defined maximum number of hives for properties in the A-5 and A-40 zones. It is unlawful for any hive(s) to be located on properties under 8,000

square feet. For properties with detached residential dwellings (single-family lots) and vacant properties, two hives may be kept on properties greater than 8,000 square feet in size. Three additional hives may be kept for each 10,890 square feet (one-quarter acre) of property but shall not exceed 10 hives in residential zones.

3. Placement of Hives.

- a. Hives shall not be located in any front or side yards.
- b. Hives or any component thereof shall not exceed six feet in height.
- c. No hives shall be located closer than 25 feet to the principal building on the abutting lot; and
- d. the placement of the hive shall not be any closer to the abutting lot's principal building than the principal building on the lot where the hive is located.
- e. No hive shall be located closer than 10 feet to any public sidewalk.

4. Flyways. In each instance in which any hive is situated closer than 25 feet of a public or private property line as measured from the nearest point on the hive to the property line, the beekeeper shall establish and maintain a flyway barrier at least six feet in height consisting of a solid wall, fence, dense vegetation or combination thereof that is parallel to the property line and extends 10 feet beyond the colony in each direction so that all bees are forced to fly at an elevation of at least six feet above ground level over the property lines in the vicinity of the apiary.

5. Water. Each beekeeper shall ensure that a convenient source of water is available to the bees at all times during the year so that the bees will not congregate at swimming pools, pet watering bowls, bird baths or other water sources where they may cause human, bird or domestic pet contact.

6. Compliance. It shall be unlawful for any beekeepers to keep any colony or colonies in such a manner or of such disposition as to cause any unhealthy condition, interfere with the normal use and enjoyment of human or animal life of others or interfere with the normal use and enjoyment of any public property or property of others. The beekeepers are expected to follow beekeeping best management practices such as disease control, hive management and working the hive at appropriate times. Bees and associated beehives may be ordered removed from property if they are determined to be a nuisance by West Point City or Davis County animal control officer.

7. State Registration. If required by the Utah Department of Agriculture.

17.70.110 Right to agricultural activities

A. Purpose.

The City of West Point values its rich agricultural heritage and values agricultural activities as a component of the City's community fabric, quality of life amenities and contributions to the city. The City of West Point places value on its agricultural areas and desires to provide for the protection and preservation of agricultural activities. It is the policy of the City of West Point to preserve and protect agricultural activities and to reduce the occurrence of conflicts between agricultural activities and nonagricultural land uses and to protect the public health. It is a purpose of the city to reduce the loss of agricultural activities by limiting the circumstances under which agricultural activities may be deemed a nuisance.

It is the policy of the City to provide purchasers and tenants of nonagricultural land close to agricultural activities with notice of the City's support for the preservation of agricultural activities and operations. An additional purpose of the notification requirement is to promote a good-neighbor policy by informing prospective purchasers and tenants of nonagricultural land of the effects associated with living close to agricultural activities and operations.

It is further the policy of the City to require all new developments adjacent to agricultural activities or operations to reduce the potential conflicts between agricultural and nonagricultural land uses.

The following issues should be used to identify any potential incompatibilities and to identify actions to minimize possible conflicts:

1. Protection of irrigation access and maintenance of ditches and canals.
2. Safety and protection of the public from ditches, canals, ponds and drainage systems.C. Livestock movement corridor protection and safety.
3. Fencing, access, livestock safety, farm equipment ingress and egress.
4. Erosion and soil protection and conservation concerns.
5. Drainage of subdivision areas and designs to minimize the discharge or impact to agricultural lands and soils.
6. Weeds, pest and household pet controls in subdivision areas.
7. Provisions, acknowledgments and understanding by new property owners the right of agricultural activities' work hours and that agricultural activities' operations may contribute to objectionable noises and odors.
8. The need and requirement for screening provisions and landscaping to reduce noise or visual impacts for adjoining uses.
9. Any other provisions that the planning commission and city council considers necessary to protect the right for agricultural activities, operations and areas.

B. Deed restriction.

As a condition of the development approval process including, but not limited to, tentative subdivision and parcel maps, use permits and rezoning and planned developments, relating to property within West Point City, an area of agricultural activity, operations or land, every transferor of such property shall insert the deed restriction recited below in the deed transferring any right, title, or interest in the property to the transferee.

Right to Agricultural Activities

Deed Restriction

The City of West Point permits operation of properly conducted agricultural activities and operations within the City.

You are hereby notified that the property you are purchasing is located within West Point City, an area of agricultural activities, agricultural operations, or agricultural land. You may be subject to inconvenience or discomfort from lawful agricultural activities or agricultural operations. Discomfort and inconvenience may include, but are not limited to, noise, odors, fumes, dust, smoke, burning, vibrations, insects, rodents and/or the operations of machinery (including aircraft) at any time during the day or night. One or more of the inconveniences described may occur as a result of agricultural operations which are in compliance with existing laws and regulations and accepted customs and standards. If you live near an agricultural area, you should be prepared to accept such inconvenience or discomfort as a normal and necessary aspect of living in an area with a strong rural character and an active agricultural sector. Lawful ground rig or aerial application of pesticides, herbicides and fertilizers occur in farming operations. Should you be concerned about spraying, you may contact the Davis County Farm Bureau.

The City of West Point's Right to Agricultural Activities Ordinance does not exempt farmers or others from compliance with law. Should a farmer or other person not comply with appropriate state, federal, or local laws, legal recourse is possible by, among other ways, contacting the appropriate agency.

This Right to Agricultural Activities Deed Restriction shall be included in all subsequent deeds and leases for this property until such time as the property is not located within agricultural activities, agricultural operations or agricultural land.

C. Notification to transferees.

Every transferor of property subject to the notice recorded pursuant to this Chapter shall provide to any transferee in writing the notice of right to agricultural activities recited below. The notice of right to agricultural activities shall be contained in each offer for sale, counteroffer for sale, agreement of sale, lease, lease with an option to purchase, deposit receipt, exchange agreement, or any other form of agreement or contract for transfer of property; provided, that the notice need be given only once in any transaction. The transferor shall acknowledge delivery of the notice and the transferee shall acknowledge receipt of the notice. The form of notice of right to agricultural Activities is as follows:

Notice of Right to Agricultural Activities

The City of West Point permits properly conducted agricultural activities and agricultural operations within the City.

You are hereby notified that the property you are purchasing/leasing/renting is located within agricultural activities, agricultural operations or agricultural lands. You may be subject to inconveniences or discomfort from lawful agricultural activities or agricultural operations. Discomfort or inconvenience may include, but are not limited to, noise, odors, fumes, dust, smoke, burning, vibrations, insects, rodents and/or the operation of machinery (including aircraft) at any time during the day or night.

One or more of the inconveniences described may occur as a result of agricultural operations, which are in compliance with existing laws and regulations and accepted customs and standards. If you live near an agricultural area, you should be prepared to accept such inconveniences or discomfort as a normal and necessary aspect of living in an area with strong rural character and an active agricultural sector.

Lawful ground rig or aerial application of pesticides, herbicides and fertilizers occur in farming operations.

Should you be concerned about spraying, you may contact the Davis County Farm Bureau.

The City of West Point's Right to Agricultural Activities Ordinance does not exempt farmers or others from compliance with law. Should a farmer or other person not comply with appropriate state, federal, or local laws, legal recourse is possible by, among other ways, contacting the appropriate agency.

By signing below, you are acknowledging receipt of this notification.

Transferee's Signature

Transferor's Signature

The failure to include the foregoing notice shall not invalidate any grant, conveyance, lease, or encumbrance. This notice shall be included in every agreement for transfer entered into after the effective date of the ordinance codified in this chapter.

C. Existing agricultural activities.

This [Section](#) shall apply to all existing agricultural activities, agricultural operations and agricultural lands before the date of adoption of the ordinance codified in this chapter.

17.70.120 General Regulations applicable to all zones

A. General performance standards for all uses. The operation of any use permitted in the zone is subject to the following standards of performance:

1. All uses must be operated so that all practical means are used to confine any noise, odor, dust, smoke, vibration or other similar feature to the premises upon which they are located.
2. Any light used to illuminate signs, parking areas, or for any other purpose shall be so arranged as to confine direct light beams to the lighted property by appropriate directional hooding. Low Impact Development – on site drainage required. To the greatest extent possible drainage from roofs, and other hard surfaces shall be contained on the lot.
3. Secondary water irrigation is required.
4. Grading of any parcel of land for a permitted use where no bank of over eight feet in height is left standing and exposed or when less than 1,000 cubic yards of material are removed from or deposited on said parcel.

B. Public utilities (including substations), shops and storage yards, and public buildings. Public utilities shall be permitted uses in all zones and shall be screened from neighboring uses with a 6' masonry wall, solid board/composite fence, or a screening hedge. Public utility substations are allowed with less than the required lot area, width and yards. A site plan is required for review and approval by the Community Development Director or designee.

17.70.130 Temporary Uses: Temporary uses are limited to the following:

- A. Firework stands (see WPCC 5.25)
- B. Seasonal fruit and vegetable stands (see WPCC 5.10)
- C. Christmas tree lots (see 5.20)
- D. Food trucks:
 - 1. Hours of operation shall fall between 7 AM and 9 PM on any given day.
 - 2. Coordination and permitting is required with the Fire and Health Departments.
 - 3. Location shall not interfere with traffic circulation on a site and shall not be located closer than 10' to any public right-of-way.
 - 4. Temporary signs shall conform to the Sign Ordinance.

17.70.140 Home Occupations

The purpose of these provisions is to ensure that home occupations remain incidental and accessory uses within the dwelling or on the dwelling site and that any coincidental nuisance remains within the dwelling or on the dwelling site. Home occupations are a temporary privilege that can be revoked if disruption of the residential neighborhood occurs. Home occupations are subject to additional conditional use requirements and standards set forth in chapter 17.40.

- A. **Permitted Home Occupations:** All home occupations not specifically listed as prohibited may be managed as a minor or major conditional use as set forth in subsection D and E of this section.
- B. **Prohibited Home Occupations:** The uses set forth below involve operations not suited to a residential area and shall be prohibited as home occupations (minor or major) in all zones:
 - 1. Any use that requires or utilizes chemicals or hazardous materials in excess of volumes allowed by the International Fire Code in a dwelling.
 - 2. Auto body or fender work
 - 3. Junkyards, storage or recycling yards;
 - 4. Mortuaries and crematoriums.
 - 5. Sexually oriented businesses
 - 6. Welding or machine shops.
- C. **General conditions:** The following conditions shall apply to all home occupations:
 - 1. The total number of home occupations conducted within a dwelling unit is not limited, except that the cumulative impact of all home occupations conducted within the dwelling unit or on the premises thereof shall not be greater than the impact of one home occupation.
 - 2. The owner of the home occupation business must reside in the dwelling or be an immediate family member of the resident of the home, i.e., mother, father, son, daughter.
 - 3. The use must follow all applicable state, county and city fire, building, plumbing, electrical, and health codes and/or ordinances.
 - 4. The use must be inspected to determine continued compliance with the provisions of all state, county and city laws and/or ordinances.
 - 5. The home occupation must be licensed as a valid business in West Point City.
 - 6. Home occupation license fees shall be established from time to time by the city council by resolution. All annual license fees shall be due and payable before the first day of January of each year. License fees are not rebatable.
- D. **Minor Home occupations.** Uses classified as minor home occupations may be allowed by administrative conditional use permit (see 17.40) in all zones. The following regulations shall apply to all minor home occupations:
 - 1. The use shall be clearly incidental and secondary to the use of the dwelling for dwelling purposes, and the appearance of the structure shall not be altered or the occupation within the residence be conducted in a manner which would cause the premises to differ

- from its residential character either by the use of colors, materials, construction, lighting, or the emission of sounds, noises, or vibrations.
2. No more than 300 square feet, or 20 percent of the gross floor area of the dwelling, may be used for home occupations. (The least restrictive shall apply). Accessory buildings as allowed in the zone district may be used for home occupations as permitted but include no outside storage. Home occupations shall occupy no more than five percent of the lot area.
 3. There shall be no signs present on the property except for one unlit wall sign, not to exceed two square feet, indicating the address and the occupant's name/business, for example, "John Doe – Accountant."
 4. There shall not be conducted on the premises the business of selling stocks of merchandise, supplies, or products; provided, that incidental retail sales may be made in connection with other permitted home occupations, for example, a single-chair beauty parlor would be allowed to sell combs, hair spray, and other miscellaneous items to customers. However, a dressmaker would be required to do only custom work for specific clients and would not be allowed to develop stocks of dresses for sale to the general public on site.
 5. Parties for the purpose of selling merchandise or taking orders shall not be held more often than four times each month.
 6. Notwithstanding any provision contained herein to the contrary, garage, basement, yard, or other similar sales shall be permitted, without a permit, not more than twice a year, and each sale shall not last more than two consecutive days.
 7. Two vehicles, including trailers and/or equipment, may be associated with the minor home occupation, however, only one vehicle/trailer/piece of equipment over 22 feet in length shall be used in a minor home occupation. Vehicles over 22 feet in length shall not be parked on the street nor within a yard abutting a street. Trailers/equipment shall not be parked in a yard abutting a street.
 8. The use shall be conducted primarily within the dwelling site and carried on by up to one additional family member, not living in the home, and one non-family member employee.
 9. A permit for a home occupation is valid for only the original applicant and is not transferable to any resident, address or any other occupation. Upon termination of the applicant's residency, the home occupation permit shall become null and void. Permits shall be tracked through the required business license.
 10. Minor home occupations include, but are not necessarily limited to, the following: Artists, authors, architectural services; Single-chair beauty parlors and barber shops; Consulting services, craft sales; Organized classes such as dance, music, tutoring, etc., (provided the number of students is limited to two at a time); Direct sales distribution; Data processing, computer programming; Home crafts, (crafts will be sold off site); Garden produce; Janitorial; Insurance sales or broker, interior design, small business contractors; Mail order (not including retail sales from site); Real estate sales or broker.

E. Major home occupations. Major home occupations as defined are home occupations which meet the standards for minor home occupation administrative conditional uses listed above except that increases in intensity of use of the home occupation. The following uses are typical major home occupations: Contractors, carpenters, plumbers, electricians, landscape installers, small engine repair.

1. The use shall not generate pedestrian or vehicular traffic beyond that normal to the zone in which it is located.
2. Up to three commercial vehicles or trailers may be kept on site, provided they are parked on private property, out of the front yard, and adequately screened by a 6' opaque fence. One vehicle, larger than a one-ton, may be considered, if parked in the back yard and screened with a 6' opaque fence.
3. Up to 30% of the home or the entire accessory building may be used for the home occupation, except that pre-schools, instructional studios, and daycares, may increase this percentage to 50% of the home or 100% of a detached accessory building. No

maximum square footage applies, except in the case of an accessory building, which is regulated by the size of the lot.

4. Preschool home occupations shall have a play area, fenced from the street and a fire inspection performed to ensure the safety of the children.
5. Up to three employees may be employed on or report to the premises; provided, that adequate parking is provided on private property and screened from all abutting residential dwellings. Tandem parking is allowed, and such parking shall be located out of the front yard. Residential lots must be large enough to accommodate one parking space for each employee that does not live in the dwelling.

F. Home Group Instruction: A home occupation for group instruction, including, but not limited to, preschools, tumbling lessons, swimming lessons, or dance lessons, shall meet the home occupation standards of this chapter and the following additional requirements:

1. The instructor shall be a bona fide resident of the premises where the home occupation is conducted.
2. For purposes of this section, a group shall be defined as three (3) or more students attending a session.
3. The number of classes shall be limited to two (2) sessions per day. The sessions must be separated by at least thirty (30) minutes to allow adequate time for pick-up and drop-off.
4. Residential preschools: Residential preschools may be allowed by conditional use permit in all zones. The following regulations shall apply to all residential preschools:
 - a. A preschool provider shall obtain and submit to the city of West Point a background criminal investigation which was produced by a law enforcement agency. A preschool provider shall receive professional training in first aid and cardiopulmonary resuscitation (CPR) and shall provide evidence of this training to the city prior to receiving a business license.
 - b. A preschool with only one employee shall have no more than eight children in a class. With an additional adult a preschool may have up to 12 children in a class. A preschool shall never have more than 12 children in a class.
 - c. If a second adult is employed by the preschool provider they shall submit to the city of West Point a background criminal investigation which was produced by a law enforcement agency.
 - d. A preschool class shall never exceed four hours and a preschool shall never have more than two classes each day. These classes must never overlap in timing.
 - e. Preschool facilities must have a play area fenced from the street and a fire inspection performed to ensure the safety of the children.
 - f. Off-street parking shall be provided for the residents and employees as required by the planning commission.

G. Residential child day care: Residential child care of not more than eight children may be allowed by conditional use permit in all zones. The following regulations shall apply to all residential child care:

1. The child care shall comply with all regulations of the state of Utah. A child care provider who cares for one to eight children shall obtain a State Residential Child Care Certificate. A child care provider who cares for nine or more children shall obtain a state license. More than eight children may be considered if a second adult is employed on the premises.
2. If a second adult is employed by the child care provider they shall submit to the city of West Point a background criminal investigation which was produced by a law enforcement agency. This employee must also receive professional training in first aid and cardiopulmonary resuscitation (CPR) and shall provide evidence of this training to the city.

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3. Off-street parking shall be provided for the residents and employees as required by the planning commission.
4. Day care facilities must have a play area fenced from the street and a fire inspection performed to ensure the safety of the children.

Chapter 17.70
Manufactured Homes

- A. **Regulations for buildings and structures.** Where buildings or structures are allowed, they shall comply with the following regulations specific to each type of structure:
1. **Regulation for all residential structures.**
 - a. All residential structures shall be permanently affixed to the property on which they are sited and held in common ownership with said property and classified and taxed as real estate.
 - b. Permanent connections to all available utilities shall be made to each residential structure.
 - c. Any and all appendages or accessory uses such as steps, carports, garages, storage buildings, decks and awnings or additions and alterations shall be done in accordance with the adopted addition of the International Building Code.
- B. **Regulations for manufactured housing.**
1. All manufactured homes shall be certified by the U.S. Department of Housing and Urban Development inspectors as meeting the National Manufactured Housing Construction and Safety Standards Act of 1974, effective June 15, 1976 (HUD Code), and any subsequent amendments thereto. [For purposes of this section, a manufactured home is the same as defined in UCA Section 15A-1-302, except that the manufactured home shall be attached to a permanent foundation in accordance with plans providing for vertical loads, uplift, and lateral forces and frost protection in compliance with the applicable building code. All appendages, including carports, garages, storage buildings, additions, or alterations shall be built in compliance with the applicable building code.](#)
 2. Each manufactured home shall be installed, with or without basement, on a site-built permanent foundation system that meets or exceeds applicable requirements of the building codes as detailed in the "Guidelines for Manufactured Housing Installations." Permanent masonry or concrete perimeter enclosures shall be required and shall conform to the adopted edition of the International Building Code as specified for foundation walls.
 3. The manufactured home shall be a minimum of 24 feet wide; each half of the unit shall be a minimum of 12 feet wide.
 4. Towing hitches and running gear, which includes tongues, axles, brakes, wheels, lights, and other parts of the chassis intended to be operated only during transport, shall be removed.
 5. The manufactured home is required to have outside hose bibs attached to the front and back of the home.
 6. All manufactured homes must meet requirements of the city ordinances pertaining to the [to the respective zone they are to be located in and the associated regulations such as the General Regulations. Manufactured homes are considered a single family dwelling, with additional regulations to address their unique design.](#)

Chapter 17.80
Nonconforming Uses, Noncomplying Structures and Other Nonconformities

17.80.010 Purpose and administration of provisions.

17.80.020 Existing lots of record exceptions.

17.80.030 Continuing existing uses.

17.80.040 Construction approved prior to title.

17.80.050 Nonconforming uses.

17.80.060 Noncomplying structures.

17.80.070 Other nonconformities.

17.80.010 Purpose and administration of provisions.

- A. The purpose of this chapter is to regulate and gradually eliminate buildings, structures, and land uses that were legally permitted at the time of their inception, but that no longer conform to existing city ordinances. All such items shall be considered nonconforming uses. The designation of nonconforming use shall not apply to any building, structure, or land use that was not legally permissible at the time of inception. These items are considered illegal uses. [An illegal nonconforming use shall be terminated immediately without regard to this section and shall be abated or brought into conformance with applicable provisions of this Title.](#)
- B. [Procedure for determination.](#) Upon request, the [Community Development Director or designee](#), shall determine whether a building, structure, or parcel of land meets the criteria of a nonconforming use based on evidence presented. [The Community Development Director or designee, shall determine the existence, expansion, or modification of a nonconforming lot or use, noncomplying structure, or other nonconformity as provided in the following procedure:](#)
1. [If a determination of the nonconforming status of a property is desired, the owner or his designee shall make application for a zone verification with the Community Development Department. The Community Development Director or designee shall then investigate the factual and legal history of the subject property and shall thereafter make a determination of the nonconforming status of the property.](#)
 2. [Notice of the determination of nonconforming status shall be mailed to the owners of the subject property.](#)
 3. [If within ten \(10\) days after notice is mailed, information is received by the Community Development Director or designee, which may affect the validity of the determination, the administrator may make an amended determination. Notice of an amended determination shall be given as set forth in subsection \(b\) of this section.](#)
 4. [The notice shall include a statement that any determination may be appealed as provided in Chapter 17.00 of this title and shall state the date by which the appeal must be filed.](#)
 5. [Such evidence may include building permits, tax records, photographs, receipts, signed contracts, historical documents, or other written evidence. The property owner shall have the burden of establishing the legal existence of a noncomplying structure or nonconforming use.](#)

17.80.020 Existing lots of record exceptions.

- A. The requirements of this title as to minimum building site area shall not be construed to prevent the use for a single-family dwelling of any lot or parcel of land in the event that such land was held in separate ownership at the effective date of the original West Point City zoning ordinance.
- B. On any lot held under a separate ownership from adjacent lots, and of record at the time of the passage of the original West Point City zoning ordinance, the side yard requirements may be waived by [the Community Development Director or designee](#), to the extent that the buildable

width of such lot is not reduced to less than 25 feet, except that at least a six-foot side yard is required on each side of any interior lot and the side yard on the street side of a corner lot must be at least 15 feet.

- C. The depth of the rear yard of any such lot need not exceed 20 percent of the depth of the lot, but in no case shall it be less than 10 feet.

17.80.30 Continuing existing uses.

Except as hereinafter specified, any use, building, or structure, lawfully existing at the time of the enactment or subsequent amendment of the ordinance codified in this title, may be continued, even though such use, building, or structure does not conform with the provisions of this title for the district in which it is located. Except as otherwise provided by law, nothing in this title shall prevent the strengthening or restoring to a safe condition of any part of any building or structure declared unsafe by proper authority.

17.80.40 Construction approved prior to title.

A building, structure, or part thereof which does not conform to the regulations for the district in which it is situated, but for which a building permit was issued and construction started prior to the enactment of the ordinance codified in this title, may be completed in accordance with such plans providing work is prosecuted continuously and without delay. Such buildings shall be deemed to be nonconforming and shall be subject to the regulations set forth herein.

17.80.50 Nonconforming uses – substitution, extension, discontinuance, etc.

A nonconforming use shall not be enlarged, extended, or changed unless the use is changed to a use permitted in the district in which it is located, except as follows:

A. Substitution or extension.

1. Whenever a nonconforming use has been changed to a conforming use, such use shall not thereafter be changed to a nonconforming use.
2. When authorized by the Community Development Director or designee, in accordance with this title, a building devoted to a nonconforming use may be completed upon the lot occupied by such building; provided, that such completion is necessary and incidental to the existing use of such building.
3. A nonconforming use may be extended to include the entire floor area of the existing building in which it is conducted at the time the use became nonconforming.
4. A nonconforming use in a conforming structure damaged by fire, wind, tornado, earthquake, or other natural disaster or calamity may be restored as it existed previously and its use may be continued so long as restoration is complete within one (1) year.

B. Discontinuance.

A nonconforming use shall be deemed to have ceased when it has been discontinued either temporarily or permanently for a period of 12 months or more, and there is evidence that there was an intent to abandon such use. Any party claiming that a nonconforming use has been abandoned shall have the burden of establishing the abandonment.

Any of the following shall be considered evidence of intent to abandon a nonconforming use:

1. Actual notice given by a property owner or his authorized agent.
2. Constructive notice given to the public, city, county, or other government agency.
3. Cessation of any city-required utility service, such as culinary water, sewer, or electrical power, for a period of 12 months or greater,
4. Cessation of all maintenance for a period of 12 months or greater.
5. A 75 percent or greater reduction in scope of nonconforming operation(s) within a period of 12 months.
6. Failure to implement city, county, state or federal ordinances within six months of written notification.

7. Failure by a property owner or his authorized agent to physically occupy a structure or property within a period of 12 months.

17.80.60 Noncomplying structures.

- A. A nonconforming building shall not be reconstructed or structurally altered unless such alteration shall result in removing those conditions of the building which render it nonconforming.
- B. Repairs and structural alterations may be made to a nonconforming building; provided, that the floor space of such building is not increased.
- C. A nonconforming building or structure which is damaged or partially destroyed by fire, flood, wind, earthquake, or other calamity or act of God or the public enemy, to the extent of not more than one and one-half times its assessed value at that time, may be restored and the occupancy or use of such building, structure or part thereof which existed at the time of such partial destruction may be continued or resumed; provided, that such restoration is started within a period of one year and is diligently prosecuted to completion. In the event such damage or destruction exceeds one and one-half times the assessed value of such nonconforming building or structure, no repairs or reconstruction shall be made, except in the case of residences or accessory farm buildings, unless every portion of such building or structure is made to conform to all regulations for new buildings in the zone in which it is located.

17.80.070 Other nonconformities.

- A. Application and intent.
- B. This section shall apply to any other circumstance which does not conform to the requirements of this title including, but not limited to, fence height or location; lack of buffers or screening; lack of or inadequate landscaping; lack of or inadequate off-street parking; and any other nonconformity not covered by this chapter. Because the nonconformities regulated by this section involve less investment and are more easily corrected than those regulated by other sections of this chapter, the intent of the City is to eliminate such nonconformities as quickly as practicable. The degree of such nonconformities shall not be increased.
- C. 2. Nonconforming development with approved site plan.
- D. Any nonconforming development which is governed by an approved site plan shall be deemed to be in conformance with this title to the extent such development conforms to the plan.
- E. 3. Compliance Required.
- F. A nonconformity other than one enumerated in other sections of this chapter shall be brought into conformance upon the occurrence of any one of the following:
 1. Any action which increases the floor area of the premises by more than thirty percent (30%).
 2. Any action which, when combined with one (1) or more previous expansions that have occurred over a period of time, causes the aggregate area of expansion to exceed thirty percent (30%) of the original floor area of the premises.
 3. For a lot located in a commercial or industrial zone, any change in use to a more intensive use when a new certificate of occupancy is required.

Chapter 17.90 **Telecommunications**

17.90.010 Purpose.

17.90.020 Conditional uses.

17.90.030 Yard requirements.

17.90.040 Wall-mounted antennas.

17.90.050 Roof-mounted antennas.

17.90.060 Whip antennas.

17.90.070 Review requirements for lattice and monopole towers.

17.90.080 Accessory buildings.

17.90.090 Structural integrity and inspections.

17.90.100 Nonmaintained, abandoned, or obsolete facilities.

17.90.110 Amateur radio facilities, towers and equipment

17.90.120 Access to facility.

17.90.130 Building permits.

17.90.140 Denial of request to install or construct.

17.90.010 Purpose.

The purpose of this article is to address planning issues resulting from the rapid growth and demand for low power radio services. This article distinguishes low power radio from other broadcasting-type telecommunications technologies and establishes provisions relating to demand, visual mitigation, noise, engineering, residential impact, health, safety and facility placement.

17.90.020 Conditional uses.

All conditional use shall be processed under Chapter 17.40 of this Title.

- A. Lattice or monopole towers in PO, all C zones and the RI/P zone.
- B. Monopole towers on public property in all residential zones.
- C. Roof-mounted or wall-mounted antennas in PO, all C zones and the RI/P zone.
- D. Towers that use a generator in all PO, all C zones and the RI/P.
- E. zones.
- F. Roof-mounted antennas for commercial providers and business users in the PO, all C zones and the RI/P zone.

17.90.030 Yard requirements.

- A. All telecommunications towers shall be located on the lot so that the distance from the base of the tower to any adjoining residential zone or any residential structure is a minimum of 100 percent of the proposed tower height with an additional 10-foot buffer. The total distance of the tower base from the residential zone or structure shall be no less than 100 percent of the tower height plus 10 feet. Towers that use generators shall at no time have an acoustic reading that exceeds 65 decibels (reference: U.S. EPA (1974) 11.4 and **24 CFR 51** Housing and Urban Development).
- B. No towers shall be permitted in the required front yard in any zoning district and shall not be located in a required landscape area or required parking area. Towers located on vacant lots shall have a minimum front yard setback of 25 feet in all zones.

17.90.040 Wall-mounted antennas.

Wall-mounted antennas may not extend above the wall line of the building or extend more than four feet horizontally from the face of the building. The supporting structure and equipment shall be painted to match the color of the building or structure or the background against which they are most commonly seen.

17.90.050 Roof-mounted antennas.

The support structure for roof-mounted antennas may not extend more than 25 feet above the highest point of the roof. The antenna may not extend more than 15 feet above the support structure. Support

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structures extending less than 25 feet above the highest point of the roof, plus the mounted antenna length, may not exceed 40 feet above the highest point of the roof.

17.90.060 Whip antennas.

Flexible whip antennas are not allowed in any zone.

17.90.070 Review requirements for lattice and monopole towers.

Along with [the general review](#) conditional use standards [in Chapter 17.40](#) the following shall be considered by the Planning Commission:

- A. [Compatibility with height of structures on surrounding parcels.](#)
- B. Height of the tower structure should be [designed for operational purposes yet also with a consideration of the impact on the](#) structures or buildings [in the](#) surrounding neighborhood.
- C. [Collocation.](#)
- D. [Consideration of](#) whether collocation of the antenna on other structures in the same vicinity such as other towers, buildings, water towers, and utility poles, etc., is possible without significantly impacting antenna transmission or reception.
- E. [Lighting and security.](#)
- F. Any lighting on towers shall meet FAA and FCC requirements. When lighting is required and permitted by the FAA or any other federal or state authority, it shall be oriented inward [and down directed](#) so as not to project onto surrounding property. All towers shall be enclosed by a six-foot chain link or opaque fence. All climbing pegs shall be removed from the lower 20 feet of the tower.

17.90.080 Accessory buildings.

Accessory buildings to antenna structures must comply with the required setback, height and landscaping requirements of the zoning district in which they are located [and require a building permit if more than 200 square feet in size](#). All storage of equipment and materials must be inside an enclosed building. Storage in open areas shall not be permitted.

17.90.90 Structural integrity and inspections.

All new towers and any modifications to existing towers shall be certified by a licensed engineer according to structural standards for antenna towers of the Electronic Industries Association (EIA). The city may require periodic inspections of telecommunications towers to ensure structural integrity. The inspections shall be conducted by a licensed engineer, and based upon the results of an inspection, the city may require repair or removal of a telecommunications tower. The expense of the inspection and/or removal of the tower shall be the responsibility of the tower owner.

17.90.100 Nonmaintained, abandoned, or obsolete facilities.

- A. When a facility has not been repaired or used by the owner, the person having control of, or the person receiving benefit of the structure for a period of 30 days, it will be considered abandoned by [the Community Development Director or designee](#). Within 60 days after notice of abandonment is given to the owner, the person having control of, or the person receiving benefit of, the facility, the antenna, the tower, all support structures, and no less than the top three feet of footing must be removed by the owner of the tower.
- B. If the tower is not removed after the conclusion of the 60-day notice of abandonment period, [the Community Development Director or designee](#) is hereby authorized to cause the tower and accompanying structures deemed abandoned to be removed forthwith at the expense of the owner, agent, or person owning the facility. The city shall have the right to collect such costs as provided for in Title [10](#), Chapter [11](#), Utah Code Annotated 1953, as amended.
- C. Obsolete antennas, towers and other equipment at the facility must be updated when it is financially feasible by the owner, the person having control of, or the person receiving benefit of the facility.

17.90.110 Amateur radio facilities, towers and equipment.

Amateur radio facilities are governed by restrictions provided by the Federal Communications Commission (FCC).

17.90.120 Access to facility.

All telecommunications tower facilities must have reasonable access and fulfill all easement requirements necessary for construction, repair, or necessary access to the facility.

17.90.130 Building permits.

A building permit shall be required for the construction or siting of all commercial or business use towers.

17.90.140 Denial of request to install or construct.

Any application for construction of a wireless communication tower that is denied by any official of the City, the Planning Commission, or the West Point City Council must be in writing and must be based on evidence with a written record of proceedings. Denial may not be based upon the grounds that radio frequency emissions from the facilities will be harmful to the environment or health of residents. FCC standards govern this application.

Chapter 17.100
Off-Street Parking and Loading

17.100.010 Purpose.

17.100.020 Off-street parking.

17.100.030 Off-street loading.

17.100.040 Other access and parking-related provisions.

17.100.050 Number of parking spaces required.

17.100.010 Purpose.

To reduce street congestion and traffic hazards in West Point City by incorporating adequate, attractively designed facilities for off-street parking and loading as an integral part of every use of land in the city.

17.100.020 Off-street parking.

- A. General. There shall be provided at the time of erection of any main building, or at the time any main building is enlarged or increased in capacity, minimum off-street parking space with adequate provision for ingress and egress by standard-size automobiles in accordance with the requirements herein. Parking for each use shall be provided within the same zone district as the use. Only parking for permitted or conditional uses in the residential zone is allowed in residential zone, however parking from a commercial use that functions as a buffer, may encroach on a residential zone, if it includes expanded landscaped areas with enhanced landscaping, walls, and dark sky compliant lighting with light poles no closer than 20' to the lot line.
- B. Size. For the purpose of this section, one parking space shall be assumed to be 200 square feet, exclusive of adequate interior driveways.
- C. Access. Adequate ingress and egress to all uses shall be provided as follows: For the purpose of this section, "driveway" or "access" shall mean the width of the curb cut or the driveway approach. Where curb does not exist, this shall mean width of the hard surface driveway.
 - 1. Access for all uses except residential shall be by a maximum of one driveway for each 200 feet of frontage on a public street, such driveways to be not over 50 feet in width.
 - 2. Accesses for residential uses shall not be regulated by a maximum driveway width.
 - 3. No residential driveway shall be closer than 20 feet measured along the property lines to the point of intersection of two property lines at any corner.
 - 4. In a commercial zone, no driveway shall be closer to an intersection of two streets than 40 feet.
 - 5. Height, location, structural specifications, maximum and minimum curb radii permitted, and minimum roadway approach angles to the centerline of the street are subject to the American Public Works Association (APWA) standards.
- D. Alternatives to on-site parking.
 - 1. Off-site: For any new use, structure, or building other than a dwelling, required off-street parking which due to the size or location cannot be provided on the premises may be provided on other property not more than 500 feet distant from the nearest point of the parcel, or for a use in a commercial district, not more than 600 feet distant
- E. Parking areas, development and maintenance. Every parcel of land hereafter used as a public or private parking area, including a commercial parking lot and also an automobile, farm equipment, or other open-air sales lot, shall be developed and maintained in accordance with the following requirements:
 - 1. Public parking areas shall be separated from the property lines abutting streets by landscaped buffers of not less than ten feet. Public parking areas shall be separated from

property lines abutting residential uses by landscaped buffers of not less than ~~four~~ ten feet or a screening fence.

2. Public parking areas in the general commercial and light industrial zone shall be separated from property lines abutting residential zones by landscaped buffers of not less than 10 feet and be screened for noise and air pollution by landscaping and fencing. In addition, such parking lots shall be separated from street rights-of-way by a landscape buffer intended to partially screen the parked cars from view.
 3. Parking areas shall be graded for proper drainage. Low impact development techniques shall be used in all parking lots to reduce impervious surface runoff and to retain stormwater on-site.
 4. Every parcel of land hereafter used as a public parking area shall be paved with an asphalt concrete or concrete surface, shall have appropriate bumper guards where needed, and shall be so arranged and marked as to provide the orderly and safe loading or unloading and parking and storage of vehicles.
 5. Lighting used to illuminate a parking area shall be downward directed and shielded as per Chapter 17.120 of the Title.
 6. Curbed planters with two-inch or larger caliper shade trees and grass, shrubs or ground cover shall be installed at the ends of parking rows. Planters shall be at least five feet wide.
 7. For every 20 parking stalls there shall be a planter area. This area shall have a minimum of two two-inch caliper trees planted along with grass, shrubs or ground cover. Said planter shall be at least five feet wide.
 8. Minimum five-foot landscaped planters shall be provided around building foundations except at building entrances, drive-up windows and loading and utility areas.
 9. All landscaped areas adjacent to parking areas shall be curbed.
- F. Alternate: Parking lot landscaping. When total parking lot spaces exceed thirty (30) stalls, for every ten (10) parking spaces delineated, one (1) raised four (4) foot wide landscaped parking island/diamond bounded with slotted high back curbs shall be provided and planted with one medium sized tree or light pole. Raised or curved circulation islands shall be constructed at the ends of the rows of parking spaces or at other locations where circulation drives intersect. Parking lots shall be bounded with slotted curbs to allow water to drain into landscaped areas. Paved areas and parking lots shall be separated from buildings with a minimum 4' wide landscape area bounded with slotted curbs and/or a five-foot raised sidewalk.
- G. Pedestrian access. In designing a parking lot, safety of pedestrian access to the use shall be integrated into the design.
- H. Drive up services. Drive-up windows and ordering stations shall not be located in the required front yard. Such facilities shall include off street stacking out of the front yard for a minimum of three vehicles per window/ordering station. If required, depending on business type, a waiting for a pickup order area shall be constructed, out of the front yard.

17.100.030 Off-street loading.

- A. For every building or part thereof having a gross floor area of 10,000 square feet or more, which is to be occupied by a commercial use, to or from which delivery of materials or merchandise are regularly made by motor vehicle, there shall be provided and maintained, on the same lot, with such building, at least one off-street loading space plus one for each additional 20,000 square feet or major fraction thereof.
- B. Each loading space shall be not less than 14 feet in width, 25 feet in length, and 15 feet in height.
- C. Such space may occupy any required yard, other than a front yard, or court except that if it is located closer than 50 feet to any lot in any R district, it shall be enclosed by a brick or stone wall or landscaping not less than six feet in height.

17.100.40 Number of parking spaces required.

- A. Except as may be provided elsewhere in this title, there shall be provided at the time of erection of any building, or at the time any main building is enlarged or increased in capacity, minimum off-street parking space with adequate provisions for ingress and egress by standard-size automobiles. If any land, structure, or use is changed from one use to another which requires more off-street parking spaces, there shall be provided such additional off-street parking for the new use as is required by this chapter.
- B. Specific requirement for each land use. Required off-street parking shall be provided for each use as listed below in [Table 17.100-2](#). Requirements calculated on floor area shall be based upon [gross floor area as defined in the Title](#). Parking for uses not specifically listed below shall be provided in the same ratio as the use most nearly approximating the characteristics of the unlisted use, as determined by the [Community Development Director or designee](#). Parking shall be provided as follows, with spaces based upon one or a combination of uses listed:

Table 17.100-2

USE	PARKING REQUIREMENT
RESIDENTIAL:	
Single family dwelling	2.5 parking spaces
Townhouse dwelling	2.5 parking spaces per unit
Multi-family units	
Studio units	1 space per unit
One bedroom units	1.5 spaces per unit
Two bedroom units	2 spaces per unit
Three bedroom units	2.5 spaces per unit
Four bedroom units	3 spaces per unit
Guest/visitor parking	.33 spaces per unit
Golf courses, tennis courts and similar recreation areas	Determined by specific review by Community Development Director or designee
Intensive retail commercial shops selling directly to the public	3.5 spaces for each 1,000 square feet of floor area
Less intensive commercial business, as furniture, appliance, and lumber sales	1.5 spaces for each 1,000 square feet of floor area
Offices:	
Personal services, including medical and dental clinics	2 spaces for each 1,000 square feet of floor area plus 1 space for each employee per shift

USE	PARKING REQUIREMENT
Business	3.5 spaces for each 1,000 square feet of floor area
Restaurants, bars, dining rooms	1 space for every 4 seats
<u>Religious places of worship</u> , auditoriums, assembly halls	1 space for 5 seats
Bowling alleys, skating rinks	2 spaces for every 1,000 square feet of floor area
Industrial and wholesale establishments	1.2 spaces for each employee per shift
<u>Private/Quasi-Public/Charter</u> <u>Schools</u> , civic buildings	Determined by specific review by <u>the Community</u> <u>Development Director or designee.</u>
Shopping centers/ <u>commercial</u> complexes, or rentable commercial space	At least 3.5 spaces per 1,000 square feet of floor area

- C. Parking space reduction. If the Community Development Director or designee finds that reducing the parking spaces per unit requirement is not detrimental to the traffic circulation in the surrounding area and will enhance the proposed development, they may reduce these parking standards, based on, but not limited to, a traffic/parking study by a traffic engineer (paid for by the applicant but managed by the City), and staff recommendations concerning existing and proposed road conditions and fire safety, subject to the provisions of this ordinance.
- D. Parking lot dimensions. The following regulations set standards for the minimum sizes of parking lot features.

Table 17.100-3

PARKING ANGLE	45°	60°	90°
Stall <u>Width</u>	<u>9'</u>	<u>9'</u>	<u>9"</u>
Stall Depth	18'	19'	19'
<u>Aisle Width</u>	13'	17'6"	25'

Chapter 17.110 **Sign Regulations**

17.110.010 Purpose.

17.110.020 Interpretation.

17.110.030 Scope and application.

17.110.050 Permit required.

17.110.060 Abatement of dangerous signs.

17.110.070 Violation and penalties – Other remedies.

17.110.080 General sign provisions.

17.110.090 Nonconforming signs.

17.110.100 Prohibited signs.

17.110.110 Signs permitted by zone.

17.110.010 Purpose.

This chapter seeks to promote the public safety, general welfare, aesthetics, and business community of West Point City by regulating the use, [placement, size, height](#), and construction of signs.

17.110.020 Interpretation.

The sign requirements contained herein are declared to be the maximum allowable, and sign types not specifically allowed as set forth within this chapter are prohibited. Where other ordinances are in conflict with the provisions of this chapter, the most restrictive ordinance shall apply.

17.110.030 Scope and application.

[All signs shall be considered permitted uses except those considered under Section 17.110.110 and processed through the Community Development Department for compliance with this ordinance and through the Building Department for structural and electrical standards. All conditional uses shall be processed under Chapter 17.40 of this Title.](#) Except as provided in this title, a sign shall not be erected, raised, moved, placed, reconstructed, extended, enlarged or altered unless in conformity with the regulations herein specified. A nonconforming sign shall not be reconstructed, raised, moved, placed, extended or enlarged unless said sign is changed so as to conform to all provisions of this title.

17.110.050 Permit required.

- A. Permits. Except as provided in this chapter, it shall be unlawful to display, erect, relocate, or alter any sign without first filing with the community development department an application in writing and obtaining a sign permit. A separate permit shall be required for a sign or signs for each business entity, and a separate permit shall be required for each group of signs on a single supporting structure. In addition, [based on the type of sign, structural and](#) electrical permits are required for [signs through the Building Department](#). When a sign permit has been issued by the [Community Development Director or designee](#), it shall be unlawful to [move](#), change, modify, alter, or otherwise deviate from the terms or conditions of said permit without prior approval [Community Development Director or designee](#).
- B. Application for permit. The application for a sign permit shall be made by the owner or tenant of the property on which the sign is to be located, or his authorized agent, or a licensed sign contractor. The application is available [on a form provided in the Community Development Department](#).
- C. Fees for sign permit. Sign permit fees shall be as established from time to time by resolution of the City Council.
- D. Completion date. If the work authorized under a sign permit has not been completed within 180 days after the permit was issued, said permit shall expire and become null and void, and there shall be no refund of any fee required by this Chapter.

- E. Permission of property owner. No person shall erect, construct or maintain any sign upon any property or building without the written consent of the owner or person entitled to possession of the property or building, if any, or their authorized representatives.
- F. Illegal signs. No person shall erect or maintain or permit to be erected or maintained on any premises owned or controlled by him any sign which does not comply with the provisions of this title.
- G. Sign permit not required. The following do not require a sign permit:
1. The changing of the text or copy of permitted signs.
 2. The electrical, painting, or cleaning maintenance or repair of a permitted sign in accordance with the permit.
 3. Interior signs.
 4. Real estate signs no larger than six square feet.
 5. Political signs no larger than 32 square feet. All political signs shall be on private property and not closer than 10 feet to a driveway.
 6. Window signs.
 7. Memorial signs or tablets, names of buildings, and dates of building erection when cut into the surface of the facade of the building.
 8. Official notices posted by public officers or public employees in the performance of their duties.
 9. Public necessity signs, danger signs, railroad crossing signs, and signs of public service companies indicating danger and aids to service or safety.
 10. The flags, emblems, or insignias of any nation or political subdivision.
 11. Religious symbols, commemorative plaques of recognized historical agencies; provided, that no such symbol, plaque, or identification emblem shall exceed 10 square feet in area.
 12. House numbers and name plates not exceeding two square feet in area for each residential building.
 13. Trespassing signs in all zones.
 14. Subdivision development signs as set forth in this title.
 15. These exceptions are not to be construed as relieving the owner of the sign from the responsibility of its erection and maintenance and its compliance with the provisions of this chapter or any other law or ordinance regulating the same.
- H. Appeal. Should a sign application be denied that decision may be appealed to the Appeal Authority Chapter 17.00 of this Title.

17.110.060 Abatement of dangerous signs.

If an unsafe or dangerous sign is not repaired or made safe within 10 working days after written notice is delivered to or sent by certified mail to the person having charge or control or benefit of such sign, the City may at once abate and remove said sign and the person having charge, control or benefit of any such sign shall pay to West Point City the costs incurred in such removal within 30 calendar days after written notice of the cost is delivered to or mailed to such person.

17.110.070 Violation and penalties – other remedies.

The city is hereby authorized to exercise the following additional remedies, jointly or severally:

- A. The City Code Enforcement officer may prepare and serve notice of a violation of this chapter, requiring compliance within 14 days of the date of the notice. The notice shall describe the sign, specify the violation(s), and inform the recipient that if the violation(s) is/are not remedied, the sign may be removed at the responsible party's cost. The notice shall also inform the recipient that if the recipient disagrees with the Code Enforcement Officer regarding the violation, the recipient may appeal the code enforcement officer's determination to the Community Development Director. Said appeal must be in writing and received by the director within the 14-day period. Notice of violations are deemed to have been given when notice is mailed or given to the property owner of record or the occupant of the property upon which the sign is located.

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Notice to the property owner shall be mailed to the owner of the property on which the sign is located, as shown on the last assessment roll. If known, the notice may also be mailed and delivered to the owner of the sign.

- B. A sign in violation of this chapter may be removed by the City:
 - 1. Pursuant to a court order issued in conjunction with an enforcement action, either civil or criminal;
 - 2. At the conclusion of the 14-day period set forth in subsection (A) of this section, provided no appeal has been filed;
 - 3. Immediately in situations where the sign is in such a condition or location so as to constitute an imminent threat to the health, safety, welfare, or property of citizenry; and/or
 - 4. Immediately where the sign is located upon public property and is not permitted to be so located.
- C. The City may initiate civil action in the district court seeking compliance and other available remedies.
 - 1. The City is hereby authorized to recover its expenditures for the enforcement of this chapter, pursuant to any available method, including, but not limited to, restitution pursuant to a criminal prosecution, civil penalties, statutory nuisance abatement processes, etc. Any challenges to these costs shall be made pursuant to the applicable process.
 - 2. Within two business days after a sign comes into the possession of the City, the enforcement officer shall use reasonable means to provide notice to the owner of the sign or agent thereof. Said notice will state that the sign must be retrieved from the city within five business days of the date of the notice.
 - 3. If the sign is not retrieved within that time period, the sign becomes the property of the City and may be disposed of at the City's discretion. Any costs for removal and storage may be recovered from said owner or agent.
 - 4. If the sign is retrieved within that time period, the person retrieving said sign shall demonstrate ownership and shall pay costs of removal and storage before receiving the sign.

17.110.080 General sign provisions.

- A. Signs to conform with other codes and regulations. All signs shall conform with the provisions of the International Electrical Code, and other codes duly adopted by West Point City. If any provision of this chapter conflicts with any provision of other codes, then the more restrictive provision shall apply.
- B. Traffic hazard. Signs shall not be erected at the intersection of any streets or driveways in such manner as to obstruct free and clear vision; or at any location where by reason of the position, shape or color, it may interfere with, obstruct the view of or be confused with any authorized traffic sign, signal device, or make use of the words "Stop," "Drive-in," "Danger," or any other words, phrases, symbols or characters in such manner as to interfere with, mislead or confuse vehicle operators.
- C. Clearances. Clearances over utility easements shall be a minimum of 14 feet. The placement of all signs shall adhere to the clear view at intersection standards found in Chapter 17.60 of this Title.
- D. Setbacks. Except for projecting signs, the setback for all signs shall be at least five feet from the property line as measured from the leading edge of the sign.
- E. Signs on and over public property. No sign shall be located on publicly owned land or inside a street right-of-way except signs required and erected by permission of an authorized public agency. Prohibited signs shall include, but not be limited to, handbills, posters, advertisements or

notices that are fastened, placed, posted, painted or attached in any way upon any curbstone, lamppost, telephone pole, telegraph pole, electric light or power pole, hydrant, bridge, tree, rock, sidewalk, or street.

- F. Lighted signs. A lighted sign shall not be installed which permits the light to penetrate beyond the property in such a manner as to annoy or interfere with the use of adjacent properties. All lighted signs shall be downward directed and/or shielded to assure dark sky compliance.
- G. Planning commission/conditional use permits. When a parcel of land is five acres or larger, the Planning Commission may consider an on-premises sign proposal for a development that is less restrictive than regulations set forth herein. Such sign plans shall be considered a major conditional use as regulated by Chapter 17.40 of this Title. Exceptions to size and height may be considered where additional setbacks can be achieved.
- H. Maintenance of signs. All signs and advertising structures shall be maintained in a safe, presentable, and good condition including the replacement of defective parts, repainting, cleaning, rust removal, and other acts required for the maintenance of said sign to prevent deterioration.
- I. Abandonment of signs. Single purpose/individual signs relating to a product no longer available for purchase, or to a business which has moved, shall be removed within 60 days of such unavailability, closure or relocation. Multi-tenant signs may remain anticipating a new tenant as determined by the Community Development Director or his designee.

17.110.090 Nonconforming signs.

- A. A nonconforming sign shall not be reconstructed, raised, moved, placed, extended or enlarged unless said sign is changed so as to conform to all provisions of this title.
- B. On-premises nonconforming signs which are destroyed by natural causes, i.e., earthquakes, floods, winds, etc., exceeding 60 percent of the sign's true value must be brought into conformance. Nonconforming signs shall be allowed to have routine maintenance including the repair or replacement of the sign face by an existing or new business but shall not be allowed to increase the height, size or change the location thereof.
- C. Expansion of non-conforming signs is permitted if the sign can be brought into an increased level of compliance by such expansion as determined by the Community Development Director.
- D. If a business applies for an increase of square footage other than for temporary signs, all signs on the site shall be brought into conformance with the provisions of this Chapter.

17.110.100 Prohibited signs.

Signs not specifically allowed by this chapter are prohibited. The following signs are specifically prohibited:

- A. Parking of advertising vehicles prohibited. No person shall park any vehicle or trailer on a public right-of-way or public property or on private property so as to be visible from a public right-of-way which has attached thereto or located thereon any sign or advertising device for the basic purpose of providing advertisement of products or directing people to a business or activity located on the same or nearby property. This section is not intended to apply to standard advertising or identification practices where such signs or advertising devices are painted on or permanently attached to a business or commercial vehicle which is operable, properly licensed and legitimately utilized in said operation.
- B. Intensely lighted signs. No sign shall be permitted which because of its intensity of light constitutes a nuisance or hazard to vehicular traffic, pedestrians or adjacent properties.

- C. Sound. No advertising sign or device shall be permitted which emits audible sound.
- D. Billboards. Billboards are not allowed within the corporate limits of West Point City.

17.110.110 Signs permitted by zone.

- A. Neighborhood identification signs. In any zone, a sign, masonry wall, landscaping and other similar materials or features may be combined to form a display for neighborhood or tract identification. If said sign is to be a freestanding structure, it must be a low profile sign and must comply with the provisions set forth in Section 17.110.080 of this Chapter. Any sign or display must be located so it is not in the clear view area.
- B. Subdivision development signs. In any zone, the Community Development Director or designee may allow a temporary sign in connection with the marketing of lots or structures in a subdivision, subject to the following conditions:
 - 1. One subdivision development sign per frontage, not to exceed 32 square feet in area within residential, commercial and industrial zones. In commercial and industrial zones, if the property is being marketed by more than one entity, the sign may increase in square footage by 32 square feet for each additional entity to a maximum of 96 square feet. The sign must be approved by the Community Development Director or authorized agent with a one-year limitation per approval. Renewals may be granted on a yearly basis, but not to exceed two years.
 - 2. Any subdivision development sign shall comply with all clear view requirements and be set back from all property lines a minimum of two feet. Subdivision development signs shall be located only on property which the sign is advertising.
- C. Construction signs. In any commercial or industrial zone, one unlighted sign per development not to exceed 96 square feet in area may be placed on the lot or attached to the outside of a building during its construction period. Construction signs shall be set back a minimum of two feet from property lines and out of all clear view areas. Said sign shall identify only the project, its developer, architects, engineers, designers, contractors or other persons or groups participating in the project.
- D. Residential real estate signs. Within any residential or agricultural zone, residential real estate signs are allowed. Real estate signs are not to exceed eight square feet in area and six feet in height. Said signs must be located entirely on the property to which they pertain and not in a public right-of-way.
- E. Commercial real estate signs. In any commercial zoning district, commercial real estate signs are allowed. Commercial real estate signs are not to exceed 32 square feet in area and 10 feet in overall height. Said signs must be located out of clear view areas, public rights-of-way and entirely on the property to which they pertain.
- F. Campaign signs. Campaign signs shall meet the following requirements:
 - 1. Posting on Public Right-of-Way. It shall not be lawful for any person to post a campaign sign in the area between the sidewalk and curb and gutter of any public street. No campaign sign may be attached to any utility pole within a public right-of-way. No campaign sign may overhang the travel way or sidewalk in a public right-of-way.
 - 2. *Repealed by Ord. 01-18-2011.*
 - 3. Limitation of Size of Campaign Signs. In any residential zone, said campaign sign shall not exceed 24 square feet in aggregate on or in front of any parcel and, in any agricultural zone, said campaign sign and combination of signs shall not exceed 64 square feet in aggregate on or in front of any parcel with a minimum 150-foot frontage and two acres. If detached, said signs shall not exceed six feet in height in residential zones and 12 feet in height in agricultural zones. Said sign shall not be erected in such a

manner as to constitute a roof sign. In commercial and industrial zones, campaign signs shall not exceed 150 square feet in aggregate on or in front of any parcel and 12 feet in height.

4. **Removal of Illegal Campaign Signs.** The director of community development or authorized agents are authorized to remove any campaign sign found posted within the corporate limits of the city when such sign is in violation of the provisions of this section. For the purpose of removing campaign signs, the director of community development or authorized agents are empowered to take all steps necessary to remove the unauthorized sign including but not limited to enlisting the aid or assistance of any other department of the city and to secure legal process to the end that all such signs shall be expeditiously removed from any property where posted.
 5. Upon discovery, the director of community development or authorized agents shall immediately notify by telephone the candidate, committee or person responsible for the posting of any sign in violation of this section, indicating the location of the sign and that the sign must be removed within five working days. If the address or phone number of the person responsible for the violating sign is not known, the sign shall be removed under the provisions as set forth in subsection (F)(4) of this section.
 6. If, after the five-day notice has been given under subsection (F)(5) of this section, any campaign sign has not been removed, the community development director or authorized agents shall remove said campaign sign and keep a record of the location from which the sign was removed. He/she shall store the sign in a safe location for at least 30 days. The community development director or authorized agents shall return any campaign sign upon the payment of the fee provided in subsection (F)(7) of this section.
 7. The city shall be entitled to receive the sum of \$10.00 for every campaign sign removed by the community development director or authorized agents to cover the expense of removal, notice and storage.
 8. In a campaign for elective office, the candidate for such office shall be deemed the person responsible for the posting of campaign signs, unless the candidate first notifies the city recorder and the director of community development of another person who is responsible. In such case, the candidate shall provide the name, address, telephone number, and signed consent of such other responsible person. In a campaign regarding a ballot measure, the president of the committee supporting or opposing such ballot measure shall be deemed responsible, unless said person first notifies the city recorder and director of community development of some other person responsible, in the manner described above. The candidate, or in the case of a ballot measure, the committee president or other responsible person if so designated, shall be liable to pay any fees or costs for the removal and storage of illegal signs as set out herein. Further, such candidate, committee president, or other designated person shall be subject to prosecution for any violation of this chapter.
 9. **Illegal Signs – Public Nuisance.** Campaign signs in violation of this section are hereby declared to be public nuisances, and may be abated as such by the city. The collection of removal fees shall not preclude the city from prosecuting any person for violating this chapter.
- G. **Trespassing signs.** In any commercial or manufacturing zone, any number of signs not exceeding six square feet each and placed a minimum of 50 feet apart may be attached to a structure, fence, or may be freestanding. In no case shall a trespassing sign be placed at a height greater than eight feet above the finished grade immediately below the sign. No permit shall be required for this type of sign. In residential zones, any number of trespassing signs not exceeding three square feet each and placed a minimum of 50 feet apart may be attached to a structure, fence, or may be freestanding. In no case shall a trespassing sign be placed at a height greater than six feet above the finished grade immediately below the sign. No permit shall be required for these types of signs.
- H. **Home occupation signs.** Within any zone, home occupation signs are allowed. Home occupation signs are not to exceed four square feet in area and must be attached to the home.

- I. Civic, institutional, or philanthropic signs. Within any agricultural or residential zoning district, civic, institutional or philanthropic signs are a administrative conditional use. They are an allowed use in all other zones. The review by the Community Development Director or designee shall be based on compliance with the following standards:
1. When detached, said signs are not to exceed 16 feet in height and 60 square feet in sign area and have a minimum of a 10-foot setback from any public right-of-way.
 2. Said signs shall be located on the property to which they pertain and upon which civic, institutional, or philanthropic use is ongoing.
 3. Civic, institutional or philanthropic signs may be illuminated but the source of illumination shall not be visible; no flashing or intermittent illumination shall be employed.
 4. Attached sign area shall be determined by one square foot of sign area for every one lineal foot of building frontage at the main entrance not to exceed 250 square feet.
 5. Said signs may only be placed on a parcel of property that is a minimum of one acre and has a minimum lot frontage of 100 feet.
- J. Low profile signs. Low profile signs are required in all commercial and industrial zones and shall be allowed in conformance with the following provisions:
1. Low profile on-premises or identification signs will be allowed in all commercial, professional and manufacturing zones; provided, that these signs:
 - a. Must have a minimum front setback of five feet.
 - b. Must have a minimum setback from any driveway or traffic access as required in Section 17.110.080 of this Chapter.
 - c. Must be incorporated into a landscape design scheme or planter box with a minimum of a two to one ratio of landscaping to sign area. Shall be limited to a maximum of six feet in height. Sign height is to be measured from the average grade of the area around the base of the sign.
 - d. Must be separated from any other detached sign by a minimum of 150 feet unless all of the following criteria apply: a business or businesses do not have direct exposure on an arterial street, the minimum separation is 75 feet, the business or businesses shall have no other sign exposure on an arterial street, and all other provisions of this section are complied with.
 2. Square footage shall be counted towards the maximum area allowed on the parcel as specified in subsection (K)(1)(iii) of this Section.
 3. There shall be no changeable copy.
- K. Detached signs – area and location – commercial and industrial zones. Within the N-C, C-C, R-C, and industrial zones, signs are permitted as follows:
1. Detached signs – area requirements.
 - a. One detached on-site sign for each developed parcel not exceeding one square foot of sign area for each lineal foot of street frontage within the first 10 feet of setback not to exceed 200 square feet of total sign area.
 - b. Where a developed parcel has an excess of 300 lineal feet of street frontage on an arterial street and contains at least five acres, one additional freestanding sign may be allowed.
 - c. Maximum Detached Sign Area. There shall not be more than 200 square feet of detached sign area per parcel.
 - d. Where a developed parcel is permitted to have more than one detached on-site sign under these regulations, the distance between said detached signs on the parcel shall be not less than 200 lineal feet.
 - e. Where a parcel does not have frontage on a public street, one detached sign may be allowed on site as approved by the Community Development Director, or one detached sign may be located on an adjacent parcel with frontage on a street, upon approval by the Community Development Director after receiving proof of acceptability by the adjacent parcel owner. The allowable square footage of the sign shall be determined by the width of the parcel at the front setback line

of the building applying for the sign. One square foot of sign area is allowed for each lineal foot of parcel width up to a maximum of 200 square feet for a single business and up to 400 square feet in aggregate for more than one business.

2. The maximum height limit for detached signs shall be as follows:
 - a. In the N-C zone: 20 feet above average grade of the front property line.
 - b. In the C-C and R-C zones: 30 feet above average grade of front property line.
3. A detached sign may consist of more than one sign panel, provided all such sign panels are attached to one common integrated sign structure and any additional panels must meet minimum clearance as designated in subsection (K)(6) of this section. The total area of all such panels shall not exceed the maximum allowable sign area specified for a detached sign on said parcel. Where a sign message consists of separated or individual letters, modules, or symbols, each portion of said sign message shall not be considered as one sign panel. In such cases, a single continuous perimeter completely surrounding the sign message shall be utilized to determine its sign area.
4. On corner lots, a single sign is permitted. The total area for all detached signs shall not exceed 200 square feet. Said maximum allowances, however, are not transferable either in whole or in part from one street frontage to another. When a sign is erected at the street intersection corner of the parcel, or at the intersection of a building front, and is situated at an angle so as to be visible from both streets or both frontages, said sign shall not exceed the maximum area allowed for the longest front footage of building occupancy or street frontage. The area of such sign shall be deducted from the total area and number of signs permissible on said property.
5. No detached sign shall project over a public right-of-way. Detached signs shall have a two-foot setback from all property lines. The two-foot setback is determined from the leading edge of the detached sign. Where a detached sign has a two-foot or more base width from ground level to a height of 10 feet, the base of said sign shall be located a minimum of 10 feet from any front property line and shall not be located in any clear view area.
6. A detached sign shall have a minimum clearance of 10 feet between the ground surface and the bottom of the sign; provided, that the community development director may reduce this clearance if the sign is not illuminated with exposed neon tubing and is located in an area not accessible to pedestrian or vehicular traffic or if an acceptable site feature is constructed to protect said pedestrian and vehicular traffic. The minimum clearance shall not be reduced where a traffic hazard may be created. In no case shall this clearance be reduced to less than six feet.
7. Gas station canopies are considered a sign and shall be allowed in addition to the maximum allowed detached sign space explained above. Gas station canopy signs are permitted as follows:
 - a. Maximum Sign Area. Sign copy, corporate logos, etc., may be a maximum of 15 percent of one face of the canopy;
 - b. No More Than Three Sides. Up to three sides of the canopy may be used for a sign;
 - c. Maximum Height. The height of the top of the canopy may not exceed 20 feet from grade and no canopy fascia may exceed four feet in height;
 - d. Maximum Font Size. Individual letters, logos or symbols may not exceed four feet in height and may not project out from the surface of the canopy more than 18 inches, or project above or below the canopy;
 - e. Gas Prices. Gas prices are not allowed on, attached to, or hanging from the canopy;

- f. The remaining canopy fascia may include corporate insignia, colors, stripes, or other decor so long as it does not include wording, letters, or symbols, and is not illuminated nor project from surface.
- L. Attached signs. Said attached signs shall be allowed as follows:
 - 1. Attached signs are not to exceed a total area of three square feet of sign area for each front foot of building occupancy (see “front footage of building occupancy” definition). Said signs may be placed flat against a building, may be projecting or nonprojecting signs, and may be located on an architectural projection. In the P-O zone, there shall not be more than 50 square feet of sign space in total per tenant.
 - 2. Signs placed flat against a building may extend no more than 18 inches from the wall of such buildings. Said signs may project over a public right-of-way a distance not exceeding said 18-inch depth. The minimum heights shall be 10 feet or more above the sidewalk.
 - 3. Signs on Awnings or Canopies. Awnings or canopies including electric awning signs may be placed on buildings in any commercial or industrial zone. Awnings or canopies shall be mounted a minimum of eight feet above the ground surface. The area of any logo or insignia message shall be calculated and shall comply with the provisions outlined in this section.
 - 4. Signs for Other Than Ground Floor Use. In any commercially zoned property where there are businesses above the ground floor of a building and such businesses are different from the ground floor uses, one additional sign per building placed flat against the building may be erected for all such uses. Said signs shall not exceed one square foot of sign area for each two lineal front feet of building frontage.
 - 5. Attached Signs in Agricultural Zones. Attached signs in agricultural zones shall be a permitted use and shall have the additional following requirements:
 - a. Size shall be determined by one square foot of sign area for every one lineal foot of building frontage at the main entrance not to exceed 200 square feet.
 - b. Said sign shall not be illuminated.
- M. Permanent and temporary window signs. Except in the residential and agricultural zones, for each ground floor occupancy of a building not more than two permanent signs may be painted on or otherwise displayed from the inside surface of any window, showcase or other similar facility. Said signs shall be in addition to those signs permitted under the other provisions of this chapter. The total area of such signs, in combination with temporary window signs, shall not exceed 30 percent of the total window area.
- N. Electronic message sign.
 - 1. Electronic message signs shall be allowed in C-C and R-C zones as permitted signs. Said signs may be attached, detached, or low profile signs. The square footage of these signs shall be counted into the maximum sign area.
 - 2. Electronic message signs may be allowed by conditional use permit in the N-C. Said signs may be detached or attached. The square footage of these signs shall be counted into the maximum sign area.
 - 3. Electronic message signs shall not be allowed in the P-O zone.
 - 4. Electronic message signs shall be allowed by conditional use permit in the central business district.

- a. The sign must be architecturally similar and integrated with the remainder of the project and built using similar materials and style.
 - b. The electronic message sign must be subordinate in size and design to the remainder of the sign. It must be less than 50 percent of the overall sign.
 - c. The electronic message portion of the sign must not exceed 25 square feet.
 - d. The electronic message portion of the sign must not operate after 10:00 p.m. and never before 6:00 a.m.
5. Said signs shall not cause glare or rapid blinking, nor be intensely lighted that may create a nuisance or hazard to vehicular traffic, pedestrians or adjacent properties. These signs shall have a minimum of three-second intervals between screen changes. Any time an electronic message sign is operating between sunset and sunrise, said signs shall be set at not more than 40 percent of the maximum capable light output.
- O. Sign clearance and illumination. The following regulations shall apply to sign clearance and sign illumination:
 1. In all other zones, illuminated signs may be of direct or indirect illumination. All exterior sign lighting shall be shielded and downward directed.
 2. No permit for any sign shall be issued and no sign shall be constructed or maintained which has less horizontal or vertical clearance from communications lines and energized electrical power lines than that prescribed by the laws of the state of Utah or rules and regulations duly promulgated by agencies thereof.
- P. Moving signs. No sign or any portion thereof shall be permitted which rotates more than eight complete revolutions every 60 seconds.
- Q. Temporary directional signs. In any zone, a sign giving direction to a specific location for any public or private event may be placed under the following conditions:
 1. No more than two of said signs may be placed on a parcel of property.
 2. No such signs shall be placed on public property of any kind.
 3. Said signs must have a setback of one foot from any sidewalk or street right-of-way line, whichever is greater.
 4. Permission must be granted by the landowner as indicated in WPCC 17.90.050.
 5. Said signs may be displayed five days before and after the event, not to exceed 45 days.
 6. Said signs shall not exceed three feet in height or, when placed into a clear view area, two feet in height.
 7. Said signs shall not exceed six square feet in sign area measured on one sign face individually, or 18 square feet collectively.
- R. Temporary signs. A business may advertise with temporary signs a special service or product. A permit shall be obtained from the Community Development Department and is valid for a time period specified below. All wind or forced air signs are considered to be temporary and are subject to all regulations.
- S. Temporary noncommercial signs in residential and agricultural zones. Residents within residential and agricultural areas may have noncommercial signs aside from home occupation signs for special or holiday events. Banners shall not exceed 24 square feet. Other such temporary noncommercial signs shall include tree lights, holiday displays, decorative lighting, and community and ecclesiastical messages without limitation in size. Said signs shall not be displayed for more than 90 days per any 12-month period.
- T. Flags/banners requiring approval. In addition to the above-mentioned requirements, businesses that are considered to have permanent outdoor retail space may, with a special one-time permit issued by the Community Development Director or designee, use flags or banners on any number of parking area light poles or on a single pole in conjunction with governmental flags. The Community Development Director shall use the following criteria for approval/revocation of additional flags and/or banners:

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1. The applicant shall present to the Community Development Director drawings, representations or other types of visual aids to ensure that what is approved will comply.
2. The applicant shall provide sizes and numbers of all flags or banners.
3. The proposal must be of a similar look with neighboring development in terms of size, color and volume.
4. The Community Development Director has the right to revoke this permit if the applicant has misrepresented any aspect of the proposal or the flags/banners become tattered, discolored or the applicant has violated any provisions of this code.

Chapter 17.120 **Lighting**

17.120.010 Purpose and intent.

17.120.020 Applicability.

17.120.030 Conformance with applicable regulations.

17.120.040 General requirements.

17.120.050 Side yard requirements.

17.120.060 Prohibitions.

17.120.070 Permanent exemptions.

17.120.080 Procedures for compliance.

17.120.090 Temporary exceptions.

17.120.010 Purpose and intent.

In order to preserve the rural character and dark skies, of West Point City, this chapter is intended to regulate the permitted use of outdoor artificial illuminating devices emitting undesirable rays into the night sky, glare to oncoming traffic, intrusion of light onto adjacent properties, and light pollution in general, which may have a detrimental effect on the welfare and safety of the populace, as well as the ambiance and rural character of the City.

17.120.020 Applicability.

This chapter applies to commercial, industrial, multifamily, municipal, public and quasi-public outdoor lighting fixtures other than 160 watts or less incandescent.

17.120.030 Conformance with applicable regulations.

All outdoor artificial illuminating devices, unless exempted, shall be installed in conformance with the provisions of this Chapter, the zoning regulations and any building codes which may hereafter be enacted, as applicable. Where any provisions of any of the Utah State Code or any federal law, or any zoning ordinance, conflict with the requirements of this Chapter, the most restrictive shall be applied.

17.120.040 General requirements.

All lighting fixtures shall be directed downward with mechanisms to prevent dark sky illumination, pursuant to the guidelines of the International Dark-Sky Association.

- A. Shielding. All exterior illumination devices, except those that are exempt from this chapter shall be fully shielded and downward directed.
 - 1. "Fully shielded" shall mean that those fixtures shall be shielded in such a manner that light rays emitted by the fixture, either directly from the lamp or indirectly from the fixture, are projected below a horizontal plane running through the lowest point on the fixture where light is emitted.

17.120.050 Side yard requirements.

Lighting within side yards shall not exceed two foot candles of illumination at the property line, and shall not exceed one-half foot candle within 10 feet over the adjacent property line.

17.120.060 Prohibitions.

- A. Searchlights. The operation of searchlights for advertising purposes is prohibited.
- B. Recreation facility. No existing outdoor recreational facility, public or private, shall be illuminated by nonconforming means after 11:00 p.m., except to conclude a specific recreational or sporting event or any other activity conducted by a ballpark, outdoor amphitheater, arena or similar facility in progress prior to 11:00 p.m. New public and private recreational facilities shall conform to the provisions of this ordinance and shall conform to the hours of operation standard defined above. Private "sport court" type lighting in residential areas shall also conform to these standards.

- C. Outdoor building or landscaped illumination. The unshielded outdoor illumination of any building, landscaping, signage or other purpose is prohibited. Low level, seasonal or holiday, string type lighting is exempt from this requirement.
- D. Pole height. Except for public recreation facilities, pole heights for lighting in parking lots and other outdoor areas shall not exceed 25'. Poles intended to illuminate parking lots shall not be located closer than 10' to any property line.

17.120.070 Permanent exemptions.

- A. Fossil fuel light. Produces directly or indirectly by the combustion of natural gas or other utility-type fossil fuels.
- B. Federal and state facilities. Those facilities and lands owned, operated and protected by the U.S. Government or the state of Utah are exempt by law from all requirements of this chapter.

17.120.080 Procedures for compliance.

- A. Applications.
 - 1. Any applicant for a land use permit and/or building permit, intending to install outdoor lighting fixtures, shall, as part of said application, submit evidence, such as a parking lot lighting plan, that the proposed work will comply with this chapter.
 - 2. All other individuals intending to install outdoor lighting fixtures shall submit an application to the Community Development Director or designee providing evidence that the proposed work will comply with this Chapter and Title.
 - 3. Utility companies entering into a duly approved contract with the city in which they agree to comply with the provisions of these regulations shall be exempt from applying for and obtaining a permit for the installation of outdoor light fixtures, including residential security lighting.
- B. Contents of application or submittal. A full application is available on-line and at the Community Development Department. The application shall contain the following:
 - 1. Plans indicating the location on the premises, and the type of illuminating devices, fixtures, lamps, supports, or other devices, etc.
 - 2. Description of the illuminating devices, fixtures, lamps, supports and other devices, etc., may include, but is not limited to, manufacturer's catalog cuts, and drawings (including sections where applicable).
- C. Issuance of permit. Upon compliance with the requirements of this chapter, the Community Development Director or designee shall issue a permit for installation of the outdoor lighting fixtures, to be installed as in the approved application. In the event the application is part of the land use permit and/or building permit or site plan review, the issuance of the land use permit and/or building permit will be made if the applicant is in compliance with this chapter as well as the other requirements for issuance under this title.
- D. Amendment to permit. Should the applicant desire to substitute outdoor light fixtures or lamps, or cause any change in the approved design, after a permit has been issued, the applicant shall submit all changes to the Community Development Director or designee for approval, with adequate information to assure compliance with this chapter.

17.120.90 Temporary exceptions.

- A. Request for temporary exception. Any individual may submit a written request to the West Point City Community Development Director or designee for a temporary exemption to the requirements of this chapter, such exemption to be valid for up to three months. Exemption approvals shall be granted based on a demonstrated reasonable need/justification such as during construction, and/or a major local celebration. A written request for temporary exception shall contain the following information:
 - 1. Specific exemptions requested.

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2. Type and use of exterior light involved.
3. Duration of time and hours of operation for the requested exemption.
4. Type of lamp and calculated lumens.
5. Total wattage of lamp or lamps.
6. Proposed location of exterior light.
7. Previous temporary exceptions, if any.
8. Physical size of exterior light and type of shielding provided.

Chapter 17.130 **Subdivisions**

17.130.010 Purpose and intent.

17.130.020 Scope.

17.130.030 Concept plan required.

17.130.040 Preliminary plat process.

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17.130.060 Final plan and profile requirements.

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17.130.090 Subdivision design standards.

17.130.100 Subdivision improvements required.

17.130.110 Guarantee of improvements.

17.130.120 Flag lots.

17.130.010 Purpose and intent.

The purpose and intent of this title is to promote the principles of the General Plan and the health, safety, convenience and general welfare of the inhabitants of West Point City in the matter of subdivision of land and related matters affected by such subdivision.

17.85.020 Scope.

- A. No person shall subdivide any tract of land which is wholly or in part in the city except in compliance with this title.
- B. No person shall sell or exchange or offer to sell or exchange any parcel of land which is a part of a subdivision of a larger tract of land, nor offer for recording in the office of the county recorder any deed conveying such a parcel of land, or any interest therein, unless such subdivision has been created pursuant to and in accordance with the provisions of this title.
- C. All lots, plots, or tracts of land located within a subdivision shall be subject to this title regardless of whether or not the tract is owned by the subdivider or a subsequent purchaser, transferor, or holder of the land.

17.130.030 Concept plan required.

A concept plan and attendance at a Technical Coordinating Committee (TCC) meeting is required of all subdividers. Concept plan review provides the subdivider with an opportunity to consult with and receive assistance from the city, and various utility companies/districts, and agencies regarding the regulations and design requirements applicable to the proposed subdivision of property. The applicant or applicant's duly authorized agent shall submit a complete application, to the Community Development Department for subdivision concept plan review in accordance with the provisions of this chapter.

- A. The concept plan application is available from the Community Development Department, on-line and in paper form and may include a fee for processing.
- B. The Community Development Department, upon receipt of the complete submission, shall coordinate with the applicant to distribute copies of the plan to such government departments and other agencies or advisors as needed and described on the application form.
- C. The Community Development Department shall arrange a TCC meeting where input will be provided to guide the concept plan.
 1. At the time and place arranged, the TCC shall review the submitted concept plan for compliance with the City's General Plan, zoning ordinance, this title, and other appropriate regulations. The TCC shall recommend any needed changes and provide guidance on issues that the development may encounter, if any. The Community Development Department staff shall provide notes from the meeting, and specifying any inadequacy in the information submitted, noncompliance with city regulations, or questionable or undesirable design and/or engineering.

2. The Community Development Department may require additional information, data or studies to be provided prior to submittal of a preliminary plat by the subdivider for the overall development.
 3. Completion if the concept plan process shall not constitute an approval or disapproval of the proposed subdivision but is intended to give the subdivider general guidance as to the requirements and constraints for subdivider's proposed subdivision within the city.
- D. Once a concept plan review process has been completed the subdivider may apply for preliminary plat approval consistent with the concept plan and any suggested revisions. If preliminary plat approval for any portion of a reviewed concept plan has not been obtained within 12 months of the date on which the concept plan was reviewed by the TCC, a resubmittal of the concept plan may be required by the Community Development Department staff prior to the filing of an application for preliminary plat approval.

17.130.040 Preliminary plat process.

- A. An application for a preliminary plat is available from the Community Development Department, on-line and in paper form. The subdivider, after having a concept plan reviewed, shall meet with the planning and public works directors or their designees to verify subdivision requirements and explain development approval process and potential infrastructure needs.
- B. When the application is complete, subdivider presents the preliminary plat to the Planning Commission. Prior to the presentation, A site visit by the Planning Commission may occur and staff shall provide a report available to the public and the subdivider at least three days prior to the Planning Commission meeting.
- C. The subdivider shall pay the preliminary plat fee at the city office with submittal of the application form.
- D. The subdivider submits the following to the Community Development Director
 1. One electronic copy in a format acceptable to the Community Development Director, four copies of the preliminary plat prepared by a registered engineer or surveyor and supporting documents as specified on the application form.
 2. A copy of the preliminary plat fee receipt.
 3. A copy of the preliminary title report.
 4. Copies of ability to serve letters and/or applicable standards for incorporation in the preliminary plat from all utilities/districts/agencies.
- E. If a state highway is involved, the subdivider provides written evidence to the Community Development Director of pre-approval of access, curbs, gutters, and sidewalks by the Utah Department of Transportation.
- F. If the subdivision falls within the boundaries of the Hooper Water Improvement District, a letter must be submitted to the city indicating from Hooper Water of availability of culinary water and ability to meet fire flow requirements.
- G. A preliminary plat shall be prepared in conformance with the standards, rules and regulations contained herein.
- H. When the application and plans are deemed complete by the Community Development Director, it shall be placed on the Planning Commission agenda.
- I. The Planning Commission shall meet, review, and approve, or suggest modifications based on written ordinance standards, or deny the application if it cannot meet the City standards. If The preliminary plat is approved, the Community Development Director shall provide written approval with any conditions that are attached and return one approved copy of the preliminary plat to the

subdivider. If the preliminary plat is denied the Community Development Director shall provide a written letter indicating the findings for denial.

17.130.050 Final plat approval process.

- A. Approval of the preliminary plat by the Planning Commission shall be authorization for the subdivider to proceed with the preparation of the final plat and construction drawings.
- B. The subdivider shall comply with any further conditions determined by the Planning Commission. All corrections must be approved and finalized by Community Development Director or designee.
- C. Approval of the preliminary plat by the Planning Commission shall be valid for a maximum period of 24 months after approval. If the final plat has not been submitted within 24 months, then the preliminary plat must again be submitted to the Planning Commission for reapproval.
- D. No large-scale excavation, grading or re-grading as determined by the City Engineer shall take place on any land for which a preliminary subdivision plat has been submitted until the final plat has been given final approval.
- E. The subdivider shall pay the final plat fee at the city office with submittal of the application form and required drawings.
- F. The subdivider submits one electronic copy in a format acceptable to the Community Development Department four copies of the tentative final plat to the Community Development Department. The tentative final plat is checked for compliance and one copy is returned to the subdivider.
 - 1. Copy of final plat fee receipt.
 - 2. A letter of certification by the subdivider's engineer, indicating that all lots meet the requirements of the zoning ordinance.
 - 3. A cost estimate for public improvements.
 - 4. When necessary, copies of any agreements with adjacent property owners relevant to the proposed subdivision shall be presented to the Planning Commission as part of the preliminary plat process.
- G. The subdivider submits copies of the final plat to jurisdictions listed on the West Point jurisdictional submission checklist. This list includes, as of September 2020, secondary irrigation provider, culinary water provider, UDOT, U.S. Post Office, North Davis Sewer District, and fire service provider. Jurisdictional/service provider reviews plat and returns approvals, suggested modifications, or unresolved issues of non-compliance to subdivider within 15 days of receipt of final plat.
- H. The subdivider shall submit to the city signed jurisdiction approvals using the West Point jurisdictional acknowledgment forms.
- I. The City Engineer will review and approve the final plat with storm drainage, streets, and utilities, and will provide addresses for lots. The City Engineer will provide addresses for the lots on the final plat. The city engineer shall notify the Community Development Director when and if the plat conforms to this Title and applicable ordinances.
- J. The subdivider's engineer submits cost estimates for review by the City Engineer and the subdivider submits a title report, submitting both to the Community Development Director.
- K. The City Engineer will review the cost estimate for public improvements and shall notify the Community Development Director and the subdivider if the estimate is acceptable.
- L. The Community Development Director or designee shall manage the final plat approval process and when all aspects of the final plat have been satisfied, shall schedule the final plat for a public

meeting with the City Council. After approval by the City Council, the Community Development Director shall provide an approval letter. If approved, the Community Development Director requires an electronic copy of the final drawings and a Mylar copy to be signed and stamped by a registered professional land surveyor. The Mylar shall be signed by the City Engineer.

- M. Approval of the final plat by the Community Development Director shall be valid for a maximum period of 12 months after approval unless, upon application of the subdivider, the Community Development Director grants an extension with conditions for up to 24 months. Any final plat, not so approved and signed, or which shall not be offered for recording within one year after the date of final approval, shall not be recorded or received for recording and shall have no validity.
- N. After the final plat is approved, the subdivider, contractors and other representatives shall meet with Community Development Department in a preconstruction conference. The subdivider may then, at his own expense, install all improvements prior to recording the final plat or guarantee the installation of such improvements provided in Section P below according to the specifications and under the inspection of the city, provided all inspection fees are paid.
- O. If guarantees of the installation of public improvements are needed or required, the subdivider submits the following to the Community Development Director for review by the City Attorney:
 - 1. Guarantee of improvements.
 - 2. Escrow.
 - 3. Warranty bond.
 - 4. Other agreements as required.
- P. The City Attorney will review the documents submitted to ensure compliance and sign the plat when approved.
- Q. The subdivider must then pay the recording fees (including any outstanding fees) at City Hall.
- R. When the requirements above are met, the final plat shall be signed by the mayor and city recorder.
- S. The City Recorder will then have the final plat recorded, subject to the developer paying associated fees, at the office of the Davis County recorder.

17.130.060 Final plan and profile requirements.

Plan and profile drawings must be prepared by a licensed engineer in accordance with the requirements of this title and APWA standards. Copies of the plan and profile drawings (number to be determined by the City) shall be submitted via an electronic copy and one standard 24-inch by 36-inch and 11-inch by 17-inch sized paper/mylar. General information required:

- A. Plan for culinary water improvements. Show proposed water main sizes, valves, fire hydrants, and service connections to all lots within the proposed subdivision and connections to existing water mains.
- B. Plan for secondary water improvements. Show proposed secondary water main sizes, valves, and service connections to all lots within the proposed subdivision and connections to existing secondary water lines.
- C. Plan for sanitary sewer. Show proposed sewer mains and manholes, together with proposed slopes and depths within the proposed subdivision. Also show location of service laterals to each lot within the subdivision.

- D. Land drain. Show method of dealing with land drains and subsurface water drains within the proposed development. If applicable, indicate location of any service connections and service manholes within the subdivision.
 - 1. Land drains will be required according to Chapter 15.16 WPCC.
- E. Storm water. Show location and size of storm water drains, together with any manholes or drop boxes within the subdivision. Show slope and grade of all storm drain lines. Show location and size of all storm water detention basins. Storm water calculations need to accompany drawings for engineer review.
- F. Streets. Typical cross section of road improvements, together with flow line of proposed curb and gutter improvements as compared with existing ground slopes and centerline offsets of all proposed utilities.
- G. Drainage and grading plan. Show existing and proposed contours of the entire site along with proposed elevations of all corners of each lot. The plan must clearly indicate that each lot will drain to the street or to a storm water collection box without discharging water to an adjacent lot or property, unless a drainage easement is provided. If the grading plan will not allow water to properly drain from the rear yard, then a storm drain/land drainpipe and collection box(es) shall be installed to convey the water to an approved storm drain. Surface drainage paths shall have a minimum of two percent slope.
- H. Stationing. Stationing callouts should conform with acceptable engineering practices.
- I. Final Drawings. The subdivider shall furnish a complete set of reproducible final construction drawings.

17.130.070 Existing building lots.

The purpose of this section is to outline the requirements for subdivisions of property for the purpose of developing one existing lot for building or development purposes. This section also applies to the conversion of an existing parcel to a lot for building purposes.

- A. Parcel does not constitute a building lot.
- B. An existing parcel of property does not constitute a building lot, unless it can be proven that the lot was created prior to the establishment of zoning for this area or if the lot meets the current zoning ordinance requirements for size and potential setbacks. However, such older lots, shall be exempt from subdivision processing requirements, but shall provide a site plan that includes the information required in B, below. All lots intended for building or development purposes must meet the requirements of this section, unless exempted under Chapter 17.80 of this Title.
- C. Site plan/ plat required.
- D. A plat is required for all building lots, including single lots and existing parcels. The site plan/plat required information is found on the application form available at the City offices or on-line.
- E. Roadway improvements:
 - 1. The building site shall abut a paved public street of adequate width. The owner shall install curb, gutter, sidewalk, roadbase and asphalt surfacing concurrent with construction of the residence if these improvements exist on either of the adjacent lots or if at least 25 percent of the lots on the same block have improvements. If a block is not defined by intersecting streets the 25 percent rule will apply to all properties within 500 feet each direction from the property lines of the subject lot. In lieu of this requirement, the city may accept an improvement deferral agreement and grant of lien on the property for future construction.

2. If the conditions in subsection (i) of this section do not apply, then the owner shall pay the city an amount sufficient to cover the installation of said improvements.
 3. The improvements shall be installed by the owner upon written notice from the city if a lien has been provided. If payment has been made, the city shall have the improvements installed at its discretion and pay for said installation with the payment and interest accrued thereon. In the event the owner has executed a lien and the owner refuses to construct said improvements, upon receiving written notice from the city, the city shall contract to have said improvements completed and the costs of said improvements shall be placed on the owner's annual property tax bill. If the owner still refuses to pay the annual property tax bill, then the city will proceed with foreclosure on the owner's property to collect any and all expenditures that the city may have made in connection therewith.
 4. The same specification as defined in the West Point City Public Works Standards shall apply to the construction of street improvements. Detailed plans and profile drawings and elevations prepared by a registered professional engineer are required for all improvements. The owner may provide these materials or pay the appropriate fee to the city, in which case the city shall provide these materials. Installation of improvements shall be accomplished before the final inspection is completed. When extenuating circumstances (i.e., adverse weather conditions) delay installation of the improvements, cash equivalent to 110 percent of the cost of the improvements shall be deposited with the city to guarantee installation of the improvements. The installation of the improvements shall occur within the next construction season or the city shall use the cash deposited to construct the required improvements. The owner shall guarantee such improvements for a period of 12 months after acceptance by the city council and final walk-through by the city.
 5. The only exception to this section will be in the instance when a residence is built in a subdivision which was previously approved by the city council without a requirement for full street improvements.
- F. Culinary water. All building sites shall be served by the West Point City culinary water system, if available. The owner shall extend the culinary water system and provide a connection for the building site concurrent with construction of the residence.
- G. Fire protection. No residence shall be built farther than 250 feet from a fire hydrant. Distance from a fire hydrant to a residence is to be measured along the street to the entrance to the property, then to the furthest part of the residence. If an existing fire hydrant is farther than 250 feet from the proposed residence, the owner will be required to install sufficient pipe (minimum of eight-inch diameter) from the nearest main line and a fire hydrant which will be within 250 feet of the proposed residence.
- H. Sanitary sewerage.
1. The owner shall install sanitary sewer facilities and provide a connection for the building site concurrent with the construction of the residence. The building site shall be served by a public sanitary sewer unless the following criteria are met:
 - a. The property is more than 300 feet from a public sanitary sewer.
 - b. Connection to the public sanitary sewer is not feasible as determined by the city engineer.
 2. If the criteria in subsection (1) of this section are met, the building site may be served by an individual wastewater disposal system upon compliance with the following:
 - a. The Utah Department of Health Regulations for Individual Wastewater Disposal Systems including a feasibility review and certification by the Davis County health department.
 - b. All systems shall be installed to accommodate and facilitate connection to public sanitary sewer facilities when they become available (i.e., structure plumbing oriented to connect to sewer mains).
 - c. Execution and recording of an agreement and lien upon the property, in form and substance satisfactory to the city, that the owners will pay their pro rata share of

the costs of public sewer facilities to serve the property, when installed at the discretion of the city, including development fees and street repairs.

- I. Pressure irrigation water.
 - 1. Residential building sites shall be served by pressure irrigation.
 - 2. The owner shall extend the pressure irrigation system and provide a connection for the building site concurrent with construction of the residence.
 - 3. The owner shall comply with all the requirements of the pressure irrigation provider and furnish proof thereof to the city.
- J. Conformance with ordinances. The plat shall meet all requirements of this Code.
- K. Approval process. The normal subdivision approval process may be streamlined as the review process is typically much less intense for a single lot. The Community Development Director shall combine the conceptual, preliminary, and final approvals into one final plat staff approval. Final approval is granted by the Community Development Director. All existing lots shall meet with the TCC before submittal of a final site plan/plat.
- L. Construction drawings. The level of detail required on the construction drawings shall be determined by the City Engineer. The one-lot subdivision shall comply with all applicable sections of this title, but the City Engineer shall have discretion to waive any requirements that may not be reasonably applied to a one-lot subdivision.
- M. Guarantee of improvements. The subdivider shall provide a guarantee as outlined in this Chapter. If no public improvements are required or if a postponement agreement is signed, then no guarantee will be required.
- N. Review fees. Review fees shall be paid by the subdivider to the city and shall be paid before any approval will be granted. The fees for review of an existing lot shall be included in the City fee schedule and may be changed from time to time by resolution of the City Council.

17.130.080 Exemptions from plat requirements for non-building purposes

Any parcel being subdivided for nonbuilding purposes or for agricultural purposes shall be exempt from the requirements of this chapter. Any parcel that is subdivided for nonagricultural purposes is not required to comply with the requirements of this chapter. An existing parcel that has access to a public street, has the required minimum street frontage, has all necessary utilities stubbed to the property, and in essence is ready for building activity, but not requesting development, shall be exempt from the requirements of this chapter; provided, that proposed potential building lot:

- A. Is not traversed by the mapped lines of a proposed state or city street as shown in the West Point City master transportation plan in the General Plan and does not require the dedication of any land or street.
- B. Has been approved by the culinary water authority, the sanitary sewer authority, and the secondary water authority;
- C. If located on a state-owned transportation facility and, as applicable, has been approved by the Utah Department of Transportation;
- D. Conforms to all applicable land use ordinances.

17.130.090 Subdivision Design standards.

- A. Relation to adjoining street systems.
 - 1. The arrangement of streets in new subdivisions shall make provisions for the continuation of the existing streets, curbs, gutters, and sidewalks in adjoining areas (or their proper protection where adjoining land is not subdivided) insofar as such may be deemed necessary by the planning commission for public requirements. The street arrangement

must be such as to cause no unnecessary hardship to owners of adjoining property when they plat their own land and seek to provide for convenient access to it.

2. Standard residential streets shall approach the arterial or collector streets at an angle of not less than 80 degrees.

B. Street and alley widths, cul-de-sacs, easements, etc.

1. Street Dedication. All streets in subdivisions in West Point City shall be dedicated to the city, except private streets as outlined in the PUD overlay zone Chapter 17.60.
2. Arterial, collectors and/or residential streets shall conform to the width designated in the general plan whenever a subdivision falls in an area which has been addressed in the general plan. For territory where such street plan has not been completed at the time the preliminary plat is submitted to the planning commission, arterial or collector streets shall be provided as required by the planning commission, with minimum rights-of-way of 106 feet for major arterial streets, 84 feet for minor arterial streets and 66 feet for collector streets.
3. Standard residential streets shall have a minimum right-of-way of 60 feet.
4. Cul-de-sacs shall be no longer than 600 feet from the center of the road to the center of the turnaround. Each cul-de-sac must be terminated by a turnaround of not less than 100 feet in diameter. If surface water drainage is into the turnaround, due to the grade of the street, necessary catch basins and drainage easements shall be provided. Where a street is designed to remain only temporarily as a dead-end street, an adequate temporary turning area shall be provided at the dead-end thereof to remain and be available for public use so long as the dead-end condition exists. Such temporary cul-de-sac dead ends shall not exceed 1320' in length. Such temporary improvements shall be eliminated, and permanent improvements provided by deferment agreement for the lots on the temporary turnaround and a 50% contribution requirement for the adjacent developing property
5. Utility and drainage easements shall be provided along the side, front and rear lot lines of all subdivision lots and at such other locations as deemed necessary as directed by the city. The minimum size of these easements shall be 10 feet front and rear, and seven and one-half feet on adjoining sides of every other side yard. In some cases, larger easements may be required as directed by the city. The city will not be responsible for damage caused to landscaping or structures that are disrupted in the course of working inside a dedicated easement. It shall be unlawful to build any type of permanent structure over a sewer, water, storm drain, irrigation ditch, or any other underground easement.
6. Standard Street Sections. All proposed streets, whether public or private, shall conform to the street cross-section standards found in the West Point Public Works Standards as recommended and adopted by the city.
7. Street Grades. Street grades over any sustained length shall not exceed the following percentages: on arterial streets, eight percent; on collector streets, 10 percent; and on standard residential streets, 12 percent.
8. Alleys shall have a minimum width of 20 feet. Alleys may be required in the rear of business lots but will not be accepted in residential blocks except under unusual conditions where such alleys are considered necessary by the Planning Commission, and generally adjacent to arterial streets.
9. All existing gravity irrigation ditches or existing land drains within the boundaries of a subdivision shall not be cut off, but provisions for their continuation shall be provided. Any piping of such ditches or drains must comply with the technical specifications.

C. Blocks.

1. The maximum length of blocks generally shall be 1,320 feet and the minimum length of blocks shall be 500 feet. If walkways are considered, then they shall not be less than six feet in width.
2. Blocks intended for business or industrial use shall be designed specifically for such purposes with adequate space set aside for off-street parking and delivery facilities.

D. Lots.

1. The lot arrangement and design shall be such that lots will provide satisfactory and desirable sites for buildings, and be properly related to topography, and to existing and probable future requirements.
2. All lots shown on the subdivision plat must conform to the minimum area and width requirements of the zoning ordinance for the zone in which the subdivision is located.
3. Each lot shall abut on a public street or private street dedicated by the subdivision plat or an existing publicly dedicated street.
4. Corner lots shall have extra width sufficient for maintenance of required building lines on both streets.
5. Side lines of lots shall be approximately at right angles, or radial to the street line.
6. All remnants of lots below the minimum size left over after subdividing a larger tract must be added to adjacent lots, rather than allowed to remain as unusable parcels.
7. Where the land covered by a subdivision includes two or more parcels in separate ownership and the lot arrangement is such that a property ownership line divides one or more lots, the land in each lot so divided shall be transferred by deed to either single or joint ownership before approval of the final plat, and such transfer certified to the City by the county recorder.

E. Natural drainage and other easements.

The City shall require that easements for drainage through adjoining properties be provided by the developer; an easement for water, sewer, drainage, power lines, and other utilities shall be provided in the subdivision.

1. The City Engineer, in addition, shall require the preservation of space within a subdivision for the placement of a storm water detention facility, if the regional system design requires detention in the area.
2. The owner of record of such detention facility, retention facility, or pond shall be responsible for its landscaping and perpetual maintenance.
3. Such landscaping shall be prescribed by the city engineer to include, at a minimum, grass with sprinklers. Sprinkling systems shall be installed in accordance with specifications provided by the city.
4. Detention landscaping shall be accomplished according to the West Point Public Works Standards prior to the occupancy of any homes in the subdivision. If for weather-related reasons landscaping cannot be installed, the City Engineer may grant a single extension of time for up to 12 months.

5. All detention ponds shall adhere to a maximum of three to one (3:1) side slopes, providing a seven-foot landscaped lip or level area surrounding the facility. The City shall require fencing of detention ponds exceeding a depth of five feet.
6. The City reserves the right and intention to accomplish landscaping of detention facilities if the developer fails to fulfill the requirements of this section prior to occupancy of any homes. In such circumstances, the City may contract for such landscaping and then bill the costs back to the developer, plus an administrative charge of not less than \$500.00.
7. Developments over 30 lots shall be done in phases. A phase shall consist of no more than 30 lots unless specifically approved by the City. Each phase must be completed with both on- and off-site improvements within two years. The City shall not approve more than 50 lots in a development or single phase without requiring the construction of a second access road that connects to an existing public street.
8. When the off-site improvements have been 100 percent completed within the boundaries of the recorded plat of any phase and approved by the City, and on-site improvements have been 70 percent completed, and building permits have been issued on at least 50 percent of the lots, then the developer may record the plat for the next phase of the development
9. In no case shall more than two phases be developed consecutively. The city council may grant exceptions to these rules if deemed appropriate.

F. Parks, school sites and other public places.

1. If the area to be subdivided covers future park sites, future school sites and/or any other public places as indicated on the West Point City general plan, the subdivider shall coordinate with the City and/or school district, and pending negotiations, incorporate the layout and design for these facilities.
2. If any such proposed public areas or school sites have not been purchased by the appropriate public agency within one year after the recording of the final plat, such areas may be subdivided into lots and blocks in accordance with the requirements of this title.

17.130.100 Subdivision improvements required.

A. Required improvements.

1. The owner of any land to be platted as a subdivision shall at his expense install the improvements referred to in this section prior to recording the final plat, or guarantee the installation of such improvements according to the specifications and under the inspection of the City.
2. The City may require developers to contribute to the costs of infrastructure previously installed by the City or another developer that represent project improvements that would normally have been required of the new development. The costs of the infrastructure shall be determined by the city engineer and shall take into account, among other elements and variables, the cost of the design and construction of the improvements and the amount of impact fee credit that may apply.
3. In the event that impacted infrastructure was installed by a developer, the City shall collect from the impacting developer the appropriate contribution as determined by the City Engineer and forward such to the developer responsible for the original installation. Payment shall be made prior to recording the plat. If a plat is not required for a project, payment shall be made before building permits shall be granted. If a developer desires to be reimbursed for infrastructure, then they shall make a written request to the City to enter into a payback for improvements agreement. The City Council shall adopt the

agreement by resolution. No reimbursement shall be required after 20 years from the date of the resolution unless otherwise specified in the payback for improvements agreement and resolution.

- a. In the event that impacted infrastructure was installed by the City, the City Council shall pass a resolution allowing the City to recoup the costs of the infrastructure from the impacting developers. The City shall collect from the impacting developer the appropriate contribution as determined by the City Engineer based on a formula and calculations established in the West Point Public Works Standards. Payment shall be made prior to recording the plat. If a plat is not required for a project, payment shall be made before building permits shall be granted. No reimbursement shall be required after 20 years from the date of the resolution unless otherwise specified in the resolution.
- b. If an approved public water or sewer system is within 300 feet of a proposed building lot or development, it must be connected to the public water or sewer system. Domestic water supply and sewage disposal shall comply with the county board of health requirements as represented by a certificate of approval from said board of health in all applications for a building permit where either an approved supply of piped water under pressure or a sewer is not available.

B. Water supply.

1. The subdivider shall install culinary water lines, including laterals to the property line of each lot. The developer shall at his expense install all off-site culinary water to connect his development with existing City systems. This shall include water meters, boxes and covers, and valves. These off-site lines shall be minimum of eight inches in diameter, shall be installed in accordance with the specifications and standard drawings, and shall be dedicated to the city. These utilities dedicated to the city shall be guaranteed by the developer for a period of 24 months after installation. All construction plans showing pipe locations must be submitted to and approved by the City Engineer. The subdivider shall furnish to the City Engineer three copies of plans showing the location and size of proposed water lines and fire hydrants and also existing water lines to which a connection is to be made. Information concerning the residual water pressure in the existing mains at the approximate point of connection shall also be furnished. The City Engineer shall determine, based on a formula and calculations established in the West Point Public Works Standards and coordination with any special districts, the adequacy of the existing water system to provide culinary water and fire protection to the lots in the subdivision.
2. Commercial and industrial service connections or fire sprinkler connections greater than two inches in diameter shall require either a compound meter station or a detector-check meter station. Plans and specifications for the compound meter station or detector-check meter station shall be the responsibility of the developer.
3. Backflow prevention devices (reduced pressure backflow preventers) shall be installed by the developer in accordance with the requirements of the plumbing code. Such devices may be inspected annually by the City Public Works Department.
4. The entire system must meet the standards of and be accepted by the City. Service lines to the property line, meter, meter box and cover will be furnished and installed by the developer.
5. Additional requirements.
 - a. All water mains shall be sized and approved by the Davis and Weber Counties Canal Company (D.W.C.C.C.) engineer or other designated engineer and the West Point city engineer.
 - b. Pressure irrigation water:
 - c. Institutional, industrial, commercial, and multifamily development sites shall be served by pressure irrigation.

- d. The developer shall extend the pressure irrigation system and provide appropriate connections for the development site concurrent with construction of other site improvements.
- e. The developer shall comply with all the requirements of the pressure irrigation provider and furnish proof thereof to the city.
- f. The location of all secondary supply improvements shall be shown on the preliminary plat, the cost of installing the same shall be borne by the developer and shall be included in the subdivision improvement agreement and security to be furnished by the developer.
- g. Due to the need of providing secondary and culinary water for subdivision development, the subdivider shall convey or otherwise make available to West Point City or its designee water rights that are usable by and acceptable to West Point City to provide a minimum of three acre feet (a.f.) of water annually during normal water years, for each acre or part thereof within the subdivision, to be distributed for secondary and culinary water uses. One-third of the water will be used for culinary purposes and the remaining two-thirds will be used for secondary water.
- h. The amount of water required may be adjusted by resolution adopted by the West Point City Council from time to time.
- i. In the event there are no owner water rights on the property to be developed, the developer shall obtain and convey to West Point City water rights acceptable and usable by the city.
- j. Secondary water may be purchased from Weber Basin Water Conservancy District (WBWCD) through the tri-lateral agreement.
- k. If the developer is unable to acquire water shares on the open market to satisfy the culinary water requirement (one acre foot (af) per acre developed), then West Point City at its option may allow the developer to pay a fee to the city and the city may allocate water that is under contract with WBWCD to the project. The fee for the culinary water will be according to the fee schedule adopted by the city council and may be adjusted by resolution adopted by the West Point city council from time to time.
- l. For single lot subdivisions or existing building lots not included in the boundaries of a subdivision, the developer or builder may pay a fee to the city in accordance with subsection (B)(v)(i) of this section; however, the approval of such shall be granted by city staff. The fee for culinary water associated with a single lot subdivision shall be equivalent to that specified in the fee schedule for a 12,000-square-foot lot.
- m. If the development is within the boundaries of the Hooper Water Improvement District then the culinary water requirement described in this section will not apply. However, the developer must still satisfy the irrigation water requirement, meaning the developer must convey two af of water for each acre developed to West Point City.
- n. If any commercial property is rezoned to residential use such property shall be subject to and meet the requirements of this subsection (B) prior to approval of any residential development.
- o. The requirements of this subsection shall become effective on and after April 6, 2004. Such requirements shall apply to all applications submitted for preliminary plat approval after said date.
- p. Any developer who has entered into an agreement, prior to the date of April 6, 2004, with the D.W.C.C.C. and/or Weber Basin Water Conservancy District concerning the dedication of water, that was customarily used on the property to be developed, sold to either of those companies, may apply those shares to any obligation they may develop in the future concerning the final plat approval.
- q. It is unlawful for any person, without specific authority of the City, to open or close any gate valve or other fixture attached to the system of water supply, or in

any way to injure, deface or impair any part or appurtenances of the culinary water system.

- C. Sewage disposal. Where a public sanitary sewer is within 300 feet 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 of the city and the sewer district and shall be approved by the city. Sanitary sewer pipelines including laterals to the property line must be laid with approval of the sewer district and must be compatible with the existing system. The said sanitary sewer must be installed within the development prior to the installation of any other improvements. The City Engineer must approve all plans for sanitary sewer extensions prior to issuing a building permit.
- D. Storm water.
1. The City shall require the subdivider to dispose of storm water and surface drainage. 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. A storm drainage plan has been or will be prepared and is maintained by West Point City and Davis County. The developer shall implement the portion of that plan applicable to the development by:
 2. Preparing a detailed drainage plan for the development which is acceptable to the City.
 3. Making sufficient improvements, such as storm drains, cross gutters, catch basins, inlets, and other appurtenant structures, to adequately dispose of 10-year-frequency storm runoff within the development and from adjacent properties. Storm drains shall be not less than 15 inches in diameter and meet city standards and specifications.
 4. Providing for restriction of the runoff from the development to 0.20 cubic feet per second per acre per 10-year-frequency rainfall event through one or more of the following, at the direction of the City:
 - a. Conveyance (including easements) of the runoff to a regional detention site and paying the development's proportional share of the cost of the regional detention facility and conveyance to the main channel; or
 - b. Dedicating land and constructing regional detention within the development and conveyance to a main channel if said development contains a proposed detention site. The developer will be compensated for the cost of the regional detention and conveyance to a main channel which is not the proportional share for the development; or
 - c. If the development is within a subdivision that has fulfilled the controlled release requirements, complying with the storm drainage requirements of the subdivision.
 - d. If the development is within 100 feet of a main channel, complying with all Davis County flood control requirements and being approved by Davis County and determined by the City Engineer.
- E. Irrigation water/open ditches. Open ditches shall be piped within the subdivision. If the ditch is owned by a ditch company or a landowner has rights to water running through the ditch, then the City will work with the appropriate party to determine the size and type of pipe to be placed. If no company or individual can prove their rights to the ditch then the City Engineer will determine the appropriate size, type, and length of ditch to be piped. Some ditches that are presently piped may be required to be re-laid to meet City standards. In some cases ditches may be abandoned.
- F. Street improvements, grading and surfacing.
1. All public and private streets shall be graded and surfaced in accordance with the West Point Public Works.
 2. Whenever a new structure is built, a structure existing on the effective date of the ordinance codified in this chapter is modified, renovated or improved (where the combined value of such modifications, renovations or improvements undertaken exceeds 50 percent of the current market value of the structure), or where any site development increases the use of public streets, the owner of the property shall place curb, gutter and

sidewalk at the proper location along the frontage of the property for the road width as determined by the City Engineer. If the development abuts a state highway, the developer must obtain approval for the location of curb, gutter and sidewalk from the state highway right-of-way engineer. The owner of the property shall also install road base and asphalt surfacing from the existing asphalt surfacing to the new curb and gutter. The owner shall dedicate the widened portion to the City. The dedication of property shall not alter zoning limitation or zoning privileges.

3. Roadway improvements to be built by the developer which will be dedicated to the City shall conform to the following:
 - a. Improvements shall be guaranteed for a period of 24 months after installation and acceptance by the city. The developer will be responsible for maintenance of the improvements during that period.
 - b. Total width shall be the standard 60-foot right-of-way from property line to property line, with a pavement width from back of curb to back of curb of 36 feet. Major road widths of 66 feet, 84 feet, or 106 feet will be required when required by the city.
 - c. Grades of roads shall be minimum of one-half percent and maximum of 10 percent for local and collector streets and eight percent maximum for arterial streets.
 - d. Asphalt surfacing shall be provided on all roads in conformance with all standards and specifications as determined by the City.
 - e. Sidewalks shall be provided in all commercial developments and as specified by the Planning Commission in all industrial developments. Sidewalks shall be five feet wide and four inches thick except at driveways, where the thickness shall be increased to six inches. Sidewalks shall have four inches of gravel base course for foundations.
 - f. Concrete curb and gutter shall be required in all developments. The curb and gutter shall be 30 inches wide and of standard high back style, or standard roll curb if recommended by the planning commission and approved by the city council, with six inches of gravel base course for foundations.
 - g. Installation of all other roadway improvements shall comply with the specifications and standard drawings.
- G. Curbs and gutters. Curbs and gutters shall be installed on existing and proposed streets in any R, PO, C, or RI/P zone Agricultural zone developments shall install curb and gutter if needed to control storm water.
- H. Street drainage. Drainage structures may be required by the city where necessary, based on system analysis and regional needs.
- I. Sidewalks. The minimum of five-foot sidewalks shall be required in all subdivisions, in any R, PO, C, or RI/P zone
- J. Survey monuments. Permanent survey monuments shall be accurately set and established at such points as are necessary to establish all lines of the subdivision. Monuments shall be of a type approved by the city. All subdivision plats shall be tied to a public corner or monument of record established by Davis County.
- K. Landscape standards.
 1. All new developments along arterial and collector streets shall be required to install enhanced landscaping as part of a streetscape design. When lots double face, with the rear yard backing onto or a side yard facing an arterial or collector street, the provisions of this section shall apply. An 8' strip of land directly adjacent to the right-of-way line of the street will be set aside to provide a buffer to enhance the streetscape and mitigate the impacts of arterial and collector streets. Where only one lot backs or faces onto a

collector or arterial street, the landscape strip will be maintained by the individual homeowner and no homeowners' association will be required.

2. The landscape buffer shall be identified on the plat as property owned in common by a homeowners' association. The landscape buffer must adhere to the Standard Landscape Drawing found in the West Point City Public Works Standards. The sidewalk and parkstrip shall be incorporated into the landscape design and are subject to review and approval by the Community Development Director or designee.
3. A landscape and irrigation plan must be submitted and approved by the Community Development Director. Landscaping shall include irrigated street trees, grass, ground covers, rock mulches, and shrubs. One two-inch caliper tree shall be required for every 25 feet of frontage. Trees must be picked from the City approved list. Five shrubs shall be required for every required tree. Shrubs shall be one-gallon containers or larger. A six-foot solid or semi-private fence shall be installed along the entire perimeter on the inside edge of the landscape strip.
4. Irrigation systems will be required in all landscaped areas. The system shall include a single connection to the secondary water system that will be operated by the homeowners' association. All systems shall have an automatic controller and can be either a drip or spray system. The system shall provide sufficient coverage to all landscaped areas and be designed in such a way as to minimize spray on sidewalks and streets.
5. The developer shall be responsible for the installation of all landscaping and irrigation systems required herein and must provide a guarantee for all improvements with the overall subdivision guarantee. All landscaped parcels shall be dedicated as permanent open space on the recorded plat. A homeowners' association (HOA) shall be formed by the recordation of declarations providing for the collection of fees to maintain the landscaped areas. The homeowners' association must be professionally managed. All plantings shall be maintained in a healthy and attractive manner by the homeowners' association. The City reserves the right to assess a fee to the homeowners' association or to individual homeowners if it fails to maintain all landscaping in a reasonable manner. The developer shall record CC&Rs that outline the maintenance responsibilities of the HOA. The City shall be made a party to that section of the CC&Rs and in that section the city shall be given the right to assess a fee to the HOA or the individual property owners in the subdivision if the HOA fails to maintain the landscaping. Maintenance shall include watering, weeding, and weed control, fertilizing, mulching, cleaning, pruning, pest control, mowing, trimming, and replacement of dead plantings.

L. Fire protection.

1. For all occupancies, the building shall be the type of construction allowed by the International Building Code that requires no greater fire flow than 2,000 gallons per minute, as specified in Appendix III-A of the International Fire Code.
2. For all occupancies, fire hydrants shall be provided by the developer in accordance with Appendix III-B of the International Fire Code. Fire hydrants shall be installed in accordance with the specifications and standard drawings. Such fire hydrants shall be of the type, size, and number and installed in such locations as determined by the fire department and the city engineer and in accordance with APWA development standards and West Point Public Works standards. Fire hydrants or blow-offs shall be provided at all dead-end lines as specified by the city engineer.
3. All fire protection pipelines must be controlled with an appropriately sized gate valve and detector-check valve with a three-fourths-inch water meter. The three-fourths-inch water meter shall be equal to those approved for use by the City. The installation of the gate

valve and the detector-check valve shall be constructed in accordance with the details in the standard drawings. The installation of detector-check valves with three-fourths-inch meters will be waived for schools and public buildings.

4. The fire protection pipelines shall be used only for the purpose of fighting fires or for testing the fire protection systems. No cutting, tapping or connections of any type shall be permitted on the fire protection pipelines without the prior written approval of the City Engineer.
- M. Street signs. Street signs shall be furnished and installed by the City and charged to the subdivider.
- N. Fencing.
1. Where located within the subdivision, a solid board, chain link or other non-climbable fence not less than six feet in height shall be installed on both sides of existing supply irrigation ditches or canals or bordering open reservoirs, railroad rights-of-way or nonaccess streets, and which are located within or adjacent to the subdivision, except where the planning commission determines that park areas including streams or bodies of water shall remain unfenced.
 2. Agricultural Fencing. Unless otherwise waived by affected agricultural property owners, fencing abutting agricultural property shall be required of the developer. Fence specifications shall, at a minimum, include the following: size of post, two and three-eighths inches; spacing of post, eight feet (the agricultural property owner shall have the option of paying the additional cost to create spacing of the post at six feet); top rail and bottom rail shall be one and five-eighths inches, the bottom shall be either two-strand barbless wire or one-strand barbed wire. The fence shall be of 11-gauge fabric. If there was no existing fence, or the existing fence does not protect the chain-link fence, then the agricultural property owner, at this time, will be required to install and maintain an electrical fence parallel to the chain-link fence.
- O. Street lights.
1. Dark Sky compliant street lights are required in all commercial and residential developments given final approval after February 1, 2005.
 2. At a minimum, street lights are required on the sides of residential streets, at the back of cul-de-sacs, and at points of intersection with other roads. Additional lighting may be required if the distance between two lights is 660 feet or more. Design of the light shall be the LP-3 or the light that has been accepted by West Point City as the standard for residential streets.
 3. Lighting for commercial zones shall follow all regulations set forth in the West Point Public Works Standards and shall be LP-1 or the light that has been accepted by West Point City as the additional standard. The spacing of the lights shall be prescribed in the West Point Public Works Standards
 4. Lighting along arterial streets shall be of the LP-2 design or the light that has been accepted by West Point City as the standard light for arterial streets. These lights shall be located at each intersection and not spaced any further than 200 feet. Arterial streets would include 300 North from 1500 West to 4500 West, 1800 North, 2000 West, 3000 West, 4500 West, any future state-sponsored highways, any portions of 5000 West north of 1800 North, and as otherwise portrayed in the street light legend, which shall be kept on file by the city.
 5. Lighting along collector streets shall be of the LP-2 design or the light that has been accepted by West Point City as the standard for collector streets. These lights shall be

located at each intersection and not spaced any further than 330 feet. Collector streets would include 700 South, 800 North, 1300 North, 5000 West, the portion of 300 North west of 5000 West, and as otherwise portrayed in the [West Point Public Works Standards](#).

6. The type of lighting, design of the lighting pole, and method of installation shall be prescribed by the City, in compliance with the West Point City dark sky [regulations](#).
7. Commercial lighting specifications as prescribed by the city may vary from required residential specifications. In all circumstances, the city lighting specifications [shall be](#) congruent with and similar to other lighting within West Point City of similar functionality.
8. Light installation shall meet local electric utility specifications and utilize a city-approved installer. The developer shall pay the costs of providing street lighting required in the subdivision.

P. [Basements](#).

1. Basement Depths. A basement shall be defined as any portion of the building with a finish floor elevation below the surrounding site elevation. Allowable basement depths shall be according to the location of the building on the land drainage map as defined in Chapter [15.16](#) WPCC.
2. Commercial site plan or individual pad site plan shall show the elevation of the basement and clearly indicate the method of subsurface drainage. Drainage methods shall meet the requirements of the current commercial building code adopted by the city.

Q. [Miscellaneous](#).

1. The developer shall pay the cost and installation of the electric system extensions and street lights to service the development.
2. The developer shall have his surveyor install permanent survey monuments as shown in the standard drawings.
3. Survey markers shall be placed by a licensed surveyor at all site corners and at site boundary locations to completely identify the site boundaries on the ground. Site corners shall be identified with permanent plugs in the sidewalk or back of the curb or with a metal pipe or rod driven into the ground if sidewalks or curbs are not next to the site boundary. All site corners and site boundaries must be marked prior to the issuance of building permits, after the completion of all subdivision improvements and during building construction and inspection. It shall be the responsibility of the site owner to ensure that all site corner and boundary markers are in place. The city is not responsible to replace survey stakes or markers.
4. All outdoor refuse collection areas shall be visually screened from neighboring properties and streets. No refuse collection area shall be permitted between a street and the front of a building.

R. [Staking of lots](#). Survey stakes shall be placed at all lot corners so as to completely identify the lot boundaries on the ground. Rebars shall be placed at the rear corners of each lot, and the front corners shall be designated by permanent markers placed in the curb. Any person disturbing these markers shall replace them at their own expense.

S. [Inspection of improvements](#). The City shall inspect or cause to be inspected all buildings, structures, streets, fire hydrants, water supply, and sewage disposal systems in the course of construction, installation or repair, etc. Excavations for fire hydrants, water and sewer mains and laterals shall not be covered or backfilled until such installation has been approved by the City. If

any such installation is covered before being inspected and approved, it shall be uncovered after notice to uncover has been issued to the responsible person by the City. The following inspections are required:

1. Sewer.
 - a. Connection to the existing sewer mains prior to any backfill.
 - b. All manholes. Air test must be completed.
 - c. All laterals and glued connections.
 - d. Main line televised and video turned in to the City.
 2. Land Drains and Storm Sewers.
 - a. Connections to existing land drains and/or storm drains.
 - b. All manholes.
 - c. All laterals and connections.
 - d. Any cleanout box or catch basins.
 - e. Detention ponds. Fenced, sprinkling system installed and area sodded.
 3. Water.
 - a. Main line joints and installation.
 - b. Proper valves and hydrants.
 - c. Pressure test main line.
 - d. Disinfect and bacteriologic tests.
 - e. Connection to existing water main.
 - f. Service connections, including meter yokes, boxes and lids.
 4. Secondary Water System.
 - a. All main lines must be inspected and connections to mains and valves.
 - b. Pressure tested prior to covering or backfill.
 - c. Service connections, including company valves, boxes and lids, and airvacs.
 5. Irrigation piping.
 6. Curb and gutter.
 7. Sidewalk.
 8. Street signs.
 9. Survey markers.
 10. Seal coat.
- T. Guarantee and acceptance of improvements. The subdivider shall warrant and guarantee that the public improvements provided for herein, and every part thereof, will remain in good condition for a period of one year from the date the city council has accepted the improvements and a final walk-through has been completed. The subdivider also agrees to make all repairs to and maintain the improvements and every part thereof in good working condition during the guarantee period without cost to the City (see section 17.130.100)
- U. Enforcement and permits. The building official shall not issue any permit unless the plans for the proposed erection, construction, reconstruction, alteration of any structure, or use of any land fully conforms to all provisions of this title. No West Point City officer shall issue any permit or license for the use of any building, structure or land when such land is a part of a subdivision as defined herein until such subdivision has been approved and recorded in the county recorder's office and all other provisions of law have been complied with. Any license or permit issued in conflict with this title shall be null and void.
- V. Penalty. Any subdivider or other person who shall violate or fail to comply with any of the provisions of this title shall be guilty of a Class B misdemeanor and punished as provided by law upon conviction.
- W. Validity. If any section, subsection, sentence, clause, or phrase of this title is, for any reason, held to be invalid, such holding shall not affect the validity of the remaining portion of this title.

17.130.110 Guarantee of improvements.

- A. In lieu of the actual completion by the subdivider and acceptance by the City Council of the improvements required by this title, and before the final plat is recorded, the subdivider shall guarantee the installation and construction of the required improvements within two years from the date of recording the final plat and provide a warranty that the improvements shall be maintained in a state of good repair, free from defective material or workmanship, for a period of up to:
1. One year after final acceptance of the improvement or warranty work; or
 2. Two years after final acceptance of the improvement or warranty work, if the municipality has substantial evidence of:
 - a. Unstable soil conditions within the subdivision or development area; or
 - b. Extreme fluctuations in climatic conditions that would render impracticable the discovery of substandard or defective performance within a one-year period.

The City Engineer shall allow a partial release of the improvement assurance.

- B. Methods of guarantee. The subdivider shall guarantee the improvements by the following method at the direction of the City:
1. Escrow. The subdivider shall deposit with any insurance company, bank, the City, or savings and loan institution in an escrow account an amount of money equal to at least 110% of the estimated costs of the improvements not constructed or installed by the developer plus 10 percent of the cost of all the required improvements of the subdivision as a guarantee amount, as determined by the City engineer. The escrow agreement shall be subject to approval by the city attorney and shall be signed by the subdivider, the City, and the escrow holder, and shall be committed to on a form available on-line or at the City offices that has been approved by the City Attorney
 2. Release of funds. As the required improvements are satisfactorily installed and have been inspected by the City, funds which have been dedicated to guarantee installation of those improvements will be authorized to be released for payment of those improvements. The City shall notify the escrow agent or letter of credit bank in writing as to the installation of the improvement(s) and the amount to be released. The escrow agent or letter of credit bank is authorized to release funds only after receiving the written notification above. The City is not responsible to determine the party to be paid.

After all required improvements have been installed, the developer shall notify the City and request that the subdivision be placed into the warranty period. The subdivision will then be inspected by the City Engineer, and if all improvements have been completed in accordance with city ordinances and specifications, the City Engineer will recommend to the city council that the subdivision be placed in warranty. If the City Council approves, the subdivision will then begin the warranty period. Ten percent of the total cost of all the required improvements, as specified above, shall be retained by the City during this warranty period.

Partial releases of guarantee funds may be processed by the City Engineer once improvements have been installed within each phase of the subdivision.

If any improvements have not been installed correctly or fail to function properly, and the developer fails to correct the deficiencies within 30 days of notification thereof, then, upon written notice by the City, escrow shall pay over to the City the amount necessary to complete, repair, or replace said improvements.

In the event the costs of completing, repairing, or replacing the unsatisfactory improvements exceed the amount remaining in the escrow account or letter of credit, the developer shall, within 10 days of notice thereof, pay the excess amount to the City and

shall also cause to restore the escrow account or irrevocable letter of credit to the prescribed 10 percent warranty amount. The City shall not issue any building permits for the subdivision until the above-referenced excess costs have been paid to the city and warranty amount (10 percent of the total cost of improvements) has been restored.

17.130.120 Flag lots.

- A. The subdividing of a single lot to form one additional lot in a flag or L-shaped configuration shall be allowed as a single lot subdivision in any residential zone or as part of a new subdivision where parcel configuration is oddly shaped so that subdivision design would be poorly configured or create excessively large lots or access is awkward/difficult in the design. The goal is to accommodate the development of property that otherwise could not reasonably be developed under existing City subdivision or development ordinances. Flag lots shall be processed as single lot developments or as part of a standard subdivision process.
- B. Development standards for flag lots.
All potential flag or L-shaped lots shall meet all the following criteria:
1. Each lot shall have its own stem, which contains a driveway providing access to a public street. The stem is not separable from the buildable portion of the lot and shall be at least 20 feet wide. The stem may be as long as necessary; however, a turnaround reviewed and approved by the appropriate fire suppression agency shall be provided. No structures shall be allowed within the stem area and all landscaping shall be maintained so as to provide unobstructed access for emergency service vehicles.
 2. The driveway shall be at least 22' feet wide of which 20' shall be completely surfaced in asphalt or concrete to the same specifications as a typical city residential street. If asphalt is used, a minimum eight-inch-wide concrete or masonry border shall be provided on both sides of the driveway to prevent deterioration. The surface of the driveway shall be designed to drain water to adjacent on-site landscaping and shall be located above grade.
 3. The total area of the lot, excluding the stem section, shall be at least one and one-half times the minimum lot size for the zone in which it is located, and the lot shall meet all minimum width and depth requirements as if it was located on a public street.
 4. Each lot shall have its own water, sewer, power and other utility connections.
 5. Each lot shall have its own mailbox located along the public street frontage afforded by the stem section of the lot. The mailbox may not obstruct any vehicle or pedestrian access to the lot. The street address of the residence shall be clearly illustrated on the mailbox, with characters at least six inches in height and of proportionate width.
 6. Each lot shall be graded consistent with City approved storm water practices. A grading plan shall be reviewed and approved by the City Engineer, with the intent to retain water on-site as much as possible, before lot approval.
 7. A fire hydrant must be located within 250 feet of any dwelling structure on the lot.
 8. The lot in its entirety shall be held in fee simple ownership.
 9. The original lot from which the flag or L-shaped lot was subdivided must meet the minimum standards for the zone in which it is located, both before and after the creation of the flag or L-shaped lot, however the minimum rear yard standard shall be increased by 10 feet.
 10. Snow removal shall be provided by the property owner and shall not obstruct traffic on the public street or driveway.

Chapter 17.140
DRINKING WATER SOURCE PROTECTION

1. Establishment of drinking water source protection zones.

There are hereby established use districts to be known as zones one, two, three, and four of the drinking water source protection area, or alternatively the management area. These zones shall have the approval of the State of Utah, Division of Drinking Water, as described in R309-600, Source Protection: Drinking Water Source Protection for Ground Water Sources, and are identified and described as follows:

- A. Zone one is the area within a 100-foot radius from a wellhead or margin of the collection area.
- B. Zone two is the area within a 250-day ground water time of travel to a wellhead, the boundary of the aquifer(s) which supplies water to the ground water source, or the ground water divide, whichever is closer, as specified on the "Drinking Water Source Protection Zone Map" on file with the City.
- C. Zone three (waiver criteria zone) is the area within a three-year ground water time of travel to a wellhead or margin of the collection area, the boundary of the aquifer(s) which supplies water to the ground water source, or the ground water divide, whichever is closer, as specified on the "Drinking Water Source Protection Zone Map" on file with the City.
- D. Zone four is the area within a 15-year ground water time of travel to a wellhead, the boundary of the aquifer(s) which supplies water to the ground water source, or the ground water divide, whichever is closer, as specified on the "Drinking Water Source Protection Zone Map" on file with the City. In some cases, such as bedrock areas, zones two, three, and four are overlapping, due to the inability to determine time of travel. These are sensitive areas. In these cases, the zone should be protected as for zone two.
- E. "Management area" means the area outside of zone one and within a two-mile radius where the optional two-mile radius delineation procedure has been used to identify a protection area, as described in the Utah Division of Drinking Water R309-600, Source Protection: Drinking Water Source Protection for Ground Water Sources. This area shall be treated as for zone two.

2. Allowed uses.

The following uses shall be permitted within drinking water source protection zones:

- A. Any use permitted within existing agricultural, single-family residential, multifamily residential, and commercial zones so long as uses conform to the rules and regulations of the regulatory agencies.
- B. Any other open land use where any building located on the property is incidental and accessory to the primary open land use.

3. Prohibited uses.

The following uses or conditions shall be and are hereby prohibited within drinking water source protection zones, whether or not such uses or conditions may otherwise be ordinarily included as a part of a use permitted under [Section 2 of this Chapter](#).

- A. Zone One. The location of a potential contamination source as defined herein.
- B. Zone Two and Management Area. The location of pollution sources as defined herein, unless their contaminated discharges are controlled with design standards.
- C. Zones Three and Four. The location of potential contamination sources unless they are controlled through land management strategies.

To further clarify uses and prohibitive uses in protective zones, refer to Table 1, Use Matrix for Potential Contamination Sources see [Section \(6\) of this Chapter](#). For a generic list of regulated substances, see [Section \(6\) of this Chapter](#). This list and table are for clarification and planning purposes. They are not all-inclusive. Substances that are not in this table and list may need further clarification.

4. Overly protective protection zones.

If management areas were delineated using the optional two-mile radius delineation procedure, or if protection zones appear to be excessively conservative (too large), they may be disputed according to the following procedure:

- A. Submit written comments to the land use authority stating the reasons that the delineated management area or protective zones should be reconsidered.
- B. If the land use authority concurs, it may authorize a new hydrogeologic investigation at the expense of the entity requesting changes to the delineated management area or protective zones.

C. The new hydrogeologic investigation must then be submitted to the Utah Division of Drinking Water for their review.

D. If the Division of Drinking Water finds that the new hydrogeologic investigation is protective and meets the requirements of a delineation report according to the Utah Drinking Water Source Protection for Ground Water Sources Rule (R309-600), the land use authority may enforce this chapter according to the new protection zones.

5. Administration.

A. The policies and procedures for administration of any source protection zone established under this chapter, including without limitation those applicable to existing nonconforming uses, exception, enforcement and penalties, shall be the same as provided in the existing land use ordinance for West Point City, as presently enacted, except that the land use authority cannot grant a variance until the request is reviewed and recommendation is provided by the Davis County health department. If it is necessary to have additional expertise evaluate the variance, it shall be at the expense of the entity requesting the variance. The recommendation relative to the requested variance shall be documented and returned to both the requester and the West Point City land use authority.

B. If there are noncompliant potential contamination sources found in the source protection zones that cannot be resolved by the water system, this shall be brought before the West Point City land use authority, Davis County health department, and/or the applicable regulatory agency for enforcement action.

C. It shall be the water system's responsibility to maintain and supply maps of their source protection zones to West Point City or the data may be obtained by the City, through the State Division of Drinking Water.

6. Appendices.

A. The following table identifies uses, which have varying potentials to contaminate groundwater sources. These uses have been classified according to the risk of contamination in each protection zone as follows (see definitions for risk classifications):

Allowed Uses (A)

Restricted (R)

Prohibited Uses (X)

Use Matrix for Potential Contamination Sources

Potential Contaminated Sources	Protection Zone		
	Zone 1	Zone 2	Zone 3 and 4
Abandoned wells	X	X	X
Agricultural pesticide, herbicide, and fertilizer storage, use, filling, and mixing areas pursuant to federal regulations	X	R	A
Airport maintenance and fueling sites	X	R	R
Appliance repair	X	R	R
Auto operations and fleet vehicle maintenance facilities (commercial):			
Dealership maintenance departments	X	R	R
Tire	X	R	R
Auto body	X	R	R
Engine repair	X	R	R

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Rust proofing	X	R	R
Oil and lube shops	X	R	R
Vehicle rental with maintenance	X	R	R
Beauty salons	X	R	A
Boat building and refinishing	X	R	R
Car washes	X	A	A
Cemeteries, golf courses, parks, and plant nurseries	X	R	R
Chemical reclamation facilities	X	R	R
Chemigation wells	X	X	R
Concrete, asphalt, and tar companies	X	R	R
Dairy farms and animal feedlots (more than 1,000 animal units)	X	X	A
Dry cleaners (with on-site chemicals)	X	X	R
Dry cleaners (without on-site chemicals)	X	A	A
Embalming services	X	R	R
Farm operations:			
Dump sites	X	R	R
Maintenance garages	X	R	R
Manure piles (per 1,000 animal units)	X	X	A
Food processing, meat packing, and slaughterhouses	X	X	A
Fuel, oil, and heating oil distribution and storage facilities	X	R	R
Furniture stripping, painting, and finishing businesses	X	R	R
Gasoline service stations (including underground storage tanks)	X	R	R
Hospitals and medical, dental, and veterinary offices	X	R	R
Industrial manufacturers of chemicals, pesticides, herbicides, paper products, leather products, textiles, rubber, plastic, fiberglass, silicone glass, pharmaceuticals, and electrical equipment, etc.	X	R	R
Industrial waste disposal/impoundment areas	X	X	R
Junk and salvage yards	X	R	R
Landfills and transfer stations	X	R	A
Laundromats	X	A	A

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Machine shops, metal plating, heat treating, smelting, annealing, and descaling facilities	X	R	R
Mining operations:			
Radiological	X	R	R
Sand and gravel excavation and processing	X	R	R
Municipal wastewater treatment plants	X	X	A
Photo processing and print shops	X	R	R
Railroad loading or unloading areas	X	R	R
Railroad yards	X	R	R
Residential pesticide, herbicide, and fertilizer storage, use, filling, and mixing areas pursuant to federal regulations	X	A	A
Residential underground storage tanks	X	R	A
RV waste disposal stations	X	X	A
Salt and salt-sand piles	X	R	R
Septic tank drain field systems	X	X	R
Oil pipelines	X	R	R
Toxic chemical storage	X	X	X
Wood preservative treatment facilities	X	R	R

B. Generic Regulated Substance List.

1. Acid and basic cleaning solutions;
2. Antifreeze and coolants;
3. Animal dips;
4. Arsenic and arsenic compounds;
5. Battery acids;
6. Bleaches and peroxide;
7. Brake and transmission fluid;
8. Brine solution;
9. Casting and foundry chemicals;
10. Caulking agents and sealants;
11. Cleaning solvents;
12. Corrosion and rust preventatives;
13. Cutting fluids;
14. Degreasing solvents;
15. Disinfectants;
16. Dyes;
17. Electroplating solutions;
18. Engraving and etching solutions;
19. Explosives;
20. Fertilizers;
21. Fire extinguishing chemicals;
22. Food processing wastes;
23. Formaldehyde;

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24. Fuels and additives;
25. Glues, adhesives, and resins;
26. Greases;
27. Hydraulic fluid;
28. Indicators;
29. Industrial and commercial janitorial supplies;
30. Industrial sludges and stillbottoms;
31. Inks, printing, and photocopying chemicals;
32. Laboratory chemicals;
33. Liquid storage batteries;
34. Medical, pharmaceutical, dental, veterinary and hospital solutions;
35. Mercury and mercury compounds;
36. Metal finishing solutions;
37. Oils;
38. Paints, primers, thinners, dyes, stains, wood preservatives, varnishing and cleaning compounds;
39. Painting solvents;
40. Pesticides and herbicides;
41. Photo development chemicals;
42. Plastic resins, plasticizers and catalysts;
43. Poisons;
44. Polishes;
45. Polychlorinated biphenyls (PCBs);
46. Pool chemicals;
47. Processed dust and particulates;
48. Radioactive sources;
49. Reagents and standards;
50. Refrigerants;
51. Roofing chemicals and sealers;
52. Sanitizers, disinfectants, bactericides, and algacides;
53. Soaps, detergents and surfactants;
54. Solders and fluxes;
55. Stripping compounds;
56. Tanning industry chemicals;
57. Transformer and capacitor oils and fluids;
58. Wastewater;
59. Water and wastewater treatment chemicals.