

River Heights City

River Heights City Council Agenda Tuesday, March 18, 2025

Notice is hereby given that the River Heights City Council will hold their regular meeting at **6:30 p.m.**, anchored from the River Heights City Office Building at 520 S 500 E. Attendance can be in person or through Zoom.

Pledge of Allegiance

Adoption of Previous Minutes and Agenda

Mayor, Councilmembers, and Staff Reports

Public Comment

PO to Approve Electronic Lock on the City Building Basement Door

Sheriff's Report from Sheriff Chad Jenson

Consider an Ordinance to Adopt Changes to the City Code

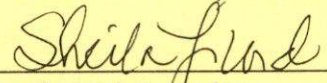
Advice and Consent for Appointment of a Planning Commissioner

Consider a Resolution to Update Fees

Discuss Potentially Modifying the RPUD Ordinance to Allow 55 and Up Developments

Adjourn

Posted this 15th day of March 2025



Sheila Lind, Recorder

Zoom Link: <https://us06web.zoom.us/j/82631901674>

In compliance with the American Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Sheila Lind, (435) 770-2061 at least 24 hours before the meeting.

River Heights City

Council Meeting

March 18, 2025

Present: Mayor Blake Wright
Council members: Lana Hanover
Mark Malmstrom
Janet Mathews
Chris Milbank
Lance Pitcher

Public Works Director Clayton Nelson
Recorder Sheila Lind
Treasurer Michelle Jensen, electronic
Commission Chair Noel Cooley

Others Present: Brittany Cascio, Deputy Wallentine, Sheriff Jensen, Deputy Burt, Deputy Gregory, Patrol Lieutenant Tim Ramirez.

The following motions were made during the meeting:

Motion #1

Councilmember Pitcher moved to "approve the minutes from March 4, 2025, and the evening's agenda." Councilmember Hanover seconded the motion which passed with Hanover, Malmstrom, Mathews, Milbank, and Pitcher in favor. No one opposed.

Motion #2

Councilmember Milbank moved to "accept the PO to Beazer Lock and Key in the amount of \$2,395.47." Councilmember Hanover seconded the motion, which passed with Hanover, Malmstrom, Mathews, Milbank, and Pitcher in favor. No one opposed.

Motion #3

Councilmember Malmstrom moved to "approve Ordinance 1-2025, An Ordinance to Adopt Changes to the City Code of River Heights, Utah, with the changes to spell out the numbers, to be consistent with the city code." Councilmember Hanover seconded the motion, which carried with Hanover, Malmstrom, Mathews, Milbank, and Pitcher in favor. No one opposed.

Motion #4

Councilmember Pitcher moved to "adopt Resolution 1-2025, A Resolution to Update Fees, with the addition of a 10% administrative fee on pass-through invoices." Councilmember Malmstrom seconded the motion, which passed with Hanover, Malmstrom, Mathews, Milbank, and Pitcher in favor. No one opposed.

Motion #5

Councilmember Hanover moved to “approve the executive minutes of March 4, 2025.” Councilmember Mathews seconded the motion, which passed with Hanover, Malmstrom, Mathews, Milbank, and Pitcher in favor. No one opposed.

Proceedings of the Meeting:

The River Heights City Council met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers in the River Heights City Building on Tuesday, March 18, 2025, for their regular council meeting.

Pledge of Allegiance

Adoption of Previous Minutes and the Evening’s Agenda: Minutes for the March 4, 2025 meeting were reviewed.

Councilmember Pitcher moved to “approve the minutes from March 4, 2025, and the evening’s agenda.” Councilmember Hanover seconded the motion which passed with Hanover, Malmstrom, Mathews, Milbank, and Pitcher in favor. No one opposed.

Mayor and Staff Reports:

Councilmember Hanover

- She had been working with the city’s emergency preparedness committee. They are coming up with a plan. Mayor Wright said he met with Ms. Hanover and Craig Frank from the LDS Church emergency committee. They already have an emergency system in place. The city planned to offer assistance and support to them, rather than duplicating efforts.

Mayor Wright

- He reported that Margie Rycewicz from BRAG had been reaching out with grant opportunities. Neither he nor Recorder Lind had the time to fill out the paperwork that would allow the city to be eligible for upcoming grants. He asked the council members to consider working with Ms. Rycewicz. Councilmember Mathews suggested Janice Skousen, but no one knew if she was around to help. Mayor Wright asked them to think about it and email him.

Councilmember Milbank

- He brought up an email the mayor and council had received from a concerned citizen. One of the things she mentioned was that it was improper to allow staff to make comments at council meetings (referring to Treasurer Jensen at the last meeting). He asked if this really was against the rules. Councilmember Hanover was confused by the comment because she was the one who asked Treasurer Jensen a question at the last meeting. Councilmember Pitcher said he welcomed comments from staff and felt they were knowledgeable and gave good directions. Councilmember Mathews felt the citizen misunderstood what Treasurer Jensen was saying.
- He had started a conversation with Shane Hansen, the sexton at Providence Cemetery. He was also going to meet with their City Manager Ryan Snow about the possibility of opening a walkway between the cemetery and River Heights’ new park. They may ask for compensation for the use of their restroom.

Treasurer Jensen

- She reported success with their request to re-allocate the RAPZ funds they were granted for the new park pavilion this year to pay for finish work and landscaping at the Heber Olson Park Pavilion. Mr. Milbank reported that he had applied for the new park pavilion next year.

91 Public Comment: Brittany Cascio noticed the council was going to discuss an electronic lock for the
92 basement door. She asked if other lock systems had been considered. She explained that she really liked
93 the system she used at her business, which used a number code. It came with an app for programming,
94 and it only cost them \$250. She felt this would also work well for the city building basement and cost a lot
95 less money.

96 PO to Approve Electronic Lock on the City Building Basement Door: Discussion was held on a PO
97 from Beazer Lock and Key, in the amount of \$2,395.47. PWD Nelson informed that it would be the same
98 system they had installed at the old school. The first lock on a building was always more expensive than
99 the additional locks. The plan was to eventually have all the city doors on the same system.

100 Councilmember Malmstrom asked for the cost of the second and subsequent doors. PWD Nelson
101 said it would depend on the specifics of each door. Councilmember Pitcher suggested tabling the decision
102 until they could find out more specifics. Mr. Nelson said every lock would need to work with one master
103 key. He didn't guess a key cylinder would work with the lock Brittany suggested.

104 Sheriff's Report from Sheriff Chad Jensen: Sheriff Jensen supported the key system. Their office
105 was very happy with how their system worked, which was installed by Beazer's.

106 He gave a report on the past year's sheriff's calls and compared the number to the current year.
107 He noted that animal calls had gone down. They were pleased with their new animal facility and said
108 when owners pick up their impounded animal, they are charged a boarding fee before getting their
109 animal back.

110 Sheriff Jensen noted it was time to renew the three-year contract between the City and Sheriff's
111 Department. He proposed a one-year agreement as an addendum to the current contract. He pointed out
112 that they always gave more hours than the contracted amount and planned to continue to do so. He
113 discussed the additional costs in their department, most of which were wage increases. Since raising
114 wages (which were very low), they had been able to keep their turnover rate down. The city was currently
115 contracted at \$52.32/hour, and the new rate would be \$56/hour for 402 hours, which came to a total of
116 \$22,512.00, an increase of \$1,400/yr.

117 Mayor Wright asked why the one-year contract. Sheriff Jensen said he was anticipating some
118 changes in the coming year due to the new Cache County finance director and auditor. After the year was
119 up, he hoped to go back to a three-year contract.

120 Mayor Wright said it sounded fine to him, and he would sign the addendum after the city attorney
121 had reviewed it.

122 Sheriff Jensen informed that the state continued to add more unfunded mandates, however, they
123 would only charge for the patrol hours necessary for the city. They knew there would be more hours
124 donated. He also explained where all their employees were stationed: jail, schools, patrol, etc.

125 Patrol Lieutenant Tim Ramirez spoke toward overall numbers. Their big push had been towards
126 becoming more proactive. Arrests and drug related cases were up. DUI arrests, citations, and crime rates
127 had gone down.

128 Mayor Wright thanked the sheriff, lieutenant, and deputies for their support in River Heights.

129 PWD Nelson reported on his lock findings. The last three locks they had installed were \$750/piece.
130 He reminded that the long-term plan when they started the key system at the old school was as locks
131 needed to be replaced, they would be updated to the system. The same master key system of locks had
132 been in use for 20 years. He knew of some keys that had been lost during that time frame. Typically, they
133 would all be replaced more often than that. Eventually, all the locks would take a card (or fob) and be
programmed for specific locks and times. He was weary of keypads since his experience at the baseball
storage building and the city's restrooms were that they had been destroyed.

135 **Councilmember Milbank moved to “accept the PO to Beazer Lock and Key in the amount of**
136 **\$2,395.47.” Councilmember Hanover seconded the motion, which passed with Hanover, Malmstrom,**
137 **Mathews, Milbank, and Pitcher in favor. No one opposed.**

138 Consider an Ordinance to Adopt Changes to the City Code: Commissioner Malmstrom explained
139 the recommendations from the Planning Commission and answered questions.

140 Commissioner Cooley explained the change from 20 days to 40 days (11-4-1.A.5) allowed the
141 developer more time to reply to the ALUAs comments. As a benefit to the city, a change was made from
142 15 to 30 days for the Planning Commission to respond to a preliminary plat application (11-4-2:C.).

143 Mayor Wright suggested that to be consistent with the rest of the code, numbers should be
144 written out and the numeral in parentheses.

145 **Councilmember Malmstrom moved to “approve Ordinance 1-2025, An Ordinance to Adopt**
146 **Changes to the City Code of River Heights, Utah, with the changes to spell out the numbers, to be**
147 **consistent with the city code.” Councilmember Hanover seconded the motion, which carried with**
148 **Hanover, Malmstrom, Mathews, Milbank, and Pitcher in favor. No one opposed.**

149 Advice and Consent for Appointment of a Planning Commissioner: Mayor Wright asked for advice
150 and consent to replace Cindy Schaub, who had served almost 10 years as a commissioner. He had visited
151 with Susan Rasmussen, who was willing to serve starting May 1. Commissioner Schaub was willing to stay
152 until then.

153 The Council gave their advice and consent to the appointment of Susan Rasmussen to replace
154 Cindy Schaub. The mayor and Councilmembers expressed their gratitude for Ms. Schaub’s diligence and
155 efforts during her time of service.

156 Consider a Resolution to Update Fees: Recorder Lind explained the changes to the fee schedule.
157 Mayor Wright asked for clarification on the storm water fees. PWD Nelson explained that those fees were
158 set by Cache County and reminded that the City had contracted with them to oversee the storm water
159 situation of new development. The yearly fees were incurred during construction only.

160 PWD Nelson and Recorder Lind gave more explanations and answered further questions regarding
161 fee changes.

162 Treasurer Jensen suggested adding an administrative fee of plus 10% on pass-through bills. The
163 mayor and council agreed to the addition.

164 **Councilmember Pitcher moved to “adopt Resolution 1-2025, A Resolution to Update Fees, with**
165 **the addition of a 10% administrative fee on pass-through invoices.” Councilmember Malmstrom**
166 **seconded the motion, which passed with Hanover, Malmstrom, Mathews, Milbank, and Pitcher in**
167 **favor. No one opposed.**

168 Discuss Potentially Modifying the RPUD Ordinance to Allow 55 and Up Developments:
169 Commissioner Cooley explained that a couple commissioners reported having older citizens ask why there
170 was no 55 plus code in River Heights. He acknowledged that there was probably only one property left in
171 the city where it could work – the Weston property on 600 South. He was sent by the Commission to ask
172 the Council if they would consider that type of zone. The Planning Commission was willing to hold a public
173 information meeting to determine if there was enough public interest to make it worth addressing. The
174 Commission suggested making changes to the RPUD ordinance, which would allow smaller lots and an
175 HOA. Would it be worth their time and effort to change the code?

176 Mayor Wright agreed there were residents interested in this type of living, however, there wasn’t
177 an interested developer. Councilmember Hanover asked if they needed to entertain the idea
178 preemptively. The mayor replied that changes to the code take a while, and developers may not want to
179 wait around.

180 Commissioner Cooley felt the RPUD code could be changed easily, because the framework was
181 already there.

182 Councilmember Mathews reminded of their discussion about possibly pulling the RPUD zone from
183 the General Plan.

184 Councilmember Milbank reminded that the Planning Commission took a long time to develop the
185 RPUD code. He suggested removing the Moderate-Income Housing section from the General Plan.
186 Commissioner Cooley informed that the state code required it to be included in the general plan of all
187 cities. River Heights was small enough that they weren't required to report their moderate-income
188 housing statistics. He suggested redesigning the RPUD code to allow 55 plus.

189 Councilmember Mathews felt public input would be great. Councilmember Milbank felt they
190 already knew that the citizens would support it, based on the comments they'd heard already.
191 Commissioner Cooley said the Commission could work on it as they had time. They would do a bunch of
192 research before bringing something to the Council.

193 Councilmember Mathews suggested single homes instead of duplexes. Mayor Wright said there
194 were some nice ones that shared a wall.

195 The Council agreed to have the Planning Commission investigate the idea of a 55 plus zone.
196 Councilmember Malmstrom would report as things progressed.

197 The Council took a few minutes to read through the executive minutes of March 4, 2025.

198 **Councilmember Hanover moved to "approve the executive minutes of March 4, 2025."**

199 **Councilmember Mathews seconded the motion, which passed with Hanover, Malmstrom, Mathews,**
200 **Milbank, and Pitcher in favor. No one opposed.**

201 The meeting adjourned at 8:20p.m.

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Sheila Lind, Recorder

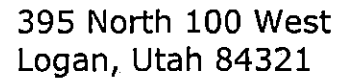
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Blake Wright, Mayor



DATE
2/3/2025

ITEM	DESCRIPTION	QTY	COST	TOTAL
	Basement Entrance			
Ether...	Salto Ethernet Wireless Gateway	1	519.87	519.87
XS4MI...	Salto XS4 Lever	1	1,245.60	1,245.60
Parts	CSA Mortise Cylinder	1	55.00	55.00
Labor	Rekey Masterkey	1	15.00	15.00
Labor	Labor to install levers & program	1	560.00	560.00

	Total	\$2,395.47
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PURCHASE ORDER

River Heights City Corporation 520 South 500 East River Heights, Utah 84321 (435) 752-2646				Office Use - Purchase Order No: _____ Office Use - Purchase Order Date: _____ Ship To: <u>Clayten Nelson</u> <u>520 South 500 East</u> <u>River Heights, Utah 84321</u> <u>435-213-6948</u>	
Vendor : <u>Beazer Lock & Key</u> <u>395 N 100 W</u> <u>Logan, Utah 84321</u> Vendor Contact, Phone, Email: _____				statecontracts.ut.gov Above state website has been checked: Yes No Is an official P.O. Required by Vendor: Yes No Please attach any supporting quotes or data to this requisition. Requesting Council Member: _____	

Item	Quantity	GL #	Description	Unit Price	Total
Ether	1		Salto Ethernet Wireless Gateway	\$ 519.87	\$ 519.87
XS4MI	1		Salto XS4 Lever	\$ 1,245.60	\$ 1,245.60
Parts	1		CSA Mortise Cylinder	\$ 55.00	\$ 55.00
Labor	1		Labor to install lever & program	\$ 560.00	\$ 560.00
Labor	1		Rekey Masterkey	\$ 15.00	\$ 15.00
Vendor Please include P.O. # on all invoices				Subtotal	\$ 2,395.47
River Heights City Corporation Tax I.D. No. 87-028929-7				Shipping/Other	
				TOTAL	\$ 2,395.47

<u>Mayor Signature/Council Mtg. Approval</u>	<u>Date</u>
<u>Treasurer Processed Signature</u>	<u>Date</u>



CACHE COUNTY SHERIFF'S OFFICE

D. CHAD JENSEN, SHERIFF

Doyle Peck, Lieutenant

Mikelshan Bartschi, Lieutenant

Roy Hall, Lieutenant

Candice Hatch, Lieutenant

Timothy Ramirez, Lieutenant

EMPATHY

FAIRNESS

INTEGRITY

PROFESSIONALISM

RESPECT

RESPONSIBILITY

TRUSTWORTHINESS

March 5, 2025

Dear Mayor Wright,

As we approach the annual discussion regarding our patrol contracts, I want to highlight the importance of this moment. Our current three-year budget cycle expires at the end of June, and this presents an opportunity for us to make meaningful adjustments.

Over the past three years, we have focused on increasing the hours provided in our contracts to better reflect the actual service delivered. This effort has successfully aligned both parties, but now I believe it's essential we also address the hourly rate, which has unfortunately remained stagnant for several years.

In the last five years, we have made significant investments in staffing to meet the growing needs of our community and stay competitive with other agencies in the state. This proactive approach has helped minimize turnover—something many agencies continue to struggle with.

The next step is to adjust the hourly rate, which has not been updated in several years as we concentrated on increasing hours. Given the staff increases we've made to keep up with demands, an adjustment to our rates is essential. This change will help maintain the low turnover rate we have successfully achieved compared to other agencies.

For the upcoming contract, I propose a one-year agreement that includes a necessary increase in the hourly rate. This will give me the necessary time to address some of the issues Cache County is facing with the new finance director and auditor.

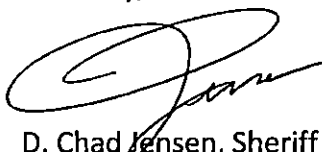
Regardless of the situation in the valley and the county, I greatly appreciate the relationships I have with all the mayors, councils, and office staff in our city and towns. I look forward to our discussions in the coming weeks at your council meetings. Please feel free to call me directly with any questions or concerns. My cell phone number is 435-757-5850.

City: River Heights **Hours:** 402
New Contract Amount: \$22,512.00

Old Rate: \$52.35

New Rate: \$56.00

Sincerely,



D. Chad Jensen, Sheriff



CACHE COUNTY SHERIFF'S OFFICE

D. CHAD JENSEN, SHERIFF

Doyle Peck, Lieutenant

Mikelshan Bartschi, Lieutenant

Roy Hall, Lieutenant

Candice Hatch, Lieutenant

Timothy Ramirez, Lieutenant

EMPATHY

FAIRNESS

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March 4, 2025

Mayor Jason Thompson
River Heights City
520 South 500 East
River Heights, UT 84321

Dear Mayor Thompson,

Following is the summary report reflecting law enforcement activity in your city during the previous month (highlighted in yellow), which also includes the following graphs: **Total Hours**, showing a breakdown of the total hours for the month, and **Total Hours per Shift**. We've also included graphs for **incidents**, **citations**, and **warnings** responded to or issued. **Animal Control** statistics have been calculated separately (except for law incidents – animal control incidents are included in the total number of incidents on the main report) and will be included in this report.

PATROL HOURS-LAW INCIDENTS-TRAFFIC VIOLATIONS AND WARNINGS

2024-2025	Total Patrol	Total Hours by Shift			Law Incidents	Traffic Violations	Warnings
		Days	Swings	Graves			
JUL	53.04	15.00	28.37	9.67	31	5	1
AUG	79.70	18.70	45.25	15.75	36	2	1
SEP	38.92	16.17	18.17	4.58	26	7	8
OCT	43.00	22.42	14.08	6.50	33	2	5
NOV	58.00	15.92	28.00	14.08	32	3	5
DEC	24.49	9.08	10.83	4.58	19	3	6
JAN	36.92	21.17	11.25	4.50	24	5	7
FEB	44.84	13.42	25.92	5.50	32	2	2
MAR	0.00	0.00	0.00	0.00	0	0	0
APR	0.00	0.00	0.00	0.00	0	0	0
MAY	0.00	0.00	0.00	0.00	0	0	0
JUN	0.00	0.00	0.00	0.00	0	0	0
Grand Total	378.91	131.88	181.87	65.16	233	29	35

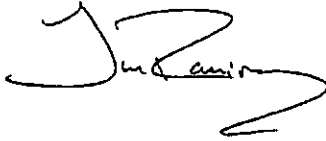
ANIMAL CONTROL HOURS

2023-2024	Total AC Hours	Total Animal Control Hours by		
		Days	Swings	Graves
JUL	17.75	12.25	5.50	0.00
AUG	18.25	2.25	16.00	0.00
SEP	18.00	5.50	11.50	1.00
OCT	20.50	11.50	9.00	0.00
NOV	10.00	5.00	5.00	0.00
DEC	15.25	8.25	7.00	0.00
JAN	24.75	8.75	16.00	0.00
FEB	10.50	2.50	8.00	0.00
MAR	0.00	0.00	0.00	0.00
APR	0.00	0.00	0.00	0.00
MAY	0.00	0.00	0.00	0.00
JUN	0.00	0.00	0.00	0.00
AC Total	135.00	56.00	78.00	1.00

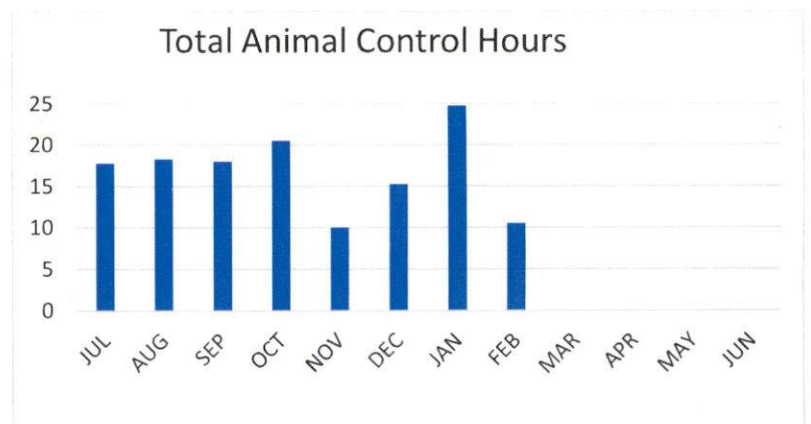
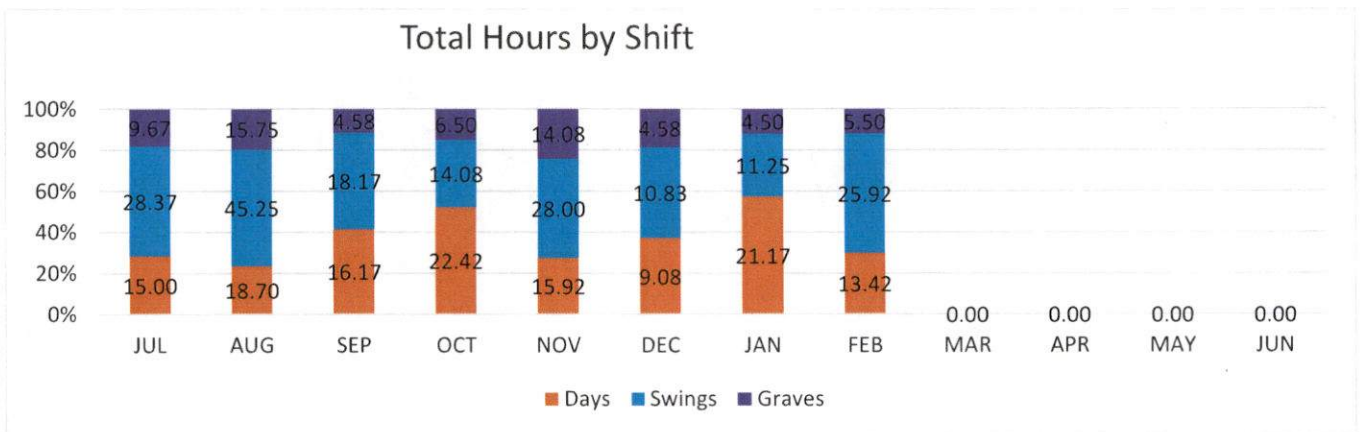
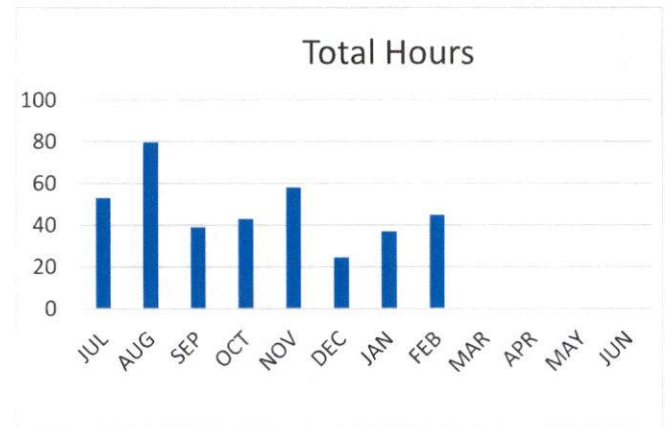
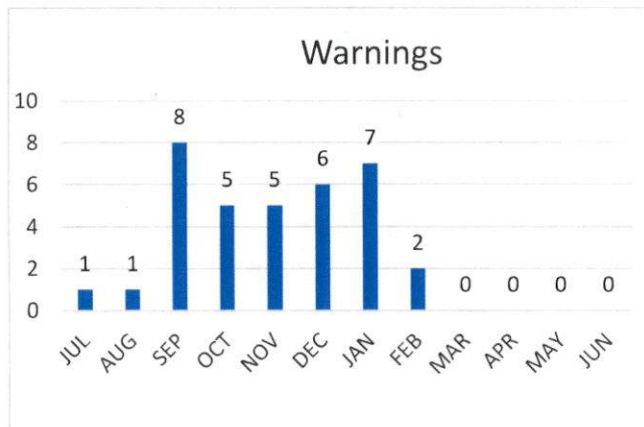
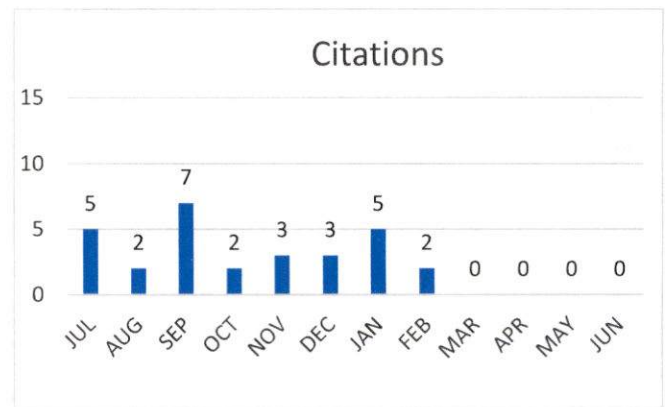
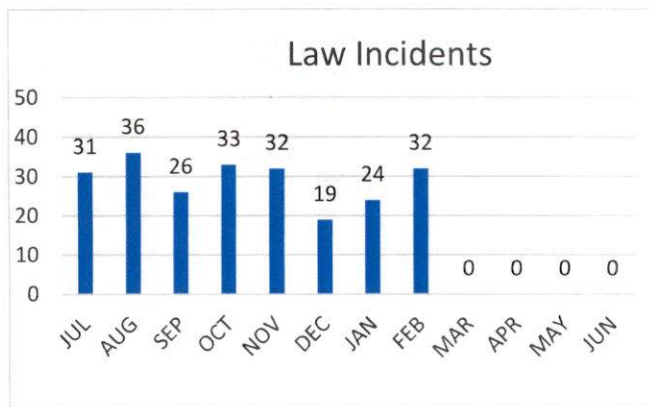
If you have any questions, please don't hesitate to call me at 755-1000. We feel it is very important to answer any questions you have.

Sincerely,

D. Chad Jensen, Sheriff

A handwritten signature in black ink, appearing to read "Tim Ramirez". The signature is stylized with a large, sweeping "T" and "R".

Tim Ramirez, Lieutenant
Cache County Sheriff's Office
/cm



ADDENDUM TO INTERLOCAL AGREEMENT BETWEEN
CACHE COUNTY
AND
River Heights City
FOR
LAW ENFORCEMENT SERVICES

This Addendum is made and entered into this 20th day of March, 2025, by and between Cache County, a body corporate and politic of the State of Utah, hereinafter referred to as the "COUNTY," and River Heights City, a municipal corporation of the State of Utah, hereinafter referred to as the "CITY."

WHEREAS, the COUNTY and the CITY have entered into an agreement pursuant to Sections 11-13-101 to -608, Utah Code Annotated, 1953, as amended, commonly referred to as the Interlocal Cooperation Act, for the provision of law enforcement services; and

WHEREAS, the parties desire to amend the agreement to reflect a change in the hourly rate of service, and the dates of service while keeping all other provisions unchanged;

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

1. The effective date of this Addendum shall be from July 1, 2025, through June 30, 2026.
2. The hourly rate for law enforcement services provided under the agreement shall be increased from \$52.35 per hour to \$56.00 per hour.
3. The contracted number of hours for services shall remain the same as stated in the original agreement.
4. All other terms and conditions of the original agreement between the parties shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Addendum to be executed by their duly authorized representatives as of the day and year first above written.

City: River Heights **Hours:** 402
New Contract Amount: \$22,512.00

Old Rate: \$52.35

New Rate: \$56.00

Ordinance 1-2025

AN ORDINANCE TO ADOPT CHANGES TO THE CITY CODE OF RIVER HEIGHTS, UTAH

The River Heights City Planning Commission held a duly noticed public hearing on Tuesday, March 11, 2025, after which, the River Heights City Council adopted the following changes to the River Heights City Code.

10-3-4 DEVELOPMENT REVIEW COMMITTEE

- B. The DRC is comprised of the following members: city attorney, public works director, city engineer, planning commission chair, and citizen planner with demonstrated experience, education, certification and knowledge in city and land use planning. These individuals are to provide their respective expertise in the technical and policy requirements and standards regarding development applications subject to the development review provisions of this title and other city ordinances. The mayor shall nominate and appoint a citizen planner and a chairperson of the DRC with the advice and consent of the City Council.

10-11-6:G. Allowed Uses Specific to 420 S 500 E

7. Daycare/preschool

11-2-1 DEFINITIONS

Development Review Committee (DRC)

The administrative land use authority responsible for receiving, reviewing and considering final plat and minor subdivision applications. If all requirements and standards are met, the DRC shall issue final plat approval. The committee is comprised of the city attorney, public works director, city engineer, planning commission chair, and a citizen planner with demonstrated experience, education, certification and knowledge in city planning and land use planning. These individuals are to provide their respective expertise in the technical and policy requirements and standards regarding development applications subject to the development review provisions of this title and other city ordinances.

11-4-1.A.5 Review Cycle, Exceptions

- b. Additional Time for Review. If the applicant does not submit a revised plan within ~~twenty~~ ^{forty} (20) ~~40~~ business days after notification by the ALUA that a modification or correction is required, the ALUA shall have an additional ~~twenty~~ ^{forty} (20) ~~40~~ business days to respond.

11-4-2: PRELIMINARY PLAT

- B. Preliminary Subdivision Application Approval: The planning commission shall act as the ALUA that receives, reviews, considers and issues its approval of preliminary plat subdivisions applications.
- C. The planning commission shall review the preliminary plat and may visit the site of the proposed subdivision if deemed appropriate. The applicant must submit the application within ^{sixteen} (16) business days prior to a scheduled planning commission meeting. The planning commission must review the subdivision application within ^{thirty} ~~15~~ (30) business days from the date a complete application has been received.

11-4-3-C. The Review Cycle is Capped

2. The DRC shall complete a review of the plat within ^{forty} ~~twenty~~ 20 (40) business days per review cycle after it is submitted for review. If the final plat complies, the city engineer shall sign the plat in the appropriate signature block. If the final plat or the construction plans do not comply, they shall be returned to the developer with comment.

11-5-2: PROCEDURE FOR APPROVAL

- B. The Review Cycle is Capped. A maximum of three review cycles is permitted for determination of final approval. The DRC must complete each review cycle within ^{thirty} 20 (30) business days following submittal and acceptance of the original application, and ^{thirty} ~~20~~ (30) days for each subsequent review cycle as applicable.

11-5-4: REQUIRED IMPROVEMENTS (minor subdivisions)

- D. Street Improvements. Streets which are interior and/or act as ingress/egress to minor subdivisions shall have a minimum width of twenty-two feet (22') paved with six and one-half foot (6 1/2') graveled shoulders on each side, and a thirty five foot (35') right of way. For private lanes refer to 11-6-4:A.2.

Adopted and effective this 18th day of March 2025.

Blake Wright, Mayor

Attest:

Sheila Lind, Recorder

Resolution No. 1-2025
A RESOLUTION TO UPDATE FEES

BE IT RESOLVED BY THE MUNICIPAL COUNCIL OF THE CITY OF RIVER HEIGHTS, UTAH THAT: The revised fee schedule is hereby adopted and shall be in effect as of March 18th 2025.

ZONING CLEARANCE PERMIT

DECK	50.00
COVERING (deck/patio/porch)	35.00
SHED: Fee per building	<u>50.00</u>
Under 50 square feet no ZCP required	N/C
Up to 110 square feet	35.00
Up to 150 square feet	75.00
Over 150 square feet	100.00
GARAGE (Building used to store vehicles)	130.00
CARPORTS (temporary and permanent)	50.00
ADDITION TO HOUSE	150.00
HOUSE	200.00
COMMERCIAL BUILDING	200.00
SIGNS (FLAT, SUBDIVISION, WALL, ETC)	35.00
SOLAR PANELS	35.00

CONDITIONAL USE PERMIT ~~100.00~~ 150.00

FLAG LOT 150.00

MINOR SUBDIVISION

Sketch Plan Pre-Application Meeting	200.00 <u>400.00</u> (applied to DRC fees)
Final Plat DRC Meeting	400.00 <u>1,500.00</u>

SUBDIVISION/PUD

Pre-Application Meeting	400.00 (applied to ALUA fees)
Concept Plan (all Developments)	500.00
Preliminary Plat (10 or less lots) ALUA Meeting (all developments)	1,500.00 <u>500.00</u>
Preliminary Plat (11 or more lots)	3,000.00
Final Plat DRC Review (10 or less lots)	500.00 <u>1,500.00</u>
Final Plat DRC Review (11 or more lots)	800.00 <u>3,000.00</u>

COMMERCIAL/COMMERCIAL PARKING LOT DEVELOPMENT

Preliminary Layout and Design Review	200.00
Final Layout Submittal	400.00

SEAL COAT (subdivision/commercial) 2018 \$0.54/sq ft

Includes joint seal and preparation

PETITION FOR ANNEXATION 850.00 plus costs

PETITION FOR ZONE CHANGE 300.00 plus costs

PETITION FOR BOUNDARY CHANGE 150.00 plus costs

APPLICATION TO APPEALS AUTHORITY 150.00 plus costs

RIGHT-OF-WAY EXCAVATION PERMIT 650.00 (600 is refundable)

WATER HOOK-UP 1,500.00

SEWER HOOK-UP

Improved	1,200.00
Unimproved	1,700.00

STORMWATER (required for all developments)

SWPPP Review	<u>200.00</u>
Single Family Home	600 + \$100 SWPPP Review Fee
Multi-Family Complex	800/Complex + \$200 SWPPP

1 – 10 Lot Subdivision	1,000/Year + \$200 SWPPP
11 – 20 Lot Subdivision	1,200/Year + \$200 SWPPP
21+ Lot Subdivision	1,400/Year + \$200 SWPPP

UTILITY FEES

Deposit	100.00 <u>200.00</u>
Late fee	1.5%/mo (18% annual)
Shut Off Notice Delivery	20.00
Reconnect Water (M-F, 9am-4pm)	25.00 <u>30.00</u>
Additional Reconnect After Hours	25.00 <u>50.00</u>
Failure to Have Meter Accessible	50.00/mo until resolved

BUSINESS LICENSE FEES

Commercial (less than 10,000 sqft)	150.00
Commercial (10,000 sqft or more)	250.00
Home Occupation (if impact on neighborhood)	50.00
Renew	40.00
Home Occupation (fire inspection required)	80.00
Renew	60.00
Late fee (after January 31)	30.00
Solicitor (original applicant)	50.00
Additional applicants	25.00

TEMPORARY USE FEE

25.00

DOG FEES (No card fees charged)

License	
Spayed/Neutered	15.00
Otherwise	25.00
Late (per month after March 1)	10.00
Kennel License	25.00
Impound	35.00

RENTALS (No card fees charged)

City Building (residents only) – first 5 <u>3</u> hours	100.00
Additional hours	25.00/hr <u>30.00/hr</u>
Deposit	200.00
Pavilion – resident	25.00
Pavilion – non-resident	50.00
Deposit	50.00
Inflatable Use in Parks	50.00

BOUNCED CHECK

up to \$30.00

UTILITY ADMINISTRATIVE FEE

PASS through Administrative Fee 2.00
10%

UPDATED, PASSED and EFFECTIVE THIS 18th DAY OF MARCH 2025, BY THE RIVER HEIGHTS MUNICIPAL COUNCIL, STATE OF UTAH.

Blake Wright, Mayor

ATTEST:

Sheila Lind, Recorder