Minutes of November 19, 2025, Administrative Review Hearing, held in the Weber County Planning Division Office, 2380 Washington Blvd., Suite 240, Ogden UT, commencing at 2:00 p.m.

Staff Present: Rick Grover, Planning Director; Felix Lleverino, Planner ll; Marta Borchert, Secretary

1. Minutes: September 4, 2025: Approved as presented.

2. Administrative Items

2.1 UVS090325: Consideration and action on a request for approval of Smith Creek Subdivision, a two-lot subdivision located at 1320 South Old Snowbasin Road.
Staff Presenter: Felix Lleverino

Felix Lleverino presented the proposal for the Smith Creek Subdivision, a two-lot subdivision located in the FV-3 (Forest Valley-3) Zone near Old Snowbasin Road in the Ogden Valley. He explained that the subdivision was being created from a larger parcel and that both proposed lots exceeded the minimum three-acre lot size requirement and the minimum lot width requirement of 150 feet.

Mr. Lleverino stated that the property contains sloped terrain and that the application included a geologic and geotechnical study. The study identified buildable areas on the plat and established recommendations for future construction. He explained that all development would be required to remain within the designated buildable areas. He further noted that the average slope within the buildable areas did not exceed the County's 25 percent maximum slope requirement and that the areas were sufficiently sized to accommodate the required 45-foot by 45-foot building envelope.

Mr. Lleverino stated that culinary water service would be provided by Lakeview Water Corporation, which allows both indoor and outdoor watering. Wastewater service would be provided by Little Mountain Sewer Company.

He also reviewed natural hazard and sensitive land considerations associated with the property. The property is located within a Drinking Water Source Protection Zone 3 area; however, the proposed residential use does not conflict with the source protection standards. Mr. Lleverino additionally noted that Smith Creek, a seasonal stream, traverses the property. The subdivision plat demonstrates compliance with the required 50-foot setback from the high-water mark by providing a 53-foot setback on each side of the stream centerline. He noted that the surveyor would verify the adequacy of those setbacks prior to recording.

Based on the zoning review and applicable subdivision requirements, staff recommended approval of the subdivision subject to the conditions and findings contained within the staff report.

Director Grover asked whether the applicant wished to make any comments. No comments were made.

Director Grover stated that he was satisfied with the proposed conditions and findings. He approved the Smith Creek Subdivision subject to the conditions and findings outlined in the staff report.

2.2 LVW062625: Consideration and action on a request for final subdivision approval of the Winston Park Subdivision Phases 2. A 29-lot single-family development accessed from 1800 South and Chalgrove streets.
Staff Presenter: Felix Lleverino

Felix Lleverino presented the request for final approval of Winston Park Subdivision Phase 2, consisting of 29 single-family residential lots on approximately 11.3 acres. He explained that the subdivision is a continuation of the previously approved Winston Park development. The property had originally been approved as part of a PRUD cluster subdivision with designated open space; however,

following a rezone approved by the Weber County Commission on August 20, 2024, the property was rezoned to the R1-15 Zone and could now be developed under the standards of that zone.

Mr. Lleverino noted that two of the proposed lots were reconfigured from Phase 1 to accommodate roadway improvements connecting the phases. He stated that the Planning Commission granted preliminary approval for Phases 2 and 3 on April 22, 2025, subject to conditions identified in the staff report.

Mr. Lleverino reviewed utility service requirements for the subdivision. Culinary water would be provided through Taylor-West Weber Water District. He stated that discussions had occurred with Ryan Rogers regarding remaining requirements necessary before the district would sign the subdivision plat and issue a final will-serve letter. These requirements included payment of remaining fees and escrow of funds related to concrete collars associated with water line infrastructure.

Wade Ramsey, representing the applicant, clarified that bonding for the concrete collars had already been submitted and reviewed by County Engineering staff.

Director Grover asked whether the water district was comfortable with the project proceeding to final approval. Mr. Lleverino confirmed that they were, provided the remaining items were addressed prior to recording.

Mr. Lleverino also stated that a final will-serve letter for secondary pressurized irrigation water from Hooper Irrigation Company would be required prior to recording the plat.

Director Grover asked about the status of annexation into the Central Weber Sewer Improvement District. Mr. Lleverino responded that annexation for the area had already been completed and no additional condition was necessary.

Mr. Lleverino reviewed the geotechnical study submitted with the application. He explained that the development area is not located within a mapped geologic hazard area and does not contain steep slopes. He acknowledged that fill material had been brought onto portions of the site due to low-lying conditions susceptible to flooding and ponding. He noted that additional geotechnical analysis or compaction studies could be required by the County Engineer if concerns arise during development of individual lots.

Mr. Lleverino further explained that the subdivision is governed by a development agreement that requires several improvements prior to recording. Those requirements include dedication of a pathway connection from Phase 1 to Taylor Landing. He clarified that the development agreement requires dedication of the right-of-way for the pathway rather than construction of the trail itself, and that the dedication had already been completed.

The development agreement also requires submission of a landscape plan and installation of street trees at intervals of approximately every 60 feet. Mr. Lleverino stated that the submitted landscape plan satisfied those requirements.

Director Grover asked about Planning Commission Condition No. 8, which required landscaping and parking details within the drainage easement area west of the duplexes. Mr. Lleverino stated that the requirement pertained to the detention basin area associated with Phase 3 and did not apply to Phase 2. Mr. Ramsey confirmed that the condition related to Phase 3 and an emergency access area requested by the Fire Department.

Director Grover stated that he wanted to ensure all Planning Commission conditions were being addressed.

Mr. Lleverino also stated that the development agreement requires contributions toward parks and open space prior to recording. He noted that the developer would be required to escrow funds for installation of trees in Phase 2 and turf grass within the detention basin area. Staff had already reviewed and approved the submitted landscaping cost estimate.

Mr. Lleverino concluded by stating that staff recommended final approval of Winston Park Phase 2, subject to the eight conditions outlined in the staff report.

Director Grover allowed public comment from Dan Patton, a resident of Winston Park Phase 1.

ADMINISTRATIVE REVIEW

Mr. Patton stated that residents had concerns regarding the condition and functionality of the community mailboxes, drainage issues within the park area, weeds within the hydroseeded landscaping, and streetlights that had not yet been activated. He stated that portions of the park flood during heavy rain events and expressed concern regarding the adequacy of the installed drainage pipe. He further stated that several residents had contacted the HOA and developer regarding these concerns but felt they had received limited response.

Director Grover asked whether street lighting had been part of the original approval.

Mr. Ramsey stated that the streetlights were included as part of the PRUD approval and had already been installed. He explained that one streetlight had to be temporarily removed during construction of the road connection between Phases 1 and 2, which delayed activation of the lights. He stated that the HOA had been notified of the issue in May and again on September 11, and that the lights were now ready to be activated.

Regarding landscaping concerns, Mr. Ramsey explained that weeds commonly emerge during the initial hydroseeding process and that the developer intended to treat the broadleaf weeds in the spring after ensuring adequate irrigation water was available. He offered to meet with residents and the landscaper to discuss the issue further.

Mr. Ramsey also addressed the drainage concerns within the park area. He stated that the developer voluntarily installed a land drain system and had been working to improve grading and filtration around the drain inlet. He noted that rocks were being added around the inlet area to reduce sediment and debris buildup and stated that the drainage system appeared to be functioning appropriately when unobstructed.

Concerning the mailboxes, Mr. Ramsey stated that the developer had not been informed of specific functionality problems beyond issues related to mail delivery by the postal service. He indicated that the mailbox units included new locks and keys and stated that the developer would address any identified defects or operational issues.

Mr. Patton responded that residents had contacted the local postmaster and that one mailbox unit had reportedly been left open because the carrier could not properly secure it.

Mr. Ramsey stated that the developer would inspect and address any malfunctioning mailbox components.

Director Grover asked whether there were any additional comments from staff or the applicant. None were made.

Director Grover approved Winston Park Subdivision Phase 2 subject to Conditions 1 through 8 outlined in the staff report, with the addition of the following conditions:

1. All drainage pipes shall meet County Engineering requirements.
2. Lighting shall comply with PRUD requirements.
3. Mailboxes shall be installed and fully functional.

The approval was based upon the findings outlined in the staff report.

Adjournment 2:25pm
Respectfully Submitted,
Marta Borchert