5:30 p.m. – Work Session (City Council Conference Room)
No motions or decisions will be considered during this session, which is open to the public.

6:00 p.m. – Council Meeting (Council Chambers)

A. Welcome & Roll Call

B. Pledge of Allegiance

C. Moment of Silence

D. Public Comment
   (This is an opportunity to address the City Council regarding your concerns or ideas. No action will be taken during public comment. Please try to limit your comments to three minutes.)

E. Presentations and Reports
   1. Mayor’s Report
      a. Outstanding Citizen Award – David Gailey

F. Consent Items
   1. Consideration/Review of meeting minutes from:
      December 18, 2018 City Council Work Session
      December 18, 2018 City Council Regular Session
      January 15, 2019 City Council Work Session
      January 15, 2019 City Council Regular Meeting

   2. Consideration of Planning Commission Appointment(s) to serve a 4-year term from February 2019 to January 2023.

G. Action Items
   1. Consideration of Resolution 2019-03, amending the online PTIF (Public Treasurers Investment Fund) account management platform
      Presenter: Cody Cardon, Business Administrator

   2. Consideration of Final Site Plan Approval for Quick Quack Car Wash, located approximately 697 West Riverdale Road, Riverdale, Utah 84405; requested by QQ Utah 3, LLC
      Presented by: Mike Eggett, Community Development Director

H. Discretionary Items

I. Adjournment

In compliance with the Americans with Disabilities Act, persons in need of special accommodation should contact the City Offices (801) 394-5541 at least 48 hours in advance of the meeting.

Certificate of Posting
The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Riverdale City limits on this 1st day of February, 2019 at the following locations: 1) Riverdale City Hall Noticing Board 2) Riverdale City website at http://www.riverdalecity.com/ 3) the Public Notice Website: http://www.utah.gov/pmn/index.html and 4) A copy was also provided to the Standard-Examiner.

Jackie Manning
Riverdale City Recorder
AGENDA ITEM:  F

SUBJECT: Consideration to approve meeting minutes.

PRESENTER: Jackie Manning, City Recorder

INFORMATION:  

a. December 18, 2018 City Council Work Session

b. December 18, 2018 City Council Regular Meeting

c. January 15, 2019 City Council Work Session

d. January 15, 2019 City Council Regular Meeting

BACK TO AGENDA
Minutes of the Work Session of the Riverdale City Council & RDA Tuesday, December 18, 2018 at 5:30 p.m., at the Civic Center in the Administrative Offices, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present:          City Council:          Norm Searle, Mayor
                  Brent Ellis, Councilmember
                  Alan Arnold, Councilmember
                  Cody Hansen, Councilmember
                  Bart Stevens, Councilmember

                  City Employees: Rodger Worthen, City Administrator
                  Steve Brooks, City Attorney
                  Scott Brenkman, Police Chief
                  Mike Eggett, Community Development
                  Jackie Manning, City Recorder

                  Excused: Rodger Worthen, City Administrator
                  Braden Mitchell, Councilmember

CITY COUNCIL AGENDA

The Work Session meeting began 5:30 p.m. Mayor Searle welcomed the Council Members stating for the record that all were in attendance with the exception of Rodger Worthen, the City Administrator and Councilmember Braden Mitchell, who were both excused. It was noted Councilmember Mitchell could potentially arrive in time for the regular meeting.

Public Comment:
There were no known public comments.

Presentations and Reports:
Mayor Searle stated he will give his full report during the regular portion of the meeting. Mayor Searle invited comments and questions regarding the administration report, to which there were none.

Consent Items:
Mayor Searle invited any corrections or comments for the work session and regular meeting minutes for the City Council Meeting held on December 4, 2018. There were no requested changes.

Mayor Searle invited discussion regarding the second consent item, notification and update regarding the prosecuting software. Steve Brooks, the City Attorney, explained there was no cost for this software as it was purchased with grant funds. The only obligation to the city with acquiring this software will be for staff to attend training. This program syncs with the police department software. Funds for this software will be good for the next 5 years, at which point other funding options will need to be explored.

Action Items:
Mayor Searle invited discussion regarding the first action item, consideration of Resolution 2018-28, amendment to the General Plan, located within the housing policies section. Mike Eggett in Community Development, summarized the executive summary and invited questions. Councilmember Hansen noted the data within the report was collected from 2016 or earlier and asked why there wasn’t more current data listed. Mr. Eggett explained this data is the most current data available from the Census Bureau.

Discretionary:
There was a brief discussion regarding the land use study currently being conducted by Hill Air Force Base (HAFB) to help mitigate the local impact to surrounding cities in anticipation of the future job growth at HAFB. There was a brief discussion regarding Riverdale City Boundaries with an emphasis on Falcon Hill, located within HAFB.

RDA AGENDA Items

Consent Items:
Mayor Searle invited discussion or corrections to the meeting minutes for the RDA Meeting that was held on November 20, 2018. There were no requested changes. There was no discussion regarding the annual meeting calendar.

Discretionary Items:
There were no RDA discretionary items.

Adjournment:
Having no further business to discuss the Council adjourned at 5:48 p.m. to convene into their Regular City Council Meeting.
Minutes of the Regular Meeting of the Riverdale City Council held Tuesday, December 18, 2018, at 6:00 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present: City Council:

Norm Searle, Mayor
Brent Ellis, Councilmember
Alan Arnold, Councilmember
Cody Hansen, Councilmember
Bart Stevens, Councilmember

City Employees:

Steve Brooks, City Attorney
Mike Eggett, Community Development
Scott Brenkman, Police Chief
Jackie Manning, City Recorder

Excused:

Rodger Worthen, City Administrator
Braden Mitchell, Councilmember

Visitors:

Dave Leahy
Chuck Kerkvliet

A. Welcome & Roll Call

The City Council meeting began at 6:00 p.m. Mayor Searle called the meeting to order and welcomed all in attendance, then excused Rodger Worthen, the City Administrator, and Councilmember Mitchell from tonight’s meeting.

B. Pledge of Allegiance

Mayor Searle invited Councilmember Stevens to lead the Pledge of Allegiance.

C. Moment of Silence

Mayor Searle called for a moment of silence and asked everyone to remember our police officers, fire fighters, U.S. Military service members, and members of the City Council as they make decisions this evening.

D. Public Comment

Mayor Searle invited any member of the public with questions or concerns to address the Council and asked that they keep their comments to approximately three minutes. No action will be taken during public comment. There were no public comments.

E. Presentations and Reports

1. Mayors Report

Mayor Searle reported the central weber sewer district will be increasing their sewer fees by 2 percent in the upcoming year.

2. City Administration Report

The city administration report outlines staff anniversaries, full time employee (fte) allocation, community development (i.e. new businesses coming into the community or existing business remodels), individual staff monthly progress reports, and the condition of the treasury. It was noted Jared Hawkes has 10 years of service to the city.

F. Consent Items

1. Consideration to approve the City Council meeting minutes from: December 4, 2018 Work Session and Regular Session.

Mayor Searle invited any corrections or comments regarding the above referenced meeting minutes. There were no requested changes.

2. Notification and update regarding the prosecuting software.

Mr. Brooks explained the prosecuting software was purchased with grant funds. This software is at no cost to the city for the next 5 years. This software syncs with police software making it easier for prosecutors to obtain the information they need. The only obligation for this software will be for staff to attend trainings. At the end of 5 years if no grants can be
obtained. Mr. Brooks will present funding options to the city council. Councilmember Stevens asked if other municipalities use this system. Mr. Brooks was unsure. There was a brief discussion regarding the available software various municipalities use for their police and court departments.

**MOTION:** Councilmember Ellis moved to approve the consent items as proposed. Councilmember Stevens seconded the motion. There was not any discussion regarding this motion. The motion passed unanimously in favor.

### G. Action Items

1. **Consideration of Resolution 2018-28, amendment to the General Plan, located within the housing policies section.**

   Mike Eggett, in Community Development, summarized the executive summary which explained:

   Per State Code requirements, Riverdale City is expected to prepare a five-year update to the Housing Policies (Element) of the Riverdale General Plan. The last time this component was updated was over five years ago and, for this reason, we are required to review and then officially update this component in the General Plan with new statistical data and other information currently applicable to the Riverdale community. The State requires that these policies be reviewed and approved with a resolution supporting updated changes to community housing policies found within the General Plan.

   The proposed updated language is attached in order to allow for a review of these proposed amendments to Housing Policies of the General Plan. Any proposed amendments to the General Plan require a public hearing to be held. A public hearing was appropriately noticed, according to State Code, and copies of this notice are found within your packet. A public hearing was held before the Planning Commission on December 11, 2018 and no comments were provided by members of the public. Following review and discussion of the proposed amendments, the Planning Commission approved a favorable motion to recommend City Council approval of the attached language amendment for the Housing Policies section of the General Plan.

   Following review and discussion of this matter, the City Council may make a motion to approve the proposed General Plan changes to the Housing Policies section, approve the proposed language with any proposed changes to the updated language, table the matter to allow for additional future discussion, or not approve the proposed General Plan language changes as provided herein, with sufficient findings of fact noted to justify the decision.

   Should this matter receive an approval of the resolution by City Council, the updated Housing Policies section of the General Plan would be forwarded to the Utah State Housing and Community Development department along with the resolution reflecting approval of these proposed amendments.

   **Title 10 Ordinance Guidelines (Code Reference)**

   This General Plan amendment review is regulated under City Code 10-1 “General”, specifically 10-1-5 “Changes and Amendments”, and the Utah State Code Annotated 10-9a-400 series of codes.

   Changes made to the Housing Policies of the General Plan were made in conjunction with updated data that was provided by the Utah State Housing and Community Development Department and the U.S. Census Bureau databases. These updated statistics were utilized in the updated biennial moderate income housing report that has been already submitted to the Utah State Housing and Community Development Department and hereafter has been asked by this Department.

   For the City Council’s convenience, City Staff has provided the previous version of the Housing Policies section of the General Plan and an amended completed version of the Housing Policies section of the General Plan.

   Following review and discussion of this matter, the City Council may make a motion to approve the proposed General Plan changes to the Housing Policies section, approve the proposed language with any proposed changes to the updated language, table the matter to allow for additional future discussion, or not approve the proposed General Plan language changes as provided herein, with sufficient findings of fact noted to justify the decision.

   **General Plan Guidance (Section Reference)**

   The Housing Policies section of the General Plan is being proposed for amendment to fulfill Utah State Moderate Income Housing reporting requirements.

   There were no questions regarding this item.

   **MOTION:** Councilmember Arnold moved to approve Resolution 2018-28, amendment to the General Plan, located within the housing policies section. Councilmember Hansen seconded the motion.
Mayor Searle invited discussion regarding the motion. There was not a discussion.

**ROLL CALL VOTE:** Councilmembers Arnold, Hansen, Stevens and Ellis all voted in favor of the motion.

H. **Discretionary Items**

There were no discretionary items.

I. **Adjournment.**

**MOTION:** Having no further business to discuss, Councilmember Arnold made a motion to adjourn. The motion was seconded by Councilmember Ellis; all voted in favor. The meeting was adjourned at 6:12 p.m.

Norm Searle, Mayor

Jackie Manning, City Recorder

Date Approved:
Minutes of the Work Session of the Riverdale City Council held Tuesday, January 15, 2019, at 5:30 p.m., at the Civic Center in the Administrative Offices, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present:  
City Council:  
Norm Searle, Mayor  
Braden Mitchell, Councilmember  
Brent Ellis, Councilmember  
Alan Arnold, Councilmember- via conference call  
Cody Hansen, Councilmember  
Bart Stevens, Councilmember  

City Employees:  
Rodger Worthen, City Administrator  
Steve Brooks, City Attorney  
Shawn Douglas, Public Works Director  
Jackie Manning, City Recorder  

The City Council Work Session meeting began at 5:32 p.m. Mayor Searle welcomed all in attendance and noted for the record that Councilmember Arnold was participating via conference call.

Public Comment:  
There were no known public comments.

Presentations and Reports:  
Mayor Searle stated the class officers from Bonneville High School will be present to request funding for their annual senior class party. It was noted this annual request was included in the approved budget for the fiscal year.

There was a brief discussion regarding the city administration report, with regard to the meeting between South Weber and Riverdale for paramedic services. Rodger Worthen, the city administrator, explained South Weber is exploring all options to contract their paramedic services.

It was noted more information regarding the West Bench RDA are will be given at the next RDA meeting.

There was a brief discussion regarding the full time employee allotment and it was noted that Cody Cardon has returned to the city as the Business Administrator and Stacey Comeau will still remain as the City Treasurer.

Mr. Worthen noted the updated publication by the Utah Geological Survey (UGS), which information is now available on the city website.

Consent Items:  
Mayor Searle stated due to the incorrect date of minutes being advertised on the city council agenda, the minutes for the December 18, 2018 meeting will be voted upon at the next city council meeting.

Action Items:  
Mayor Searle invited discussion regarding the first action item, consideration and discussion to accept the financial audit for fiscal year 2018, as performed by Christensen, Palmer and Ambrose. Mr. Worthen explained there were no findings in the audit report. The full report will be given during the regular meeting.

Mayor Searle invited discussion regarding the second action item, consideration of Resolution 2019-01, an Interlocal Agreement between Riverdale and Weber County relating to obligations required for general permit for discharges from small municipal separate storm sewer systems (MS4’s) Permit No. UTR090000. Shawn Douglas, the public works director, summarized the executive summary and invited questions. There was no discussion regarding this item.

Mayor Searle invited discussion regarding the third action item, Consideration of Ordinance 905, amendments to Title 3 Chapter 2, Liquor Control. Jackie Manning, the city recorder, summarized the executive summary and invited questions. There was no discussion regarding this item.

Mayor Searle invited discussion regarding the fourth action item, Consideration of Resolution 2019-02, multiple amendments to the consolidated fee schedule 1-12. Mrs. Manning summarized the executive summary and invited questions. There was no discussion regarding this item.

Discretionary Items:  
Mayor Searle informed the council of a possible future annexation request for a parcel of land located near the 4400 South in the West Bench RDA Area. Mayor Searle explained the Utah Military Academy is looking to relocate their school in the future to the Convergys building in Ogden, and are hoping to utilize this portion of land, where part of the land is located in Riverdale City and the other portion is located in unincorporated Weber County, for recreational purposes. At this time there has been no formal annexation request. There was a discussion regarding the impact of adding utilities to
that parcel, as well as traffic concerns regarding that type of use for that parcel. It was noted that parcel was not currently zoned for recreational use.

Adjournment:
Having no further business to discuss the City Council adjourned at 6:03 p.m. to convene into their Regular City Council Meeting.
Minutes of the Regular Meeting of the Riverdale City Council held Tuesday, January 15, 2019, at 6:00 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

Present:  
City Council:  
Norm Searle, Mayor  
Braden Mitchell, Councilmember  
Brent Ellis, Councilmember  
Alan Arnold, Councilmember-participated via conference call  
Cody Hansen, Councilmember  
Bart Stevens, Councilmember  

City Employees:  
Rodger Worthen, City Administrator  
Steve Brooks, City Attorney  
Mike Eggert, Community Development  
Scott Brenkman, Police Chief  
Jared Sholly, Fire Chief  
Jackie Manning, City Recorder  

Excused:  

Visitors:  
Sam Hendrickson  
Maddie Gonzales  
David A. Leahy  
Chuck Kerkvliet  
Suzette Demar  

A. Welcome & Roll Call  
The City Council meeting began at 6:07 p.m. Mayor Searle called the meeting to order and welcomed all in attendance, including all councilmembers and all members of the public.  

B. Pledge of Allegiance  
Mayor Searle invited Councilmember Hansen to lead the Pledge of Allegiance.  

C. Moment of Silence  
Mayor Searle called for a moment of silence and asked everyone to remember our police officers, fire fighters, U.S. Military service members, and members of the City Council as they make decisions this evening.  

D. Public Comment  
Mayor Searle invited any member of the public with questions or concerns to address the Council and asked that they keep their comments to approximately three minutes. No action will be taken during public comment.  

Sam Hendrickson and Maddie Gonzales, members of student government for Bonneville High School, explained the senior class party gives students a fun, drug & alcohol free place to celebrate graduation. They asked if Riverdale City would help provide funding for this annual event. Mayor Searle explained it was in the budget.  

Dave Leahy, a Riverdale City resident, stated the new plaques, near the purple-heart, on the Veterans Memorial looks good. He thanked the city staff members who assisted in completing that project.  

E. Presentations and Reports  
1. Mayors Report  
There was no report for this item.  

2. Bonneville High School Students – Regarding Annual Senior Class Party  
This item was discussed during public comment.  

3. City Administration Report  
Rodger Worthen, the City Administrator, summarized the administration report which outlines staff anniversaries, full time employee (fte) allocation, community development (i.e. new businesses coming into the community or existing business remodels), individual staff monthly progress reports, and the condition of the treasury. Mr. Worthen thanked Rich Taylor, the Community Services Director, for all his hard work and efforts. Mr. Worthen informed the council that Cody Cardon was rehired as the Business Administrator.
4. Annual Court Report

F. Consent Items

1. Consideration to approve the City Council meeting minutes from: January 2, 2019 City Council Work Session and Regular Meeting.

   This item was not discussed due to a meeting date error.

G. Action Items

1. Consideration and discussion to accept the financial audit for fiscal year 2018, as performed by Christensen, Palmer and Ambrose.

   Jeff Ambrose, with Christensen, Palmer & Ambrose, summarized the executive summary which explained:

   The City is required to undergo an annual fiscal year financial and Utah State Compliance audit performed by an independent certified public accounting firm. After this audit is completed the results are presented to the Mayor and City Council for acceptance and the financial statements are required to be submitted to the State of Utah.

   Mr. Ambrose thanked city staff, Stacey Comeau and Cody Cardon, for all their assistance in providing information for the audit. Mr. Ambrose stated the auditor report was clean, meaning there were no findings and no required adjustments. Mr. Ambrose provided a break-down of Riverdale City’s expenditures and fund balances, as seen in the audit report. A copy of the report was retained for public record.

   MOTION: Councilmember Mitchell moved to accept the results of the financial audit for fiscal year 2018, as performed by Christensen, Palmer, and Ambrose. Councilmember Ellis seconded the motion.

   Mayor Searle invited discussion regarding the motion, to which there was none.

   CALL THE QUESTION: Councilmembers Mitchell, Arnold, Hansen, Stevens, and Ellis all voted in favor of the motion.

2. Consideration of Resolution 2019-01, an Interlocal Agreement between Riverdale and Weber County relating to obligations required for general permit for discharges from small municipal separate storm sewer systems (MS4’s) Permit No. UTR090000.

   Shawn Douglas, the Public Works Director, summarized the executive summary which explained:

   Riverdale City has been a member of the Weber County Storm Water Coalition for several years. This coalition provides training and education to help meet the state storm water requirements. This formal agreement will allow Riverdale City to continue participation in the coalition and provide documentation to the state showing membership. The fee for the coalition will be approximately $2,000.00 per year. This could go up or down slightly depending on how many cities participate in the coalition. It will be paid for with money budgeted in the storm water budget.

   MOTION: Councilmember Hansen moved to approve Resolution 2019-01, an Interlocal Agreement between Riverdale and Weber County relating to obligations required for general permit for discharges from small municipal separate storm sewer systems (MS4’s) Permit No. UTR090000. Councilmember Mitchell seconded the motion.

   Mayor Searle invited discussion regarding the motion, to which there was none.

   ROLL CALL VOTE: Councilmembers Arnold, Hansen, Stevens, Ellis and Mitchell all voted in favor of the motion.

3. Consideration of Ordinance 905, amendments to Title 3 Chapter 2, Liquor Control.

   Jackie Manning, the City Recorder, summarized the executive summary which explained:

   The state legislature has made numerous updates to state liquor laws. In order to keep Riverdale City in compliance with state code, massive amendments are to be considered with Ordinance 905. Each section of Title 3 was carefully reviewed and revised to ensure full compliance of the law. These proposed changes were reviewed and by the City Attorney.
Below are references to state laws and rules that pertain to liquor laws:

1. Title 32B Alcoholic Beverage Control Act

2. Utah Department of Alcoholic Beverage Control (DABC) 2012 Update Guide for Cities

3. Title R81. Alcoholic Beverage Control, Administration effective October 1, 2018
   [https://rules.utah.gov/publicat/code/r081/r081.htm](https://rules.utah.gov/publicat/code/r081/r081.htm)

4. Liquor Laws Affecting Residents & Visitors (DABC)
   [https://abc.utah.gov/laws/law_residents.html](https://abc.utah.gov/laws/law_residents.html)

5. Frequently Asked Questions (DABC)

Councilmember Hansen asked if Riverdale City had stricter liquor requirements than the State of Utah. Mrs. Manning confirmed Riverdale was not more strict than the State. Councilmember Ellis thanked Mrs. Manning for her diligence in updating the ordinance. Councilmember Mitchell asked for clarification regarding the single event permit definition, specifically in reference to the two time periods listed within the ordinance. Mrs. Manning explained those time frames were worded identically to what is in state code. There was a brief discussion regarding the amount of single events allowed per year.

MOTION: Councilmember Ellis moved to approve Ordinance 905, amendments to Title 3 Chapter 2, Liquor Control, as written. Councilmember Hansen seconded the motion.

Mayor Searle invited discussion regarding the motion. There was not a discussion.

ROLL CALL VOTE: Councilmembers Hansen, Stevens, Ellis, Mitchell and Arnold all voted in favor of the motion.

4. Consideration of Resolution 2019-02, multiple amendments to the consolidated fee schedule 1-12.

Mrs. Manning summarized the executive summary which explained:

There are two proposed revisions to the consolidated fee schedule. The first, in 1-12-3 Liquor Licenses, for the purpose of keeping consistency with the liquor ordinance. The change updates the name of various liquor licenses and adds a fee for taverns.

The second proposed revision would be to add a section (1-12-13) for annexation fees. Currently, Riverdale City does not have within the fee schedule a fee for the annexation application/process. The review process for annexations is lengthy and requires review from multiple staff members, such as, the City Recorder, the City Planner (Community Development Director), the City Engineer, and other staff as needed. Annexations also require multiple notifications and publications. The estimated time frame from start to finish is 6-8 months. Because of the heavy staff involvement, notification and publication fees, requirements, and length of time to complete, most cities within Utah require a fee for the annexation application process.

MOTION: Councilmember Hansen moved to approve Resolution 2019-02, multiple amendments to the consolidated fee schedule 1-12. Councilmember Stevens seconded the motion.

Mayor Searle invited discussion regarding the motion. There was not a discussion.

ROLL CALL VOTE: Councilmembers Stevens, Ellis, Mitchell, Arnold, and Hansen all voted in favor of the motion.

H. Closed Executive Session

(Roll Call Vote) Consideration of adjourning into a Closed Executive Session pursuant to the provisions of Section 52-4-205 of the Open and Public Meetings Act for the purpose of strategy sessions to discuss pending or reasonably imminent litigation.

MOTION: Councilmember Hansen moved to enter into the executive closed session for the purpose of strategy sessions to discuss pending or reasonably imminent litigation. Councilmember Mitchell seconded the motion.
Mayor Searle invited discussion regarding the motion, to which there was none.

ROLL CALL VOTE: Councilmembers Ellis, Mitchell, Arnold, Hansen and Stevens all voted in favor of the motion.

The executive session began at 6:35 p.m. and ended at 6:55 p.m.

MOTION: Councilmember Ellis moved to leave the executive closed session and resume the open portion of the regular city council meeting. Councilmember Arnold seconded the motion.

Mayor Searle invited discussion regarding the motion, to which there was none.

ROLL CALL VOTE: Councilmembers Mitchell, Arnold, Hansen, Stevens and Ellis all voted in favor of the motion.

I. Discretionary Items

Mayor Searle discussed the upcoming legislative session for 2019, and explained sales tax will be a topic of discussion with regard to the possibility of taxing services. He briefly discussed continued efforts in the current changing the redistribution of sales tax, which is distributed throughout cities based on populations. There was a brief discussion regarding online sales tax, and it was unknown how, if, or when, the state would distribute those taxes.

Mr. Worthen reminded the Council of the annual training in St. George, Utah that is hosted by the Utah League of Cities and Towns, the week of April 24th. Any councilmember interested in attending will need to notify Mr. Worthen or Mrs. Manning.

J. Adjournment.

MOTION: Having no further business to discuss, Councilmember Hansen made a motion to adjourn. The motion was seconded by Councilmember Ellis; all voted in favor. The meeting was adjourned at 7:01 p.m.

Norm Searle, Mayor Jackie Manning, City Recorder

Date Approved: February 5, 2019
AGENDA ITEM: G1

SUBJECT: Consideration of Resolution 2019-03, amending the online PTIF (Public Treasurers Investment Fund) account management platform

PRESENTER: Rodger Worthen, City Administrator

INFORMATION:

a. Executive Summary

b. Resolution 2019-03

c. Exhibit A – PTIF Form
City Council Executive Summary

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<th>For the Council meeting on:</th>
<th>Petitioner:</th>
<th>Rodger Worthen, City Administrator</th>
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**Summary of Proposed Action**

Approval of Resolution 2019-03, amending the authorized users of the PTIF (Public Treasurers Investment Fund).

**Summary of Supporting Facts & Options**

We recommend the Business Administrator be added to the list of authorized users who have access and/or can transact with the PTIF. The current authorized users include the City Administrator and Human Resources Manager/Treasurer.

**Legal Comments - City Attorney**

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<th>Steve Brooks</th>
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<td>Steve Brooks</td>
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<td>City Attorney</td>
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**Fiscal Comments - Business Administrator/Budget Officer**

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<th>Cody Cardon</th>
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<td>Cody Cardon</td>
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<td>Business Administrator</td>
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**Administrative Comments - City Administrator**

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<td>Rodger Worthen</td>
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<td>City Administrator</td>
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Signatures were added electronically. Any comments are reflected accordingly.
RESOLUTION NO. 2019-03

A RESOLUTION AMENDING THE AUTHORIZED USES OF RIVERDALE CITY’S PUBLIC TREASURER’S INVESTMENT FUND (PTIF) ACCOUNTS.

WHEREAS, The Utah Public Treasurers’ Investment Fund (PTIF) is a short-term cash investment vehicle used by Riverdale City and invests primarily in investment-grade corporate notes, top tier commercial paper, money market mutual funds, and U.S. government agency obligations; and

WHEREAS, in order for Riverdale City to participate in the PTIF as an investment tool, the city is obligated to adhere to certain requirements and procedures; and

WHEREAS, one such mandate requires that the City authorize at least two individuals from the City that shall have authority to make changes to PTIF accounts; and

WHEREAS, another recent employment change necessitates that a new individual be added as an authorized signator on the account(s); and

WHEREAS, the Council finds that it is in the best interest of the City and will promote the health, safety and general welfare of the community to comply with the requirements of the State Treasurer to act on behalf of the City concerning PTIF accounts.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of Riverdale City grants authority to and directs that Cody Cardon be added as an authorized person to make changes to Riverdale City PTIF accounts and certifies said decision as outlined in Exhibit “A” and further authorizes the Mayor to complete the necessary documentation in order to remain compliant with any state requirements.

Passed the _____ day of February, 2019. 

RIVERDALE CITY

By: _________________________
Norm Searle, Mayor

Attest:

______________________________
Jackie Manning, City Recorder
1. Certification of Authorized Individuals
   I, _________________ (Name) hereby certify that the following are authorized: to add or delete users to access and/or transact with PTIF accounts; to add, delete, or make changes to bank accounts tied to PTIF accounts; to open or close PTIF accounts; and to execute any necessary forms in connection with such changes on behalf of __________ (Name of Legal Entity). Please list at least two individuals.

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<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
<th>Signature(s)</th>
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<tbody>
<tr>
<td>Roger Worthen</td>
<td>City Administrator</td>
<td><a href="mailto:nworthen@riverdalecity.com">nworthen@riverdalecity.com</a></td>
<td></td>
</tr>
<tr>
<td>Stacey Comeau</td>
<td>Treasurer/Human Resources</td>
<td><a href="mailto:scomeau@riverdalecity.com">scomeau@riverdalecity.com</a></td>
<td></td>
</tr>
<tr>
<td>Cody Cardon</td>
<td>Business Administrator</td>
<td><a href="mailto:ccardon@riverdalecity.com">ccardon@riverdalecity.com</a></td>
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The authority of the named individuals to act on behalf of __________ (Name of Legal Entity) shall remain in full force and effect until written revocation from __________ (Name of Legal Entity) is delivered to the Office of the State Treasurer.

2. Signature of Authorization
   I, the undersigned, _________________ (Title) of the above named entity, do hereby certify that the foregoing is a true copy of a resolution adopted by the governing body for banking and investments of said entity on the ______th day of ______, 20__ , at which a quorum was present and voted that said resolution is now in full force and effect; and that the signatures as shown above are genuine.

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<thead>
<tr>
<th>Signature</th>
<th>Date</th>
<th>Printed Name</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Norm Searle</td>
<td>Mayor</td>
</tr>
</tbody>
</table>

STATE OF UTAH

COUNTY OF _________________

Subscribed and sworn to me on this ______th day of ______, 20__ , by _________________ (Name), as _________________ (Title) of __________ (Name of Entity), proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

______________________________
(Signature)

(seal)
AGENDA ITEM: G2

SUBJECT: Consideration of the Final Site Plan Approval for Quick Quack Car Wash, located approximately 697 West Riverdale Road, Riverdale, Utah 84405; requested by QQ Utah 3, LLC.

PRESENTER: Mike Eggett, Community Development

ACTION REQUESTED: Consideration to approve.

INFORMATION:

a. Executive Summary
b. Planner Review
c. Department Reports
d. Engineer Letter/Review
e. Application
f. Engineer Estimate
g. Royal Water Use Letter
h. Assumption of Responsibility Letter for Riverdale
i. Reciprocal Parking Easement Letter
j. QQ Riverdale Full

BACK TO AGENDA
City Council

Executive Summary

For the Commission meeting on: 2-5-2019

Petitioner: QQ Utah 3, LLC.
represented by Joseph Earnest/Larvin Pollack

Summary of Proposed Action

QQ Utah 3 LLC., as represented by Joseph Earnest and/or Larvin Pollack, has submitted application for a Final Site Plan review of a new car wash site and facilities located at approximately 697 West Riverdale Road in a cross-zoned parcel within the Regional Commercial (C-3) zone and the Light Manufacturing Use (M-1) zone.

This site plan is being proposed for development on property that is adjacent to a tire repair store, a music store, and across from an automotive sales facility. The property is currently owned by River Corner, LLC. A public hearing is not required to consider this Site Plan proposal.

This final site plan submittal was reviewed by the Planning Commission on November 13, 2018. At the conclusion of discussion in the matter a motion was approved to recommend City Council approval of the proposed Quick Quack site plan, subject to resolving all outstanding staff concerns. Those noted staff concerns have been addressed at this time, with the understanding that currently noted staff comments will be fulfilled as part of the process prior to moving forward with a building permit for this site.

Following the presentation and discussion of the proposal, the City Council may consider making a motion to provide final approval of the Riverdale Quick Quack site plan proposal, recommend approval of the proposed site plan with any requested modifications, table the matter to allow for further discussion and review, or not provide final approval of the Riverdale Quick Quack site plan. If final approval is provided, then this matter could move forward in carrying out all activities required to move forward with a building permit on this site.

Title 10 Ordinance Guidelines (Code Reference)

This Final Site Plan review is regulated under City Code 10-25 "Development in All Zones", and is affected by City Codes 10-10A "Regional Commercial Zones (C-3)", 10-11A "Light Manufacturing Use Zone (M-1)", 10-14 "Regulations Applicable to All Zones", 10-15 "Parking, Loading Space; Vehicle Traffic and Access", and 10-16 "Sign Regulations".

The proposed development parcel is located on property south of Riverdale Road and east of 700 West on property currently owned by River Corner, LLC. The property is located in a mixed C-3 and M-1 zoned area and the requested use of car wash is a permitted use in these zones.

Attached with this executive summary is a document entitled "Final Site Plan Review - Quick Quack Car Wash"; this is a supplementary document addressing items on the Preliminary Site Plan application document. Also attached, following this executive summary, are comments from the Public Works Director, the Fire Chief, the Police Chief, the City Administrator, the Fire Inspector, and contracted City
Engineer. The City Council should discuss any concerns raised by these summaries.

Staff would encourage the City Council to review this matter and then discuss with the petitioner concerns raised by staff and/or the City Council. Staff would then recommend that the City Council make a motion to provide final approval of the Riverdale Quick Quack site plan proposal, recommend approval of the proposed site plan with any requested modifications, table the matter to allow for further discussion and review, or not provide final approval of the Riverdale Quick Quack site plan. If final approval is provided, then this matter could move forward in carrying out all activities required to move forward with a building permit on this site.

**General Plan Guidance (Section Reference)**

The General Plan use for this area is currently set as “Planned Commercial - High” and this proposed project would comply with this land use.

**Legal Comments - City Attorney**

I don't have issues with this SO LONG AS the previous staff concerns have been resolved.

Steve Brooks

**Administrative Comments - City Administrator**

Rodger Worthen

Signatures were added electronically. Any comments are reflected accordingly.
**Final Site Plan Review – Quick Quack Car Wash, 697 West Riverdale Road**

*Completed by Mike Eggett, Community Dev. Director on 1/31/2018*

**Recommendation:** City staff recommends that the City Council examine and review items associated with this proposed final site plan review. Items of consideration or note have been highlighted in yellow for potential discussion purposes. City staff recommends that the City Council act accordingly to provide final site plan approval or not approve the proposed Riverdale Quick Quack site plan with any additional comments or concerns to be addressed by the developer.

<table>
<thead>
<tr>
<th>Date Plan Submitted to City: (Must be at least two weeks prior to Planning Commission meeting)</th>
<th>July 20, 2018, updated on October 31, 2018 and January 22, 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date Application Submitted to City:</td>
<td>July 20, 2018</td>
</tr>
<tr>
<td>Date Fee Paid:</td>
<td>Paid on July 20, 2018 (see receipts for detail)</td>
</tr>
</tbody>
</table>

### Site Plan – Preliminary Requirements

<table>
<thead>
<tr>
<th>COVER SHEET</th>
<th>Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title Block</td>
<td>Project name and address location shown</td>
</tr>
<tr>
<td>Property Owner’s name, address, and phone number</td>
<td>River Corner LLC, 4598 S. 700 W. Ste C, Riverdale, Utah 84405; no phone number listed</td>
</tr>
<tr>
<td>Developer’s name, address, and phone number</td>
<td>Shown: Lonestar Builders, Attn: Joseph Earnest, QQ Utah County, PO Box 887, Springville, Utah 84663, 801-400-1944</td>
</tr>
<tr>
<td>Approving agency’s name and address: Utility companies if applicable</td>
<td>Riverdale City, 4600 So. Weber River Drive, Riverdale, Utah 84405; other utility agencies not identified on plans</td>
</tr>
<tr>
<td>Consulting Engineer’s name, address, and phone number</td>
<td>Elevate Engineering, Attn: Larvin Pollock, 492 West 1200 North, Springville, Utah 84663, 801-718-5993; seal and signature shown</td>
</tr>
<tr>
<td>Licensed Land Surveyor’s name, address, phone number, signature, and seal</td>
<td>Legend Engineering, Attn: Corey Neerings, 52 West 100 North, Heber City, Utah 84032; 435-654-4828; seal and signature not shown and not applicable</td>
</tr>
<tr>
<td>Date</td>
<td>Yes – January 21, 2019</td>
</tr>
<tr>
<td>Revision block with date and initials</td>
<td>Revision block shown; no notes or initialing yet</td>
</tr>
<tr>
<td>--------------------------------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>Sheet number and total sheets</td>
<td>Shown (22 total sheets, listed in index)</td>
</tr>
</tbody>
</table>

**General**

<table>
<thead>
<tr>
<th>Street names</th>
<th>Shown – 700 West, Riverdale Road, and 4600 South</th>
</tr>
</thead>
<tbody>
<tr>
<td>Layouts of lots with lot numbers</td>
<td>Yes, shown (one lot development and adjacent lots)</td>
</tr>
<tr>
<td>Adjacent tract ownership and tax identification numbers</td>
<td>Adjacent tract ownership names and tax ID shown</td>
</tr>
<tr>
<td>Scale (minimum 1”=50’ to 1”=10’)</td>
<td>Yes, scale is shown on multiple sheets</td>
</tr>
<tr>
<td>North arrow</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Existing easements, structures, and utility lines:**
Approval to cross, use, or relocate

Existing easements adjacent to site shown on sheet C-1, existing structures on site shown, existing utility lines shown on sheet C-1; unknown if approvals provided to cross, use, relocate

**Space for notes**
Yes, notes space provided

**Contours**
Yes, shown on sheets C-2 and C-6

**Public areas**
Existing sidewalks and curb/gutter shown on multiple sheets along all streets

**Vicinity Map**

<table>
<thead>
<tr>
<th>Street names</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site location</td>
<td>Yes</td>
</tr>
<tr>
<td>North arrow</td>
<td>Shown</td>
</tr>
<tr>
<td>Scale</td>
<td>Shown</td>
</tr>
</tbody>
</table>

**PLAT SHEET**
Not applicable, but associated responses shown below

**Title Block**

<table>
<thead>
<tr>
<th>Project name and address</th>
<th>Project name (Quick Quack Riverdale, UT), 697 West Riverdale Road, Riverdale, Utah 84405</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approving Agency’s name and address</td>
<td>Riverdale City, 4600 So. Weber River Drive, Riverdale, Utah 84405</td>
</tr>
<tr>
<td>Consulting Engineer’s name, address, and phone number</td>
<td>Elevate Engineering, Attn: Larvin Pollock, 492 West 1200 North, Springville, Utah 84663, 801-718-5993</td>
</tr>
<tr>
<td>Date</td>
<td>Yes – January 21, 2019</td>
</tr>
</tbody>
</table>

**Names of approving agents with titles, stamps, signatures, and license expiration dates**
Not applicable

**Names of approving departments (Attorney, Planning Commission, Mayor, Recorder)**
Not applicable
<table>
<thead>
<tr>
<th>Consulting Engineer’s/Surveyor’s stamp, signature, and license expiration date</th>
<th>Consulting engineer’s seal, signature, and expiration date not shown</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Layout</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Street Names</strong></td>
<td>Shown – 700 West, Riverdale Road, and 4600 South</td>
</tr>
<tr>
<td><strong>Layouts of lots with lot numbers</strong></td>
<td>Yes, shown (one lot development and adjacent lots)</td>
</tr>
<tr>
<td><strong>Bearings and distances for all property lines and section ties</strong></td>
<td>Shown, where applicable; defer to City Engineer review</td>
</tr>
<tr>
<td><strong>Legal description</strong></td>
<td>Not applicable</td>
</tr>
<tr>
<td><strong>Adjacent tract ownership and tax identification numbers</strong></td>
<td>Adjacent tract ownership names and tax ID shown</td>
</tr>
<tr>
<td><strong>Scale (minimum 1”=50’)</strong></td>
<td>Yes, scale is shown</td>
</tr>
<tr>
<td><strong>North arrow</strong></td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Owner’s dedication certificate for subdivision (Notary Acknowledgement)</strong></td>
<td>Not applicable</td>
</tr>
<tr>
<td><strong>Landscaping (location and type with area calculations)</strong></td>
<td>Yes, shown on sheet L-1; 25.9% landscaping for area shown in plan</td>
</tr>
<tr>
<td><strong>Location of exterior lighting devices, signs, and outdoor advertising</strong></td>
<td>Yes, location of existing and new lighting devices and power equipment shown in site plan packet and photometric sheet; future sign locations shown, may inquire more if desired</td>
</tr>
<tr>
<td><strong>Location of underground tanks, dumpsters, etc</strong></td>
<td>Underground storm water facilities identified, no other tanks identified on site; dumpster and dumpster enclosure location shown in packet on south end of wash tunnel facility, see sheet C-4 for detail</td>
</tr>
<tr>
<td><strong>Additional Information</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Benchmark</strong></td>
<td>Shown, where applicable</td>
</tr>
<tr>
<td><strong>Basis of bearings</strong></td>
<td>Shown, where applicable</td>
</tr>
<tr>
<td><strong>Legend</strong></td>
<td>Shown</td>
</tr>
<tr>
<td><strong>PLAN AND PROFILE SHEETS</strong></td>
<td>Site plan and profile sheets provided</td>
</tr>
<tr>
<td><strong>Title Block</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Project name and address</strong></td>
<td>Project name and address location shown</td>
</tr>
<tr>
<td><strong>Approving Agency’s name and address</strong></td>
<td>Riverdale City, 4600 So. Weber River Drive, Riverdale, Utah 84405</td>
</tr>
<tr>
<td><strong>Consulting Engineer’s name, address, and phone number</strong></td>
<td>Elevate Engineering, Attn: Larvin Pollock, 492 West 1200 North, Springville, Utah 84663, 801-718-5993</td>
</tr>
<tr>
<td><strong>Date</strong></td>
<td>Yes – January 21, 2019</td>
</tr>
<tr>
<td><strong>Scale</strong></td>
<td>Yes, scale is shown</td>
</tr>
<tr>
<td>-----------------</td>
<td>----------------------------------------------------------</td>
</tr>
<tr>
<td>Revision block with date and initials</td>
<td>Revision block shown; no notes or initializing yet</td>
</tr>
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<td>Sheet number and total sheets</td>
<td>Shown (22 total sheets, listed in index)</td>
</tr>
<tr>
<td><strong>General</strong></td>
<td></td>
</tr>
<tr>
<td>North arrow</td>
<td>Yes</td>
</tr>
<tr>
<td>Street names</td>
<td>Shown – 700 West and Riverdale Road</td>
</tr>
<tr>
<td>Lot numbers</td>
<td>Yes, shown (one lot development and adjacent lots)</td>
</tr>
<tr>
<td>Reference to sheets showing adjacent areas</td>
<td>Not applicable</td>
</tr>
<tr>
<td>Center line stationing</td>
<td>Shown on plans</td>
</tr>
<tr>
<td>Existing natural ground</td>
<td>Shown on multiple sheets</td>
</tr>
<tr>
<td><strong>Signage</strong></td>
<td>Building signage plans and renderings provided</td>
</tr>
<tr>
<td>Height</td>
<td>Variable, monument sign 7’6”</td>
</tr>
<tr>
<td>Size</td>
<td>Variable, total requested 238 sq. ft.</td>
</tr>
<tr>
<td>Locations</td>
<td>Shown on site plans and elevation drawings</td>
</tr>
<tr>
<td>Colors</td>
<td>Shown in packet and on elevation drawings</td>
</tr>
<tr>
<td>Lighting</td>
<td>Shown in packet and on elevation drawings</td>
</tr>
<tr>
<td><strong>New and Existing Buildings</strong></td>
<td></td>
</tr>
<tr>
<td>Height and Size</td>
<td>New building - Height = approx. 37 ft. at highest point; Building size = approx. 3,305 sq. ft.; previous buildings’ location not shown; existing utility structures shown in packet</td>
</tr>
<tr>
<td>Location, setbacks, and all dimensions</td>
<td>Partially shown on proposed site plan (Sheet C-1); approximates (excluding large common area distances): front setback – more than 20 ft for both buildings, not identified for either building; rear setback – not identified; west side setback – 20 feet at nearest point for tunnel, more than 20 feet for other building; east side setback – approx. 37 ft to office bldg., approx. 70 ft to tunnel</td>
</tr>
<tr>
<td>Type of construction</td>
<td>Materials for structure and appearance provided with building elevation renderings</td>
</tr>
<tr>
<td>Type of occupancy and proposed uses</td>
<td>Regional commercial, car wash business</td>
</tr>
<tr>
<td>Show handicapped access</td>
<td>ADA accessible ramp and access areas shown and handicapped parking stalls shown</td>
</tr>
<tr>
<td><strong>New and Existing Landscaping &amp; Percentage</strong></td>
<td>Yes, shown on sheet L-1; landscaping provided for site is 25.9% which exceeds req. of 20% or more landscaping coverage per City Code 10-14-12(B.)(2.); landscape screening/berms required by 10-14-12(B.)(2.)(b.) shown and identified on L-1</td>
</tr>
<tr>
<td><strong>Number of trees</strong></td>
<td>New landscape trees and plans: 10 trees, which exceeds req. for trees (per City Code 10-14-12(B.)(2.)(e.), 81 shrubs, 35 grasses, 74 annuals/perennials shown</td>
</tr>
<tr>
<td><strong>Landscape plan showing all planting, hardscaping, berming, and watering</strong></td>
<td>Planting, hardscaping shown; landscape screening/berms along roadways, as required by 10-14-12(B.)(2.)(b.), shown and identified on L-1; irrigation plan shown on sheet L-2;</td>
</tr>
<tr>
<td><strong>Xeriscaping alternatives being considered</strong></td>
<td>Yes, xeriscaping seems to be applied with the boulders, mulch areas, ground cover, and decorative stones of landscape plan; for more, inquire of the developer</td>
</tr>
<tr>
<td><strong>New and Existing Walls and Fences</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Location, design, and height</strong></td>
<td>No existing fences on site; no new fences appear to be planned for site</td>
</tr>
<tr>
<td><strong>Materials proposed for construction</strong></td>
<td>No new fences planned for site</td>
</tr>
<tr>
<td><strong>New and Existing Parking</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Location, area, and layout of off-street parking (size of stalls, regular and handicapped)</strong></td>
<td>19 dedicated stalls appear to be available per cover sheet site map; handicapped parking space provided and shown; size meets city requirements; meets and exceed minimum requirement (5 stalls) per code for potential car wash uses; reciprocal parking agreement letter completed and provided for use of shared parking stalls on south lot adjacent to “Music Village/Crabtree Investments”</td>
</tr>
<tr>
<td><strong>Location of employees’ parking, customer parking, and handicapped parking</strong></td>
<td>Established as shown in drawings; employee parking shown and customer parking shown</td>
</tr>
<tr>
<td><strong>Internal circulation pattern</strong></td>
<td>Parking area circulation shown</td>
</tr>
<tr>
<td><strong>New and Existing Ingress and Egress</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Location and size of points of ingress and egress for motor vehicles and internal use</strong></td>
<td>Yes, shown</td>
</tr>
<tr>
<td><strong>Circulation pattern</strong></td>
<td>Site circulation shown</td>
</tr>
<tr>
<td><strong>New and Existing Streets</strong></td>
<td></td>
</tr>
<tr>
<td><strong>All access points</strong></td>
<td>Yes, this is shown</td>
</tr>
<tr>
<td><strong>Center lines</strong></td>
<td>Yes, this is shown</td>
</tr>
<tr>
<td>Feature</td>
<td>Description</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Right-of-way lines</td>
<td>Cover sheet legend identifies r-o-w delineation on applicable sheets</td>
</tr>
<tr>
<td>Face of curb lines</td>
<td>Yes, this is shown</td>
</tr>
<tr>
<td>Centerline slope</td>
<td>Shown on drawings and established per previous road development</td>
</tr>
<tr>
<td>Signing and striping</td>
<td>Signing installation should be coordinated with public works dept and paid for by applicant; roadway striping should be coordinated with public works if applicable;</td>
</tr>
<tr>
<td>Light poles</td>
<td>Location of existing and proposed light poles shown; site lighting shown on photometric sheet; building lighting plan shown on photometric sheet</td>
</tr>
<tr>
<td>Street lights</td>
<td>Location of existing and proposed street light poles and devices shown where applicable</td>
</tr>
<tr>
<td>Street name signs</td>
<td>Location of existing street name signs not applicable</td>
</tr>
<tr>
<td>Stop signs</td>
<td>Location of street stop signs not applicable; private stop sign locations not identified if any</td>
</tr>
<tr>
<td>UDOT approval (if required for project)</td>
<td>No UDOT approval required for this project</td>
</tr>
<tr>
<td>Sidewalk (4’ side with 4” of road base or 6’ side with 6” of road base through the approach)</td>
<td>Yes, existing sidewalk location shown and new location shown, details shown on sheet C-4</td>
</tr>
<tr>
<td>Planting Strip</td>
<td>No planting existing planting strip along site</td>
</tr>
<tr>
<td>New and Existing Storm Drainage</td>
<td></td>
</tr>
<tr>
<td>Top of curb elevations</td>
<td>Shown on multiple sheets, in detail on sheet C-4</td>
</tr>
<tr>
<td>Slope of gutter</td>
<td>Shown on multiple sheets, in detail on sheet C-4</td>
</tr>
<tr>
<td>Manholes</td>
<td>Existing shown on multiple sheets; new shown on sheets C-3 and C-5</td>
</tr>
<tr>
<td>Invert elevations</td>
<td>Shown on multiple sheets, defer to City Engineer</td>
</tr>
<tr>
<td>Length, size, slope, and type of mains and laterals</td>
<td>Shown on multiple sheets, in detail on sheet C-5, defer to City Engineer</td>
</tr>
<tr>
<td>Location of catch basins</td>
<td>Shown on multiple sheets, in detail on sheet C-5</td>
</tr>
<tr>
<td>Ditches, location and ownership</td>
<td>No ditches or waterways planned for site</td>
</tr>
<tr>
<td>Approval to pipe, reroute or use</td>
<td>Only City approval req, defer to City Engineer</td>
</tr>
<tr>
<td>Calculations for retention system</td>
<td>Shown on sheet C-2, defer to City Engineer</td>
</tr>
<tr>
<td>Method of storm water clean-up</td>
<td>Shown on sheet C-6</td>
</tr>
<tr>
<td>New and Existing Sanitary Sewers</td>
<td></td>
</tr>
<tr>
<td>Manholes</td>
<td>Existing shown on multiple sheets; new shown on sheets C-3 and C-5</td>
</tr>
<tr>
<td>Invert elevations</td>
<td>Shown on multiple sheets, defer to City Engineer</td>
</tr>
<tr>
<td>-------------------</td>
<td>------------------------------------------------</td>
</tr>
<tr>
<td>Length, size, type, and slope of mains and laterals</td>
<td>Shown on multiple sheets, in detail on sheet C-5, defer to City Engineer</td>
</tr>
<tr>
<td>New and Existing Water Lines</td>
<td>Shown on multiple sheets, in detail on sheet C-5, defer to City Engineer</td>
</tr>
<tr>
<td>Location, size, and type of water meters, valves, and fire hydrants</td>
<td>Shown on C-3, 2” water meter identified, type per public works; Location of new and existing valves shown on C-3; Existing fire hydrants shown, no new hydrants proposed</td>
</tr>
<tr>
<td>New and Existing Gas Lines</td>
<td>Existing and new gas lines not shown, size and type not shown; coordinated with gas company</td>
</tr>
<tr>
<td>Size and type</td>
<td>New and Existing Electrical Lines</td>
</tr>
<tr>
<td>Size, location, and type</td>
<td>New and Existing Telephone Lines</td>
</tr>
<tr>
<td>Location of power poles</td>
<td>New and Existing Telephone Lines</td>
</tr>
<tr>
<td>Location of poles, junction boxes, and manholes</td>
<td>New and Existing Telephone Lines</td>
</tr>
<tr>
<td>Location of lines (if applicable)</td>
<td>New and Existing Cable TV Lines</td>
</tr>
<tr>
<td>Cable TV lines not shown, as applicable</td>
<td>DETAILED DRAWINGS</td>
</tr>
<tr>
<td>Cross section of roadway (minimum 8” road base and 3” asphalt)</td>
<td>Refer to sheet C-4 for roadway cross section connection to curb, gutter, and sidewalk areas</td>
</tr>
<tr>
<td>Cross section of curb and gutter (standard 30” high back)</td>
<td>Shown on sheet C-4, defer to City Engineer</td>
</tr>
<tr>
<td>Gutter inlet box with bicycle safe grate</td>
<td>Detail shown on sheet C-5.1, locations identified on multiple sheets; identified as bicycle proof; defer to City Engineer</td>
</tr>
<tr>
<td>Cleanout box</td>
<td>Detail shown on sheet C-5.1; defer to City Engineer</td>
</tr>
<tr>
<td>Thrust blocking</td>
<td>Detail shown on sheet C-5.1; defer to City Engineer</td>
</tr>
<tr>
<td>Special energy dissipating or drop manholes</td>
<td>None showing and may not be applicable; defer to City Engineer</td>
</tr>
<tr>
<td><strong>ADDITIONAL INFORMATION</strong></td>
<td></td>
</tr>
<tr>
<td>------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Soils report</td>
<td>Geotechnical Study report provided as completed by Earthtec Engineering on June 21, 2018; per City Engineer direction may need refinement</td>
</tr>
<tr>
<td>Drainage and runoff calculations</td>
<td>Shown on sheet C-2, defer to City Engineer</td>
</tr>
<tr>
<td>Water right transfer documentation</td>
<td>Review with Public Works if needed</td>
</tr>
<tr>
<td>Copy of protective covenants, codes, and regulations for development</td>
<td>Not applicable to this project</td>
</tr>
<tr>
<td>Three (3) total 24” X 36” full sets of plan drawings, one (1) small full set of plan drawings (11”x17”), and one digital full set copy of plan drawings</td>
<td>Yes, provided as requested</td>
</tr>
<tr>
<td>Building elevation renderings</td>
<td>Provided, defer to elevation renderings in packet</td>
</tr>
<tr>
<td>Corp of Engineers approval (if required)</td>
<td>Not applicable or required for this project area</td>
</tr>
<tr>
<td>Zoning compliance</td>
<td>Yes, Regional Commercial (C-3) and Light Manufacturing (M-1) zones meets intended uses for site design</td>
</tr>
<tr>
<td>RDA compliance (if applicable)</td>
<td>Not applicable in this matter</td>
</tr>
<tr>
<td>Use compliance</td>
<td>Yes, car wash facility use is compliant with Regional Commercial (C-3) and Light Manufacturing Use (M-1) zoning</td>
</tr>
<tr>
<td>Engineering comments and letter of approval recommendation</td>
<td>Engineering comments, along with Public Works, Police Department, Fire Department, and City Administrator comments have been provided</td>
</tr>
<tr>
<td>Traffic study</td>
<td>Not currently required</td>
</tr>
<tr>
<td>All Planning Commission and City Staff conditions for approval have been met</td>
<td>Currently Final Site Plan proposal being considered for approval by City Council</td>
</tr>
</tbody>
</table>

Community Development Department – Site Plan Review
From: Shawn Douglas  
Sent: Thu 1/31/2019 8:49 AM  
To: Mike Eggett  
Subject: Quick Quack

Mike,

I have included my final review for quick Quack. All of the items listed will take place as the project moves forward. I would recommend approval. Thanks

**Storm Water**

1-Long term operation and maintenance plan needs to be recorded with plat.

2-Notice of intent for storm water permit will need to be filed with the State of Utah.

3-Owner needs to record with the plat the provided responsibility letter.

**Shawn Douglas**
Public Works Director  
801/394/5541 ext.1217  
Sdouglas@Riverdalecity.com

---

From: Rodger Worthen  
Sent: Tue 1/30/2019 5:08 PM  
To: Mike Eggett  
Subject: RE: City Council Review Comments needed for Quick Quack Car Wash Final Approval review - February 5, 2019

Mike-

I have no further comments on the proposed car wash. Recommend the construction site plan move forward.

Thank you

Rodger W.

---

From: Scott Brenkman  
Sent: Wed 1/2/2019 11:53 AM
To: Mike Eggett  
Subject: RE: City Council Review Comments needed for Quick Quack Car Wash Final Approval review

No comments, or concerns from me.

Thanks,

Scott

Chief Scott Brenkman  
Riverdale Police Department  
4580 S. Weber River Dr.  
Riverdale, UT 84405  
(801)394-6616  
sbrenkman@riverdalecity.com

From: Jared Sholly  
Sent: Wed 1/23/2019 5:41 PM  
To: Mike Eggett  
Subject: Re: City Council Review Comments needed for Quick Quack Car Wash Final Approval review - February 5, 2019

I have none.

Jared Sholly  
Fire Chief  
Riverdale City Fire Department  
Cell: 801-628-6562  
Office: 801-394-7481
31 January 2019

Riverdale City
4600 South Weber River Drive
Riverdale, Utah 84405

Attn: Mike Eggett, Community Development Director/RDA Deputy Executive Director
Proj: Quick Quack Car Wash Site
Subj: Site Plan Improvement Drawings - Approval

Dear Mike,

I have completed my review of the recently submitted drawings and calculations from the Developer’s Design Engineer, in regards to my last review of the 7th January 2019. In my opinion the drawings and calculations now reflect the Standards of Riverdale City.

I herewith recommend approval of the drawings and calculations as submitted. I also recommend approval of the Engineers Estimate.

Should you have any questions feel free to contact me at my office.

Sincerely,
CEC, Civil Engineering Consultants, PLLC.

N. Scott Nelson, PE., SE.
City Engineer

Cc. Rodger Worthen, City Administrator
    Shawn Douglas, Public Works Director
    Jeff Woody, Building Official and Inspector
RIVERDALE CITY PLANNING COMMISSION
APPLICATION FOR COMMERCIAL OR MANUFACTURING
SITE PLAN APPROVAL

CASE NO: 2018-04                       DATE SUBMITTED: 7-20-2018

APPLICANT'S NAME: QQ Utah 3 LLC - Joseph Earnest

ADDRESS: On File

PHONE: On File                        TAX I.D. NO: 06-012-0005

ADDRESS OF SITE: 697 West Riverdale Road Riverdale UT 84405

APPLICANT'S INTEREST: Quick Quack Car Wash

Application is hereby made to the Riverdale City Planning Commission requesting that the following permitted use, be approved on 31,873 SF/0.73 Acres (sq. ft./acreage) of property in the C-3 Commercial zone in accordance with the attached site plan.

Signature of Applicant

Signature of Property Owner

I authorize Joseph Earnest to act as my representative in all matters relating to this application.

Signature of Property Owner

NOTE: A fee will be charged at the time the site plan is submitted for review - $200 per acre or portion of
Fee: $ 146.00                      Date paid: July 20, 2018 (See attached receipt)

Planning Commission set public hearing: Yes □ No □ Date of Public Hearing: N/A
Planning Commission scheduled to hear this application for site plan approval on:
Date: 8-14-2018, 10-23-2018, 11-13-2018
Decision of Commission: Prelim. site plan approved, Tabled, Rec. C. approval, receive staff concerns
City Council set public hearing: Yes □ No □ Date of Public Hearing: N/A
City Council scheduled to hear this application for site plan approval on:
Date: 2-5-2019                      Decision of Council:
QQ UTAH 3; LLC

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<td>10-32-2200 BUILDING PLAN/DEV FEES</td>
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Change Tendered: 0.00

07/20/2018 11:17 AM
# Quick Quack Riverdale

**Engineer's Estimate for Improvements**

12/19/18

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<th>Item</th>
<th>Description</th>
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<th>Unit</th>
<th>Unit Price</th>
<th>Estimated Price</th>
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<tr>
<td>1</td>
<td>4&quot; Asphalt</td>
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<td>SF</td>
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<td>6&quot; Road Base</td>
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<td>4</td>
<td>Curb and Gutter</td>
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<td>LF</td>
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<td>7</td>
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<td>3</td>
<td>EA</td>
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**SUBTOTAL** $14,827.80

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**SUBTOTAL** $5,620.00

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<td>13</td>
<td>Abandon Existing Water Lateral</td>
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**SUBTOTAL** $3,032.00

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**SUBTOTAL** $1,750.00

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<th>Estimated Price</th>
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<tbody>
<tr>
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<td>EA</td>
<td>$500.00</td>
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</table>

**SUBTOTAL** $500.00

**TOTAL=** $25,729.80
Memorandum

To: Lonestar Builders  
    492 West 1200 North  
    Springville, Utah 84663

From: Mark Makin, P.E.

Date: January 22, 2019

Subject: Quick Quack Car Wash, Riverdale, Utah – Projected Water Use

As requested, we have evaluated the anticipated water use for the Quick Quack Car Wash in Riverdale, Utah.

The following is based on cars washed and actual water usage (meter readings/GPM) for typical locations. In that the Riverdale location has a longer tunnel which allows more water to drain from the vehicle, we anticipate that the reclaim rate will be higher and the carry out rate as well as the water use per vehicle will be less than shown below:

We anticipate that the facility has the capacity to wash up to 450 cars in a 24 hour period.

1. The average gallons of water use per vehicle = 75 gallons (100%)
2. Evaporation and Carry Out Rate = 26.25 gallons (35%)
3. Reclaim water rate = 48.75 gallons (65%)

The conclusion is that 26.25 gallons of new water will be required to wash each vehicle.

If 450 cars are washed in a 24 hour period the maximum amount of 11,812.5 gallons of waste water is anticipated. An additional 30 gallons over a 24 period of waste water is expected to be discharged from the Lavatories, toilet and sink. Totaling 11,842.5 gallons a day.
From: QQ Utah 3, LLC
492 W 1200 N
Springville, UT 84663

January 18, 2019

To: City of Riverdale
4600 South Weber River Drive
Riverdale, UT 84405

RE: Consent to Assume Responsibility

Dear City of Riverdale,

QQ Utah 3, LLC, ("QQU3") the future tenant at 699 W Riverdale Road intends on constructing and owning a Quick Quack Car Wash at the beforementioned address. QQU3 desires to create and maintain an amicable relationship with the City of Riverdale.

The Public Utility Director of the City of Riverdale has raised a concern regarding the potential for water coming off of vehicles exiting the car wash to drip onto 700 West to create ice during cold conditions. QQU3 is confident that the unique extended length of our proposed Riverdale Quick Quack Car Wash tunnel and conveyor belt are sufficient to eliminate the materialization of this concern. However, despite QQU3’s confidence, in the event that this concern occurs and ice develops onto 700 West as a direct result of the car wash (that but for the car wash the ice would not exist), then QQU3 hereby assumes all responsibility to eliminate this ice.

In addition, if this concern occurs, QQU3 has remedial solutions in mind to eliminate the ice, and hereby commits to implement these solutions. An example of such a remedy is, due to the extended length of the car wash tunnel, QQU3 may add additional dryer blowers, as many as needed, to sufficiently eliminate excess water on vehicles exiting the car wash to stop ice build-up on 700 West.

Regards,

Dallas Hakes
Managing Member
QQ Utah 3, LLC

492 W 1200 N, Springville, UT 84663
From: Joseph Earnest
Entitlements Director and General Counsel
Lonestar Builders
492 W 1200 N
Springville, UT 84663

August 7, 2018

To: The City of Riverdale
4600 S Weber River Drive
Riverdale, UT 84405

RE: Reciprocal Parking Easement Agreement

To Whom It May Concern:

QQ Utah 3, LLC, who is the future tenant at 699 W Riverdale Road intends on abiding by the terms of the lease signed with the landlord of the same property, who is River Corner, LLC. Gage Crabtree is the individual speaking on behalf of River Corner, and is the landlord.

The executed lease states as follows:

GROUND LEASE

699 W Riverdale Road, Riverdale, UT

1. PARTIES. This Lease is between River Corner, LLC, a Wyoming limited liability company (“Landlord”), and QQ Utah 3 LLC, a Delaware limited liability company (“Tenant”). The phrase “the date of this Lease” shall mean and refer to the date upon which this Lease shall have been executed by both Landlord and Tenant.

2. PREMISES. Landlord grants and leases to Tenant and Tenant takes and leases from Landlord the premises located at 699 W Riverdale Road, Riverdale, Weber County, Utah – parcel number 06-012-0005 with ingress/egress along 700 West and 4600 South Street, as currently acceptable, and across the adjoining property owned or with easement rights by Landlord or its affiliates, subsidiaries and entities with common control (the “Premises”), as more particularly described in the attached Exhibit A and shown outlined on the site plan attached as Exhibit B (the “Site Plan”), both of which have been initialed by the parties and are a part of this Lease, together with all rights and appurtenances thereto belonging or in any wise incident or appertaining thereto. The Premises consists of approximately 0.8 acre (34,874) square feet of land. Landlord shall deliver Premises to Tenant separately parcel, subdivided and recorded by Landlord with the proper governmental agencies. Additionally, Tenant shall have use of up to four parking stalls for employee use in parking area directly to the south of the Premises as shown on Exhibit B. Landlord shall provide the legal description and tax ID number of the Parcel to Tenant prior to the Diligence Deadline. The Site Plan or recorded subdivision shall provide reasonable access to the Adjoining Parcel, parcel number 063100001.
As indicated, QQ Utah 3 only has access to, up to four parking stalls for employee use, no more than four.

As QQ Utah 3 does not have parking rights that exceed the four stalls. The city’s request that QQ Utah 3 grants a reciprocal parking easement to Crabtree seems like maybe the city doesn’t have the context it needs. Crabtree retains all of the parking rights except for four stalls, as it pertains to the parking stalls shown on the south end of the Quick Quack site plan.

Let me know if you have any questions.

Best,

Joseph Earnest
Entitlements Director and General Counsel
Lonestar Builders
801.400.1944
**QUICK QUACK CAR WASH | PROPOSED SIGNAGE | WALL SIGN**

**MANUFACTURE AND INSTALL**

(2) SETS OF FRONT LIT WALL SIGNS WITH VACUUM-FORMED FACES

- Faces: 3/16" CLEAR PLEX, VACUUM-FORMED WITH VINYL AND PAINTED GRAPHICS ON 2ND SURFACE
- Retainers: ALL ALUMINUM, 2" PAINTED WHITE
- Returns: ALL ALUMINUM 6" DEER PAINTED WHITE
- Backs: ALL ALUMINUM STOCK COLOR
- Illumination: WHITE LEDs

**POWER REQUIREMENTS**

(1) 20 AMP CIRCUIT
120 VOLTS

**DISCONNECT SWITCH AT SIGN**
120V SERVICE SUPPLIED BY OTHERS

**NIGHT VIEW**

A1 PRIMARY SIGNAGE

**PROPOSED LAYOUT**

SCALE: 1/2" = 1'-0"

**PROPOSED SIGNAGE = 113.33 SF**

**UTAH COUNTY: 1852 N, 1300 W. (801) 489-3645**
**WWW.ALIED-SIGN.COM**

**SALT LAKE CITY: 1920 S 900 W, SALT LAKE CITY, UT • (801) 972-5503**
**OGDEN: 2924 Pennsylvania Avenue • (801) 621-4612**

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QUICK QUACK CAR WASH | PROPOSED SIGNAGE | WALL SIGN

MANUFACTURE AND INSTALL

(1) SET OF NON-ILLUMINATED WALL SIGNS WITH VACUUM-FORMED FACES

(1) SET OF ILLUMINATED WALL SIGNS WITH VACUUM-FORMED FACES

© FACES: 3/16" CLEAR PLEX, VACUUM-FORMED WITH VINYL AND PAINTED GRAPHICS ON 2ND SURFACE
© RETAINERS: ALL ALUMINUM, 2" PAINTED WHITE
© DESIGNS: ALL ALUMINUM IF DEEP PAINTED WHITE
© BACKS: ALL ALUMINUM STOCK COLOR
© ILLUMINATION: WHITE LEDS
© POWER SUPPLY: HOUSED IN SIGN CABINET
© FLUSH MOUNTED TO FASCIA (SEE ATTACHMENT DETAIL)

• DISCONNECT SWITCH AT SIGN
• 120V SERVICE SUPPLIED BY OTHERS

POWER REQUIREMENTS PROVIDED BY OTHERS

(1) 20 AMP CIRCUIT
120 VOLTS

PROPOSED LAYOUT
SCALE: 1/2"=1'-0"

PROPOSED SIGNAGE = 55.50 SF

SECONDARY SIGNAGE
**NOT ILLUMINATED**

B1
- PM1 3425, 3M EMERALD GREEN 235-126
- PMS 7404, 3M YELLOW 230015
- PMS ORANGE 021, 3M ORANGE 230-44
- PMS BLACK, 3M BLACK 230-22

B2

Utah Contractors: 375809-5501 • Nevada: 60486 • Colorado: 237787 • Idaho: RCE-29969

Back Matter
QUICK QUACK CAR WASH | PROPOSED SIGNAGE | METAL CANOPIES

MANUFACTURE AND INSTALL

(4) SUSPENDED METAL CANOPIES

- PROJECTION: (4) @ 4'-0"
- DROP: (2) @ 3'-8", (2) @ 7'-0"
- WIDTH: (4) @ 23'-4"
- TURNBUCKLE AND RODS, PAINTED P1
- CANOPY FRAME: 2"x12" ALL ALUMINUM CONSTRUCTION, PAINTED P1

PAINT TO MATCH SW 6755 "STARBOARD" GREEN

TYPICAL METAL AWNING

PROPOSED LAYOUT

SCALE: 3/8"=1'-0"

C3 C4 C5

23'-4"

9'-8"

9'-8"

C1 C2

23'-4"

19'-4"

Utah Contractors: 375809-5501 • Navajo: 60486 • Colorado: 237787 • Idaho: RCE-29969

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(801) 489-3645
www.allied-sign.com

Salt Lake City: 1920 S. 900 W., Salt Lake City, UT • (801) 972-5503

Ogden: 2924 Pennsylvania Avenue • (801) 621-4612

Client: Quick Quack Car Wash

Sales Approval:

Designer: Richard

Sales: Regina

File Name: