

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is made and executed by and between the Ogden City Building Permits and Inspections Department (“City”) and Weber County (“County”), all bodies corporate and politic of the State of Utah.

WHEREAS, the City houses building plans that are useful to the County when assessing property; and

WHEREAS, the City limits access to building plans due to copyright laws; and

WHEREAS, the County agrees to protect all building plans provided by the City.

NOW THEREFORE, the parties do mutually agree as follows:

1. The City will retain residential building plans for one year and commercial building plans for seven years pursuant to the City’s records retention schedule;
2. The City will provide retained building plans upon request to the County. Plans that are electronically retained will be provided electronically. Plans that are not electronically retained must be viewed in person at Ogden City Building Services.
3. The County will classify all building plans provided by the City as protected and use the plans only for assessment purposes.

The terms of this agreement shall be effective upon signing and shall continue unless cancelled by either party through written notice delivered to both parties.

Entered into this _____ day of _____ 2023.

 Brandon Cooper
 Community and Economic Development Director
 Ogden City

 Gage Froerer
 Chair, Weber County Commission

Attest: _____
 Ricky Hatch
 Weber County Clerk/Auditor