



**RICHMOND CITY CORPORATION
90 SOUTH 100 WEST
RICHMOND, UTAH 84333**

AGENDA

Public Notice is given that the Richmond City Planning & Zoning Commission will meet in a regularly scheduled meeting at 90 South 100 West, Richmond, Utah, on **Tuesday, October 1, 2024**. The meeting will begin at 6:30 PM.

Call to Order

1. Approval of Planning Commission Meeting Minutes from September 3, 2024.
2. Public Hearing for the purpose of discussing Ordinance 2024-13, an Ordinance amending the Richmond City Municipal Code, Title 12-000 "Land Use, Development and Management (LUDMO)", Chapter 12-2000 "Subdivision Regulations", Part 12-2003-4 "Final Plat Preparation and Required Information".
3. Discussion and possible vote on Ordinance 2024-13.
4. Initial discussion on Ordinance 2024-12, an Ordinance amending the Richmond City Municipal Code, Title 12-000 "Land Use, Development and Management (LUDMO)", Chapter 12-900 "Zones" adding in its entirety Part 12-911 "Multi-Family Residential Zone "MF"", Sections 12-911-1 "Purpose", 12-911-2 "Width, Density and Yard Regulations", 12-911-3 "Height Regulations", 12-911-4 "Modifying Regulations", 12-911-5 "Group Dwelling Standards", 12-911-6 "Parking, Loading and Access", 12-911-7 "Landscaping", 12-911-8 "Trash/Garbage", 12-911-9 "Development in Phases" and 12-911-10 "Allowed Uses".

Adjournment

*****Items on the agenda may be considered earlier than shown on the agenda.*****

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Office at (435) 258-2092, at least 3 days before the date of the meeting.



RICHMOND CITY PLANNING & ZONING COMMISSION

City Council Chambers
90 South 100 West
Richmond, Utah 84333

The Richmond City Planning & Zoning Commission met in a regularly-scheduled meeting at 90 South 100 West Richmond, Utah, at 6:30 p.m. on Tuesday, September 3, 2024

Commission Members Present: Cindy Allen, Jay Bair, Cache Christensen, Brock Meacham, Brent Wallis

Staff Present: Justin Lewis (City Recorder)

Chairman Brent Wallis called the meeting to order at 6:30 p.m.

Approval of the August 6, 2024 meeting minutes

Cindy moved to approve the August 6, 2024, Planning Commission meeting minutes. Cache seconded the motion. Motion approved 5-0.

Yes Vote: Allen, Bair, Christensen, Meacham, Wallis

No Vote: None

Continued discussion for framework and assignments on a new multi-family zoning ordinance.

Brent put together a matrix from last month's discussion. He did some research with examples from Smithfield, Nibley & Hyrum. Setbacks, open space, units per acre, and height requirements were all discussed. Clearance between/behind buildings was decided to match the 20-foot side and 30-foot front setbacks. If amenities are proposed, an HOA (Homeowner's Association) would be required to maintain them, but they would not be mandated.

Brock commented that if garages are available, they are sometimes used for storage and asked whether they should be included in the mandatory parking requirement or if more mandatory spaces should be built in to meet the need. Covered parking was discussed, but the Commission did not favor carports.

Jay noted that most developers feel amenities sell their projects but asked if bonus densities would be allowed. Cache suggested allowing developers to present their plans and make decisions based on what is proposed. Fencing would not be an amenity that would qualify for any bonus density.

Justin asked the Commission to define what fencing will be allowed and discouraged using wood and chain-link. Brent said there are many options, and it might be better to determine what is "not allowed." Jay likes the idea of requiring fencing between multi-family and adjoining zones. Cindy wants to ensure that fencing "around a project" does not make it

look segregated. Jay used Stone Haven in Smithfield as a good example. Brock also mentioned that fencing around a complex might create issues for the flow of pedestrians. Justin noted that fencing along a park strip, if it is the backyard to the properties, can create some problems with the maintenance and upkeep of the park strip if it is difficult to get to. He also suggested that amenities be located within the development and not along the main roads.

Justin asked what the Commission thought about selling individual units within a development. Cache noted that owners are generally more invested in maintaining their properties well. Brock agreed that developers should be given the option.

Cache asked about capping the size of development and whether more than one parcel can be developed. Brent said it might be challenging to manage if one owner has several parcels, but that can be considered during the zone change process.

The Commission discussed the size of complexes and determined that a 6-plex would be the maximum building size allowed.

Justin will work putting together a draft ordinance which will include:

- ✓ Height – maximum height 45-feet.
- ✓ Setbacks – 30-foot front and 20-foot side and rear (measured from a permanent fixture or foundation).
- ✓ Open Space – 40% required.
- ✓ Parking Required – (3) per unit

The draft ordinance will be reviewed at the October 1st planning commission meeting. The ordinance can be changed anytime. Once the draft has been reviewed, it will be presented to the City Council, who will provide feedback.

Assignments for the next meeting (October 1st).

Cache will work on amenities and what should be included in the open space. Amenities are often market-driven and should make the development financially feasible for the developer. Justin noted that they should not be located along the main streets but inside the development for safety reasons. Some ideas included interior walking trails and pickleball courts.

Brock will work on a list of permitted uses; do not want to allow conditional-uses when possible.

Brent will prepare a use-matrix that can be adjusted.

Jay suggested considering whether a detention pond should be allowed and considered as an open space. Justin said he does not believe it should be because it cannot be used for any other reason.

Next meeting: Tues. Oct. 1, 2024.

The meeting adjourned at 7:23 p.m.

Planning Commission Chairperson

**RICHMOND CITY CORPORATION
ORDINANCE 2024-13**

WHEREAS, the City Council of Richmond has the responsibility for the general welfare of the City; and

WHEREAS, such responsibility includes but is not limited to, establishment of best management practices;
and

WHEREAS, management practices may evolve over the passage of time:

NOW THEREFORE, the City Council of Richmond City, County of Cache, State of Utah, hereby adopts,
passes and publishes the following:

**AN ORDINANCE AMENDING THE RICHMOND CITY MUNICIPAL CODE, TITLE 12-000
“LAND USE, DEVELOPMENT AND MANAGEMENT (LUDMO)”, CHAPTER 12-2000
“SUBDIVISION REGULATIONS”, PART 12-2003-4 “FINAL PLAT PREPARATION AND
REQUIRED INFORMATION”.**

BE IT ORDAINED BY THE CITY COUNCIL OF RICHMOND CITY, CACHE COUNTY, UTAH AS
FOLLOWS:

1. Sections shall be amended such that the highlighted areas below shall be added and the ~~strikeout~~ areas shall be deleted.

12-2003-4	FINAL PLAT PREPARATION AND REQUIRED INFORMATION
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D. Financial Guarantee: No site grading or construction of lots or of the public improvements required in this title shall be started unless and until the sub-divider shall have furnished to the City a contractor's performance bond, an irrevocable letter of credit or funds in escrow an amount equal to at least one and one-quarter (1.25) times the reasonable value of the required public improvements, as determined by the Richmond City Engineer, to guarantee the complete and timely development of any facilities or improvements which are the sub-divider's responsibility.

2. Should any section, clause, or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, in whole or in part, the same shall not affect the validity of the Ordinance as whole, or any other part thereof.
3. All ordinances, and the chapter, clauses, sections, or parts thereof in conflict with provisions of this ordinance are hereby repealed, but only insofar as is specifically provided for herein.
4. This ordinance shall become effective after the required public hearing and upon its posting as required by law.

THIS ORDINANCE shall be attached as an amendment to the Richmond City Municipal Code above referred to.

ADOPTED AND PASSED by the Richmond City Council on this 17th day of October, 2024.

RICHMOND CITY CORPORATION

Paul J. Erickson, Mayor

ATTEST:

Justin B. Lewis, City Recorder

**RICHMOND CITY CORPORATION
ORDINANCE 2024-12**

WHEREAS, the City Council of Richmond has the responsibility for the general welfare of the City; and

WHEREAS, such responsibility includes but is not limited to, establishment of best management practices;
and

WHEREAS, management practices may evolve over the passage of time:

NOW THEREFORE, the City Council of Richmond City, County of Cache, State of Utah, hereby adopts,
passes and publishes the following:

**AN ORDINANCE AMENDING THE RICHMOND CITY MUNICIPAL CODE, TITLE 12-000
“LAND USE, DEVELOPMENT AND MANAGEMENT (LUDMO)”, CHAPTER 12-900 “ZONES”
ADDING IN ITS ENTIRETY PART 12-911 “MULTI-FAMILY RESIDENTIAL ZONE “MF””,
SECTIONS 12-911-1 “PURPOSE”, 12-911-2 “WIDTH, DENSITY AND YARD REGULATIONS”,
12-911-3 “HEIGHT REGULATIONS”, 12-911-4 “MODIFYING REGULATIONS”, 12-911-5
“GROUP DWELLING STANDARDS”, 12-911-6 “PARKING, LOADING AND ACCESS”, 12-911-7
“LANDSCAPING”, 12-911-8 “TRASH/GARBAGE”, 12-911-9 “DEVELOPMENT IN PHASES”
AND 12-911-10 “ALLOWED USES”.**

BE IT ORDAINED BY THE CITY COUNCIL OF RICHMOND CITY, CACHE COUNTY, UTAH AS
FOLLOWS:

1. Sections below shall be added in their entirety.

PART 12-911 MULTI-FAMILY RESIDENTIAL ZONE “MF”.

12-911-1 PURPOSE

The purpose of the multiple-family residential zone (MF) is to provide areas throughout the community which shall be characterized by low rise multiple-family and apartment development. This zone is intended to provide an attractive setting for multiple-family apartments, townhomes, and dwelling units which will be harmoniously blended together.

In keeping with the most recent General Plan update there shall be a minimum of fifteen hundred (1,500) feet between lots as measured by following the shortest route of vehicular travel along public thoroughfares, from the nearest point on the boundary line of the property on which a multiple-family dwelling is proposed to the nearest point on the boundary line of any other parcel or lot on which a multiple-family dwelling exists or is proposed for construction.

12-911-2 WIDTH, DENSITY AND YARD REGULATIONS
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Minimum Yard Requirements (In Feet):

Frontage: 75

Setback Requirements (In Feet):

Front: 30
Side: 20
Rear: 20

12-911-3	HEIGHT REGULATIONS
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No building or structure shall be erected to a height greater than forty-five feet (45'), to be measured from the threshold of the main entrance at street level to the highest point of the roof. Accessory buildings and other buildings shall not be erected to a height greater than the dwelling, but in no case shall it exceed twenty feet (20') in height.

12-911-4	MODIFYING REGULATIONS
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Modifying regulations in the MF (multiple-family residential) Zone are as follows:

- A. **Front Yards:** On corner lots, the least of the two (2) front yards shall be a minimum of twenty feet (20') and the combination of the two (2) together shall total a minimum of fifty feet (50').
- B. **Side Yards:** Main buildings other than dwellings shall have a minimum side yard of twenty feet (20'). Private garages and other accessory buildings located at least ten feet (10') behind the main building may have a side yard of ten feet (10'), except that the street side yard on a corner lot shall be a minimum of twenty feet (20') for main and accessory buildings.
- C. **Rear Yards:** Unsheltered decks, supported by posts and which are less than thirty inches (30") above the ground or greater than eighty-four inches (84") above the ground but, not greater than the uppermost floor level, shall be allowed to project into the required rear yard a maximum of ten feet (10').

12-911-5	GROUP DWELLING STANDARDS
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The following provisions shall apply to the development of group dwellings as defined in this title:

- A. **Group Dwellings:** Group dwellings can be divided and sold as individual buildings/units.
- B. **Open Space:**
 - 1. Open space shall be provided and shall not cover less than fifty percent (40%) of the gross site area. The required open space shall be land areas that are not occupied by buildings, structures, parking areas, streets or alleys. Said open space shall be devoted to landscaping, preservation of natural features, patios and recreational areas.
 - 2. At least fifty percent (50%) of the required open space shall be designated for use as common open space for common enjoyment and use for all residents of the development. Private open space (that provided for each dwelling unit for personal use) shall be located immediately adjacent to, attached to, or within the dwelling unit it is designed to serve and shall be for the exclusive use of the residents of that dwelling unit. Landscaped roof areas or decks attached to individual units may not be calculated as part of the required common open space.
 - 3. Open space needs to be identified as an area to facilitate snow retention during the winter months.
 - 4. Detention and retention basins may be counted toward meeting the minimum open space requirement.
- C. **Building Orientation:** No residential building shall face the rear of another building on the development site.
- D. **Side By Side Buildings:** A separation of at least twenty feet (20') shall be maintained between buildings which are located side by side.
- E. **Maximum Number of Units per Building:** The maximum number of dwelling units per building will not be greater than six (6).
- F. **Maximum Density:** The maximum number of units per acre will not be greater than ten (10).
- G. **Additional Conditions:** The planning commission or city council may impose other reasonable conditions as may be necessary to accomplish the purpose of this title.

12-911-6	PARKING, LOADING AND ACCESS
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- A. Each lot or parcel in the MF Zone shall provide minimum ten foot by twenty-four-foot (10' x 24') parking stalls located and in numbers as described below.
- B. All parking spaces shall be paved with asphaltic cement or concrete and shall be provided with paved access from a public street.

- C. Parking spaces shall not be provided within a required front yard.
- D. Each dwelling unit shall be provided with at least four (4) parking spaces. A single car attached garage will be considered one (1) parking stall. A two-car attached garage will be considered two (2) parking stalls.

12-911-7	LANDSCAPING
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The following landscaping provisions shall apply in all multiple housing developments within the MF Zone:

- A. All open space shall be maintained with suitable landscaping of plants, shrubs, trees, grass and similar natural landscaping materials.
- B. Initial landscaping shall include at least one tree per two (2) units.
- C. There shall be provided a minimum of three feet (3') of landscaped area around the front foundation of all buildings dedicated to foundation planting, ground covers or natural landscaping such as lava rock or bark. In areas where natural landscaping is used a weed barrier or block shall be used to prevent the encroachment of weeds or grass into the landscaped area.
- D. In required landscaped areas, all trees shall be a minimum two-inch (2") caliper trunk, and all shrubs shall be a minimum of five (5) gallon size.
- E. All areas to be landscaped with grass shall have sprinklers and/or irrigation systems. All other landscaped areas shall be provided with drip or other approved irrigation systems as approved by the planning commission or city council.
- F. The area between the curb or street line and the public sidewalk shall be landscaped and maintained by the owner of the property fronting the street.
- G. All landscaped areas shall be kept free of weeds and be maintained in a healthy condition. All required vegetation that dies shall be promptly replaced during the current growing season.
- H. A perimeter fence around the outside of the overall development boundary shall be installed as part of the development process. The fence shall be a six-foot (6') sight proof fence. Wood and chain link are not allowed.

12-911-8	TRASH/GARBAGE
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Trash/garbage shall not be stored in an open area. All trash containers shall be screened from public streets and adjacent properties with a six-foot (6') sight proof fence or wall. Openings of trash enclosures shall be oriented away from public view or screen with sturdy gates wide enough to allow easy access for trash collection. No trash containers or trash enclosures may be located within a required front yard or street side yard setback.

12-911-9	DEVELOPMENT IN PHASES
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If the MF Development is to be developed in phases, each phase shall be of such size, composition, and arrangement that its construction, marketing, and operation is feasible as a unit independent of any subsequent phases. Final approval shall be given only to one (1) phase at a time. No construction of any kind shall begin in the second or subsequent phases until sixty-five (65) percent of the total development of the preceding phase has been substantially completed.

12-911-10	ALLOWED USES
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Xxx under construction xxx

- 2. Should any section, clause, or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, in whole or in part, the same shall not affect the validity of the Ordinance as whole, or any other part thereof.
- 3. All ordinances, and the chapter, clauses, sections, or parts thereof in conflict with provisions of this ordinance are hereby repealed, but only insofar as is specifically provided for herein.

4. This ordinance shall become effective after the required public hearing and upon its posting as required by law.

THIS ORDINANCE shall be attached as an amendment to the Richmond City Municipal Code above referred to.

ADOPTED AND PASSED by the Richmond City Council on this xx day of xx, 2024.

RICHMOND CITY CORPORATION

Paul J. Erickson, Mayor

ATTEST:

Justin B. Lewis, City Recorder