



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

AGENDA

Public Notice is given that the Richmond Planning & Zoning Commission will meet in a regularly scheduled meeting at 90 South 100 West, Richmond, Utah, on **Tuesday, February 4, 2025**. The meeting will begin at 6:30 PM.

Call to Order

1. Approval of Planning Commission Meeting Minutes from January 7, 2025
2. Public Hearing for the purpose of discussing 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 "Residential Multiple-Family Zone "RMF"", 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", 12-911-10 "Allowed Uses" and 12-911-11 "Density Bonus and Incentives".
3. Discussion and possible vote on Ordinance 2024-12.
4. Continued discussion on Use Matrix Table.

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, January 7, 2025

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

Staff Present: Justin Lewis (City Recorder), HollyJo Karren (City Administrator), Joel Draxler (City Council)

Others Present: Paul Hammond, Terri White, Ryan Palmer

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

Approval of the December 3, 2024 meeting minutes

***** Jay moved to approve the December 3, 2024, Planning Commission meeting minutes. Brock seconded the motion. Motion approved 5-0.*****

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

No Vote: None

Continued 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”.

Justin explained that Section “12-911-11 Density Bonus and Incentives” was added, as discussed at last month’s meeting. Under the Proximity to Public Transportation section, he added “or State Road 142 (SR142) west of the railroad tracks at approximately 550 West Main” and asked the Commission if they would like to change that. Brent said it makes sense to allow it where a stop light already funnels traffic, especially if future land is ever annexed. Jay suggested changing it from the highway to 200 West.

Cache said offering bonus density west of the railroad tracks might prove difficult because developers have wanted to go west and have been turned down. Justin said there is a waterline there now that was not there in the past; it would be up to a developer to decide if they want to put in the remaining infrastructure. Brent said this is only allowing bonus density and not giving approval for a development.

This will be added as a public hearing to the February 4, 2025, meeting agenda.

Initial Discussion on Use Matrix Table

Brent presented a Use Matrix Table that he put together. All the listed uses are currently defined in the Richmond City Code; he has listed whether they are permitted or conditional within each zone. He questioned whether the list should be simplified into broader categories such as combining things like dairying, fur farms, feed yards, and corrals into agricultural uses. Brock said agriculture is a broad definition, and it might be wise to determine what type of uses would be acceptable; a dairy farm is very different than a garden, and separating them out would allow more control of what is permitted within a specific zone. Brent said in the banking world, agriculture is separated into crop production, dairying, and/or livestock production. Livestock is not specifically defined (e.g., a pig, a goat, a cow, etc.). Brock said his concern is that a dairy would require more equipment and possibly bigger trucks than other uses. Cache noted that in some cases, livestock and crop production could occur. Brent said one good reason to keep them separate would be to help with situations where there might be more public outcry, such as a pig farm. The separation would allow better control of uses. Cache said another option could be to regulate the nuisances associated with different uses, such as smell, noise, etc. Jay wondered if livestock should be delineated further. Justin pointed out that the City Code currently does not allow pigs.

Cache wants to ensure there are ways to allow for temporary events and activities, such as the straw maze offering a petting zoo in the spring. Brock noted those would likely fall under a special event/license permit.

Brent asked if fur farms should be a separate use or should be included under the livestock/poultry category. Justin said, because of the smell, they are typically separate. Mink farms used to be in Richmond.

Brent noted that one of the issues in the code is retail goods versus retail services and questioned whether those should be delineated. Jay said other cities spell those out and may prohibit specific uses such as a tattoo or vape shop.

Justin pointed out that conditional uses can be difficult. Legal counsel encourages making them a permitted use or denying them. Brent said most uses in the current code are listed as conditional. Justin said that is, unfortunately, the case, and it should be corrected as the Matrix Table is developed.

Brent asked whether retail should be better delineated beyond goods and services and what type of, if any, commercial should be allowed in a Multi-Family zone. Brock questioned whether the consideration would be a small retail establishment or a home based business because someone doing an online business from home would have no impact on the surrounding area. Brent said retail should be anyone that sells a product, whether out of their garage or a brick-and-mortar location. Cache said the Commission could consider what types of things should be avoided and focus on how to regulate those such as loud noises, smells, and certain sales.

Brock asked about the approval of business licenses and what items are reviewed when they are considered. HollyJo said factors such as traffic, parking, and chemicals are a few of them.

Brent suggested inserting the NAICS codes (North American Industry Classification System) into the table, as they are broken into specific and separate categories. Cindy thinks this is a smart place to begin rather than trying to reinvent the process. Brent will work on adding those in.

Cache said the Commission needs to decide whether the uses should be more permissive or prohibitive. Brent said it can be challenging to determine what should and should not be allowed without a fairly exhaustive list.

Brent suggested removing any use with its own overlay zone such as schools, PUDs, and public utilities. The Commission agreed.

Cache said residential facilities for the elderly and disabled could be combined in a similar category. Brent asked about group dwellings like recovery facilities or halfway houses; Cache suggested they could be considered an institution.

Jay said Smithfield City has a fairly extensive code that can be used as a resource; some of the language and uses could be derived from there to help delineate uses, for example, Home Occupation – Distributive or Home Occupation – Non-Distributive. Brock agreed that it is quite extensive but could help provide clarity. Justin said the table can constantly be amended at any time as well.

Brent would like to reach a point where changes can be made to the Matrix Table rather than every applicable zone.

Brent questioned whether agriculture should be allowed in this zone, specifically if a large property is being developed and part of it is still used for farming. Jay said that a development could be completed and zoned in phases. Brent said crop production and grazing, not large corrals or feed yards, could be allowed.

Cache said if it fits well, he would be fine with some small retail uses, such as shared office space in a clubhouse or small convenience store. A clubhouse is considered a commercial building in some developments, even within an HOA (Homeowner's Association) development, because it requires more life-safety considerations. If any commercial service were included in the clubhouse, the HOA would have to apply for a business license if they were to rent space or charge for use.

Cache suggested allowing a home business if there are no impacts. Brock agreed and noted an example of Riverwoods/Conservice in Logan and said size and scale would undoubtedly be an issue to be considered.

In the Multi-Family zone, the Commission decided to:

Allow: single-family Residential, retail (will continue to make a better distinction), clubhouse (permitted as a commercial component), home-based business (as long as there is no impact on adjacent properties), crop production/grazing, household pets,

community/community-use recreation facilities, facilities for the elderly and persons with disabilities.

Not Allow: gravel pits, car dealerships, manufacturing, livestock & poultry, farm buildings (unless pre-existing), dairying, cemeteries, fur farms, feed yards, corrals, silage pits, produce stands, stables, and group homes.

The Commission pointed out that this is an initial list that can be better delineated, but this will allow the ordinance to move forward at this time.

The meeting adjourned at 7:40 p.m.

Next meeting: Tues. Feb. 4, 2025

Planning Commission Chairperson

**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 “RESIDENTIAL MULTIPLE-FAMILY ZONE
“RMF””, 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”, 12-911-10 “ALLOWED USES” AND 12-911-11 “DENSITY
BONUS AND INCENTIVES”.**

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 RESIDENTIAL MULTIPLE-FAMILY ZONE “RMF”.
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12-911-1 PURPOSE

The purpose of the Residential Multiple-Family Zone (RMF) 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.

The fifteen-hundred-foot distance requirement is not applicable to any parcel which abuts a parcel(s) which have the following zoning classification: Highway Commercial Zone (HC), Manufacturing/Light Industrial Zone (MLI), Planned Industrial Commercial Overlay Zone (PIC) or next to a public school.

12-911-2 WIDTH, DENSITY AND YARD REGULATIONS

Minimum Yard Requirements (In Feet):

Frontage: 80

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 Residential Multiple-Family Zone (RMF) 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 forty 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.
- H. **Front Yard:** A multifamily front yard is the yard that extends from the front lot line to the foundation of the main building of a multifamily structure. Multifamily structures are buildings that contain multiple

housing units, such as apartment buildings and condominiums. The front facade of a multifamily building should face the street, and the primary entrance should be located on the front facade, with the exception(s) of corner lots allowing the main entrance to be on the side of the building or in a multi building development the main entrance can be on the side of the building while maintaining proper side setbacks. Parking is only allowed in driveways that access from the street and have a garage that is part of the front facade. If no garage is present in the front facade, parking is not allowed in the front yard.

12-911-6 PARKING, LOADING AND ACCESS

- A. Each lot or parcel in the Residential Multi-Family Zone (RMF) shall provide minimum nine feet wide by twenty feet long (9' x 20') 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 the required front yard.
- D. Each dwelling unit shall be provided with at least three (3) 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.
- E. Driveways shall be a minimum of two feet (2') wider than the garage door.

12-911-7 LANDSCAPING

The following landscaping provisions shall apply in all multiple housing developments within the Residential Multi-Family Zone (RMF):

- 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 two (2) 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

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

If the Residential Multiple-Family (RMF) 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 and amenities, if applicable, of the preceding phase has been substantially completed.

12-911-10	ALLOWED USES
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Permitted Uses:

- A. Single family residence
- B. Agricultural crop production
- C. Agricultural animal grazing
- D. Home occupations
- E. Household pets
- F. Pre-existing farm buildings built prior to February 20, 2025
- G. Country club
- H. Residential facilities for elderly persons
- I. Residential facilities for persons with disabilities
- J. Recreational facilities
- K. Common-use facilities

12-911-11	DENSITY BONUS AND INCENTIVES
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Listed below outlines the requirements and regulations on density bonuses within a Residential Multiple-Family Zone “RMF”. All amenities must be approved by the Planning Commission and City Council before the density bonus will be awarded. **In no case shall the density bonus exceed twenty percent (20%) of the base density.** An amenity or feature may not be used to receive a density bonus under more than one density bonus category.

To qualify for a density bonus, developers must meet the following criteria:

PROXIMITY TO PUBLIC TRANSPORTATION: Ensure the development is within a 1,500-foot walking distance, on sidewalks or the edge of the road, of a bus stop, Highway 91 or State Road 142 (SR142) which begins at 200 West Main. Bonus Density Percentage: 5.00%.

BICYCLE PATHS AND WALKING PATHS: Additional hard surface internal bicycle and/or walking paths throughout the development in addition to the mandatory sidewalk requirement. Bonus Density Percentage: 5.00%.

ADA (AMERICANS WITH DISABILITIES ACT) COMPLIANT UNITS: At least five percent (5%) of the total units, rounded to the nearest whole number, in the project must be ADA compliant. Bonus Density Percentage: 5.00%.

PARKS AND RECREATION FACILITIES: Addition of parks and recreation amenities such as but not limited to gym, swimming pool, sport courts, playground, or sport playing fields. These amenities are to promote health and wellness, encourage physical activity and provide recreational opportunities for all ages. Bonus Density Percentage: 5.00%.

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 20th day of February, 2025.

RICHMOND CITY CORPORATION

Paul J. Erickson, Mayor

ATTEST:

Justin B. Lewis, City Recorder