



**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, May 6, 2025

Commission Members Present: Cindy Allen, Cache Christensen, Brock Meacham, Todd Smith, John Hortin, Brent Wallis

Alternate Commission Members Present: John Hortin

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

Others Present: Tim Taylor, Debbie Zilles

Approval of the April 1, 2025 meeting minutes

*****Cindy moved to approve the April 1, 2025, Planning Commission meeting minutes. Cache seconded the motion. The motion was approved 5-0.*****

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

No Vote: None

Public Hearing for the purpose of discussing Ordinance 2025-02, an Ordinance amending the Richmond City Municipal Code, Title 12-000 “Land Use, Development and Management (LUDMO)”, Chapter 12-800 “Zoning Establishment”, adding Part 12-805-20 “Utah Water Savers Program”.

Mr. Lewis explained that a few residents have called in and asked about this program. The staff called the State to ensure the proposed Ordinance contained the correct information. This program will not impact the City; it will only allow residents to take advantage of it if they desire. For them to qualify, the City must have this in its Municipal Code.

The Ordinance will be added as:

12-805-20 UTAH WATER SAVERS PROGRAM

The State of Utah has created a landscape incentive program labeled "Utah Water Savers". Water-efficient landscapes can be reviewed and applied for at: <https://conservewater.utah.gov/landscape-rebates/>

Eligibility for waterwise rebates, composed by the State of Utah, must meet the minimum standards defined for both new and existing landscape conversion:

- A. No lawn on parking strips or areas less than eight feet (8') in width in new development(s).
- B. No more than fifty percent (50%) of front and side yard landscaped area in new residential developments is lawn. Lawn limitations do not apply to small residential lots with less than two hundred fifty (250) square feet of landscaped area.
- C. In new commercial, manufacturing, industrial, institutional, and multi-family development common area landscapes, lawn areas shall not exceed twenty percent (20%) of the total landscaped area, outside of active recreation areas.

6:33 p.m. Public Hearing Opened

There were not any comments or questions.

6:34 p.m. Public Hearing Closed

Discussion and possible vote on Ordinance 2025-02

Cache noted that he has followed this program since it was first introduced and thinks it is a great program and will provide a good option for residents.

*****Cache moved to recommend approval to the City Council Ordinance 2025-02, an Ordinance amending the Richmond City Municipal Code, Title 12-000 "Land Use, Development and Management (LUDMO)", Chapter 12-800 "Zoning Establishment", adding Part 12-805-20 "Utah Water Savers Program". Cindy seconded the motion. The motion was approved 5-0.*****

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

No Vote: None

Public Hearing for the purpose of discussing Ordinance 2025-04, an Ordinance amending the Richmond City Manual of Design & Construction Standards, Chapter 9.0 "Miscellaneous Design", Section 9.01 "Easements", Chapter 2.0 "Street Design", Section 2.02 "Curb, Swales, Sidewalk and Ramps", Chapter "Summary of Amendments to the "Manual of Standard Plans"" and Chapter "Division 33 Utilities", Section 33 12 33 Water Meter".

Weston Bellon, City Engineer, explained the changes as proposed (in bold). Language requiring side and rear lots having a public utility easement is proposed to be removed. This has been discussed with legal counsel.

9.01 EASEMENTS

~~B. Public utility easements shall be established on the sides of each subdivided lot. Minimum widths shall be five (5) feet on the sides of lot and ten (10) feet along front and back of lot.~~

B. Public utility easements shall be established with a minimum width of ten (10) feet along the front of each subdivided lot.

This section is changing what is required for a driveway approach for better preservation of the edge of the asphalt.

2.02 CURB, SWALES, SIDEWALK AND RAMPS

6. Driveway approaches shall be constructed of concrete.

The following changes will apply to the 66' and 99' right-of-way sections. The proposed 3" from the edge of the shoulder to the edge of the sidewalk still provides adequate room for storm water conveyance, but it also allows for a reasonable driveway approach. The current 8" depth created an angle at the bottom of the swale that is too deep. This change makes it APWA (American Public Works Association) compliant.

SUMMARY OF AMENDMENTS TO THE "MANUAL OF STANDARD PLANS"

Replacement of the following drawings under "**Roadways**"

249-N Roadway sections 66 foot – local – swales and ribbon curb (1 of 4)

249-N Roadway sections 99 foot – local – swales (4 of 4)

New Replacement of the following drawing under "**Fire Hydrants**"

521 3/4" and 1" meter – Replace with 521-R

Changes include the depth from the top of the meter to the ground level surface and added a tracer wire. This is for better clarification.

SECTION 33 12 33 WATER METER

Replacement of the following drawing in **3.1 INSTALLATION**

B. Where water lines are located below paved streets or public right-of-ways containing curbs, install valves and meter boxes at the back of the curb per **standard plan 521-R**.

6:40 p.m. Public Hearing Opened

There were not any comments or questions.

6:41 p.m. Public Hearing Closed

Discussion and possible vote on Ordinance 2025-04

Cache said the ribbon curb along the asphalt looks good on where it has been done so far.

Weston clarified for Cindy that tracer wires for the water meters are required but have not been included in the standard drawings.

*****Cindy moved to recommend approval to the City Council Ordinance 2025-04, an Ordinance amending the Richmond City Manual of Design & Construction Standards, Chapter 9.0 "Miscellaneous Design", Section 9.01 "Easements", Chapter 2.0 "Street Design", Section 2.02 "Curb, Swales, Sidewalk and Ramps", Chapter "Summary of Amendments to the "Manual of Standard Plans"" and Chapter "Division 33 Utilities", Section 33 12 33 Water Meter". Todd seconded the**

motion. The motion was approved 5-0. ***

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

No Vote: None

Continued discussion of Use Matrix Table

Sections from 481-928 were reviewed, and the Matrix Table was edited as discussed (see matrix for specifics).

General highlights:

48-49 Transportation & Warehousing – although some line items may not be relevant now, it could be added as a conditional use in most Ag, HC, and MLI zones.

483 – Water Transportation – N/A, delete section.

485- Transit and Ground Passenger Transportation – consideration for the type of businesses that may house transport vehicles. Do not want this to disturb residential areas. Also questioned if this would affect school bus drivers who park their buses by their homes – the Commission did not want to disrupt this option. It was suggested that this not be included in the Center Business District (CBD) zone because the hope is to attract pedestrian-friendly businesses/retail.

486 Pipeline Transportation – N/A, delete section.

487 Scenic & Sightseeing Transportation – remove section.

488 Support Activities for Transportation – remove section.

491 Postal Service – not allowed in residential areas, especially multi-family.

493 Warehousing & Storage (excluding storage units) – generally allow in AG, HC, and MLI zones.

61 Educational Services – allow as a conditional use in all zones. The State approves pre-schools and they have to meet certain conditions. This could also allow consideration for a private school. Consider on a case-by-case basis.

71 Arts, Entertainment & Recreation – delineation of "spectator sports" would be charging admission.

7212 RV Parks – no established RV parking in the City (no KOA)

8131 Religious – conditional use in residential zones, allowed in other zones.

814 Private Households – remove section.

The matrix will now be put into Ordinance form and come to the commission for adoption and then to the city council for review and possible adoption.

Other

Justin advised that the request to remove two overlay zones will be coming to the Commission next month, after which the City Council will consider those and the RMF zone ordinance which the planning commission previously adopted.

HollyJo reported that the 500 North project is going well; minimal complaints have been received and addressed.

The meeting adjourned at 8:00 p.m.

Next meeting: Tuesday, June 3, 2025

Planning Commission Chairperson