



**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, June 3, 2025

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

**Staff Present:** Justin Lewis (City Recorder), HollyJo Karren (City Administrator), Lyle Bair (City Council)

**Others Present:** Terrie Wierenga, Debbie Zilles

Approval of the May 6, 2025 meeting minutes

**\*\*\*Brock moved to approve the May 6, 2025, Planning Commission meeting minutes with a correction to the approval vote from 6-0 to 5-0 for Ordinance 2025-04. 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 2025-07, an Ordinance amending the Richmond City Manual of Design & Construction Standards, Chapter 2.0 “Street Design”, Section 2.01 “General”.

The proposed (**bold**) wording will be added into 2.01 General: “Knuckles, eyebrows, corner cul-de-sacs, or similar features are not permitted in Richmond City **unless authorized by the City Council on a case-by-case basis.**”

**6:33 p.m. Public Hearing Opened**

Terrie Wierenga expressed concern that the language of “case-by-case” basis is nebulous and could potentially expose the City to lawsuits if one proposal is approved and another is not. She wondered if this was part of the governor’s office’s push for more affordable housing by allowing for more and smaller lots.

**6:34 p.m. Public Hearing Closed**

Discussion and possible vote on Ordinance 2025-07

Mr. Lewis said this is being proposed as recommended by legal counsel and the city engineer. There are no submitted or pending requests. The reasoning for the “case-by-case” basis is that each property and design submittal is unique and may be more

applicable in certain areas. Staff supports the idea as proposed and reviewed by legal counsel and the engineering staff.

Brent recalled previous conversations that the Commission had regarding this issue, discussing cul-de-sacs and knuckles and concerns that these could possibly cause issues for servicing the roads such as snow plowing and garbage collection issues. Cache agreed and said that not only are these hard to service, but they can also be a drain on the City's finances. They are single-purpose and can take decades to recoup the investment made in them. He also noted the safety issue that wider streets can encourage higher speeds. He would suggest continuing to prohibit it to avoid confusion and working with developers to explore other viable options.

Justin stated that this was initially discussed and decided on January 8, 2024 in Ordinance 2024-02.

Cache asked if there would be any benefit to the City or county; Justin said it is difficult to answer because nothing has been proposed or designed yet.

If approved, Cindy recommended adding clarifying language "for the safety of".

**\*\*\*Cache moved to recommend denial to the City Council for Ordinance 2025-07, an Ordinance amending the Richmond City Manual of Design & Construction Standards, Chapter 2.0 "Street Design", Section 2.01 "General". Todd 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 2025-06, an Ordinance amending Richmond City Municipal Code, Title 10-000 "Fire, Health, Safety and Welfare", Chapter 10-700 "Telecommunications Tower Facilities", Part 10-701 "Purpose of Chapter", Title 12-000 "Land Use, Development And Management (LUDMO)", Chapter 12-200 "Summary of Contents", Chapter 12-300 "Definitions", Chapter 12-400 "Establishment and Procedural Matters", Part 12-404 "Duties and Powers", Chapter 12- 800 "Zoning Establishment", Part 12-805-20 "Accessory Dwelling Unit", Chapter 12- 900 "Zones", Part 12-903-3 "Conditional Uses", Part 12-904-3 "Conditional Uses", Part 12-905-3 "Conditional Uses", Part 12-901 "Establishment of Zones", Chapter 12-1000 "Overlays", Parts 12-1010 "Planned Unit Development Overlay Zone "PUD", 12-1010-1 "Purpose", 12-1010-2 "Conditional Uses", 12-1010-3 "Height, Area, Width and Yard Regulations", 12-1010-4 "General Requirements", 12-1010-5 "Administration", 12- 1010-6 "Site Plan", 12-1010-7 "Open Space, 12-1010-8 "Development in Phases and Time of Approval", 12-1010-9 "Lost Development Alterations", 12-1010-10 Fees and Part 12-1030 "Multiple-Family Dwelling Unit Overlay "MF"", 12-1030-1 "Purpose", 12-1030-2 "Permitted Uses", 12-1030-3 "Conditional Uses", 12-1030-4 "Regulations", 12-1030-5 "Height Regulations", 12-1030-6 "Area, Width, and Yard Regulations" and 12-1030-7 "Accessory Dwelling Unit".

Justin explained that the City Council would like to have overlay zones and any references to them removed from the City Code before the proposed Residential Multi-Family (RMF) zone is adopted. He pointed out that ADUs (Accessory Dwelling Units) are being moved to a new section in the Code titled Part 12-805-20. They are still being allowed and they should not have been in an overlay section of the code. The PUD section will retain the current language, but it will be displayed as struck through, which is distinct from other repealed sections that are deleted. Staff felt it is necessary to retain the former language due to projects that have been approved and are currently underway.

#### **6:48 p.m. Public Hearing Opened**

Terrie Wierenga thanked the Commission for all their hard work on the RMF zone. She expressed concern regarding the definition of water-wise landscaping. It seems contradictory to the Water-Wise program, which encourages xeriscaping. She asked what constitutes the interpretation of plant material (can it be wood, bark, and/or much) and what specifics constitute “maturity.”

#### **6:49 p.m. Public Hearing Closed**

Discussion and possible vote on Ordinance 2025-06

Cache inquired about the wording in the definition of Water-Wise Landscaping, specifically, “*A minimum of 70% of the total landscaping shall be covered with plant material at maturity,*” and whether it should be changed to a maximum amount. Justin stated that this was adopted on January 11, 2022 by Ordinance 2021-11. It can be reviewed and amended at a future meeting if the Commission determines it to be appropriate. Cache said the point of xeriscaping is to reduce water usage; however, the way it is currently written does not seem to encourage that goal, as plants will still require water. Yards can be beautifully designed with materials other than grass. Brent said an update to this section could be included on next month’s agenda for further discussion.

Todd inquired about the potential impact of possible changes to this section on the Utah Water Savers program; Justin replied that it is a state program and is independent of this section of the Code.

Justin answered for Cindy that the definition of a subdivision is any land that is divided, re-divided, or proposed to be divided into two (2) or more lots.

**\*\*\*Cache moved to recommend approval to the City Council for the purpose of discussing Ordinance 2025-06, an Ordinance amending Richmond City Municipal Code, Title 10-000 “Fire, Health, Safety and Welfare”, Chapter 10-700 “Telecommunications Tower Facilities”, Part 10-701 “Purpose of Chapter”, Title 12-000 “Land Use, Development And Management (LUDMO)”, Chapter 12-200 “Summary of Contents”, Chapter 12-300 “Definitions”, Chapter 12-400 “Establishment and Procedural Matters”, Part 12-404 “Duties and Powers”, Chapter 12- 800 “Zoning Establishment”, Part 12-805-20 “Accessory Dwelling Unit”, Chapter 12- 900 “Zones”, Part 12-903-3 “Conditional Uses”, Part 12-904-3 “Conditional Uses”, Part 12-905-3 “Conditional Uses”, Part 12-901**

**“Establishment of Zones”, Chapter 12-1000 “Overlays”, Parts 12-1010 “Planned Unit Development Overlay Zone “PUD”, 12-1010-1 “Purpose”, 12-1010-2 “Conditional Uses”, 12-1010-3 “Height, Area, Width and Yard Regulations”, 12-1010-4 “General Requirements”, 12-1010-5 “Administration”, 12-1010-6 “Site Plan”, 12-1010-7 “Open Space, 12-1010-8 “Development in Phases and Time of Approval”, 12-1010-9 “Lost Development Alterations”, 12-1010-10 Fees and Part 12-1030 “Multiple-Family Dwelling Unit Overlay “MF”, 12-1030-1 “Purpose”, 12-1030-2 “Permitted Uses”, 12-1030-3 “Conditional Uses”, 12-1030-4 “Regulations”, 12-1030-5 “Height Regulations”, 12-1030-6 “Area, Width, and Yard Regulations” and 12-1030-7 “Accessory Dwelling Unit”. Cindy seconded the motion. The motion was approved 5-0.\*\*\***

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

**No Vote: None**

Initial discussion on Ordinance 2025-08, an Ordinance amending the Richmond City Municipal Code, Title 12-000 “Land Use, Development and Management (LUDMO)”, adding in its entirety Chapter 12-3000 “Permitted Use Matrix”, Part 12-3001 “Permitted

Brent noted that this proposal includes the Permitted Use Matrix that the Commission has been working on for many months. He recommended striking “church” and including it in the “religious organization” section.

Justin said the public hearing will be scheduled for next month’s Commission meeting, and then the ordinance will be forwarded to the City Council for consideration.

The meeting adjourned at 7:00 p.m.

Next meeting: Tuesday, July 1, 2025

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Planning Commission Chairperson



**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, June 3, 2025**. The meeting will begin at 6:30 p.m.

1. Approval of Planning Commission Meeting Minutes from May 6, 2025.
2. Public Hearing for the purpose of discussing Ordinance 2025-07, an Ordinance amending the Richmond City Manual of Design & Construction Standards, Chapter 2.0 "Street Design", Section 2.01 "General".
3. Discussion and possible vote on Ordinance 2025-07.
4. Public Hearing for the purpose of discussing Ordinance 2025-06, an Ordinance amending Richmond City Municipal Code, Title 10-000 "Fire, Health, Safety and Welfare", Chapter 10-700 "Telecommunications Tower Facilities", Part 10-701 "Purpose of Chapter", Title 12-000 "Land Use, Development And Management (LUDMO)", Chapter 12-200 "Summary of Contents", Chapter 12-300 "Definitions", Chapter 12-400 "Establishment and Procedural Matters", Part 12-404 "Duties and Powers", Chapter 12- 800 "Zoning Establishment", Part 12-805-20 "Accessory Dwelling Unit", Chapter 12- 900 "Zones", Part 12-903-3 "Conditional Uses", Part 12-904-3 "Conditional Uses", Part 12-905-3 "Conditional Uses", Part 12-901 "Establishment of Zones", Chapter 12-1000 "Overlays", Parts 12-1010 "Planned Unit Development Overlay Zone "PUD", 12-1010-1 "Purpose", 12-1010-2 "Conditional Uses", 12-1010-3 "Height, Area, Width and Yard Regulations", 12-1010-4 "General Requirements", 12-1010-5 "Administration", 12- 1010-6 "Site Plan", 12-1010-7 "Open Space, 12-1010-8 "Development in Phases and Time of Approval", 12-1010-9 "Lost Development Alterations", 12-1010-10 Fees and Part 12-1030 "Multiple-Family Dwelling Unit Overlay "MF"", 12-1030-1 "Purpose", 12-1030-2 "Permitted Uses", 12-1030-3 "Conditional Uses", 12-1030-4 "Regulations", 12-1030-5 "Height Regulations", 12-1030-6 "Area, Width, and Yard Regulations" and 12-1030-7 "Accessory Dwelling Unit".
5. Discussion and possible vote on Ordinance 2025-06.
6. Initial discussion on Ordinance 2025-08, an Ordinance amending the Richmond City Municipal Code, Title 12-000 "Land Use, Development and Management (LUDMO)", adding in its entirety Chapter 12-3000 "Permitted Use Matrix", Part 12-3001 "Permitted Use Matrix Table".