



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 7, 2022

Commission Members Present: Cache Christensen, Jessica Dunyon, Reesa Sparrow, Brent Wallis

Commissioner Members Excused: Jay Bair, Sharik Peck

Staff Present: Jeremy Kimpton (City Manager), Justin Lewis (City Recorder), Darek Kimball (J-U-B Engineers), Terrie Wierenga (City Council), Amber Ervin (City Council), HollyJo Karren (Deputy Treasurer)

Others Present: Kyle Atwood, Reese Hulbert, Debbie Zilles, John Apedaile, Cindy Smith

Chair Jessica Dunyon called the meeting to order at 6:30 P.M.

Approval of the February 1, 2022 meeting minutes

Minutes from the February 1, 2022 meeting were reviewed. Cache moved that the minutes be approved as submitted. Brent seconded the motion. The motion was unanimously approved.

Discussion and possible vote on the conditional use permit request by XCIX Design, LLC to operate an engineering consulting service and CNC machine shop for a prototyping and manufacturing business at 253 South 200 West. Parcel 09-079-0005.

The parcel is owned by Reese Hulbert. To have a business in this building, it was mandatory to have a fire hydrant installed within the allowable distance. Mr. Hulbert has installed the fire hydrant. Kyle Atwood wants to have a small machine shop to do prototype work. Fire Chief Jay Downs reviewed the request and does not have concerns from a fire department perspective.

Kyle Atwood has three (3) employees. The primary business is engineering consulting for medical devices; adding prototype services will be a supplement to the current clientele. The hours are 8:00 A.M. – 5:30 P.M.

Mr. Hulbert said the previous business was a wood shop, which was noisier than this business; there have been no complaints from neighbors.

***** A motion was made by Cache to approve the conditional-use permit request by XCIX Design, LLC to operate an engineering consulting service and CNC machine shop for a prototyping and manufacturing business at 253 South 200 West. Parcel 09-079-0005. Brent seconded the motion. The motion passed 4-0.**

Yes Vote: Christensen, Dunyon, Sparrow, Wallis

No Vote: None

Discussion and possible vote on Ordinance 2022-08, an ordinance amending the Richmond City Municipal Code, Title 12-000 "Land Use, Development and Management (LUDMO)", Chapter 12-700 "Signs", Parts 12-703 "Exemptions From Sign Regulations", 12-702 "Types of Signs" and "Sign Reference Chart".

The proposed Ordinance is to address election signs. State code restricts election signs within 200 feet of a polling location as well as on public property. This change will make it clear that election signs are allowed but will need to be on private property. This adjustment will simplify the code and make it easier.

Cache sees signs put up for yard sales and residents who display vendor signs that are on public property; education will be an important component. Jess agreed and is pleased this change will be congruent with the state code.

Brent pointed out that this is a unique issue in Richmond because often the park strips are much bigger than in other communities.

***** A motion was made by Brent to recommend approval to the City Council for Ordinance 2022-08, an ordinance amending the Richmond City Municipal Code, Title 12-000 "Land Use, Development and Management (LUDMO)", Chapter 12-700 "Signs", Parts 12-703 "Exemptions from Sign Regulations", 12-702 "Types of Signs" and "Sign Reference Chart". Reesa seconded the motion. The motion passed 4-0. *****

Yes Vote: Christensen, Dunyon, Sparrow, Wallis

No Vote: None

Discussion and update on the upcoming General Plan update

Terrie explained that a UDOT (Utah Department of Transportation) grant was submitted and approved for \$50,000 to update the General Plan. There will be a Public Open House/Kick-Off meeting on June 21st from 6:30-8:00 P.M. The update will likely take approximately eight to twelve months to complete. The Planning Commission takes the lead in updating the General Plan, which is the guiding document for zoning and land use. Terrie encouraged members to review notes over the last few years and identify areas of concern that should be addressed during this update.

Alison Tomkins (J-U-B Engineers), via phone and computer, summarized what is required, and reviewed the summary of plan elements, collaborative groups,

considerations, and Utah Code 10-9a-4 requirements. She outlined the agenda for the Public Open House and asked the Commission to consider the planning area and to identify any existing resources.

The Commission discussed and decided that the plan should stay within the corporate limits of Richmond City. There is an annexation plan that is the channel to deal with future growth. Justin noted that it will be necessary to update the maps accurately.

Darek explained that the goal is to build/improve the current plan. A General Plan is a forecasting tool. Some of the key issues will be land use (including parks and trails), water use/preservation, transportation, and types of zoning (e.g. buffer zones, senior housing, multi-family). One of the topics that should be considered is lifecycle housing, especially since Richmond has an aging population.

The Commission noted that it will be important to review overlay zones; the consensus from the Commission and staff is the desire to remove overlays and use permanent, standalone zones.

Darek said it is important to consider what is and is not working. A steering/advisory committee will be put together and is an important tool in the process.

Alison said the Public Open House will be a good way to involve citizens and get their input.

Jess said transportation, water, and housing should all be discussed and asked about moderate-income housing. Terrie reminded the Commission that the Moderate-Income Housing Plan was adopted in 2019.

Cache asked if the Open House would have a zoom option; Darek said it may be difficult as it would not be an interactive process and the public will be coming in/out. Terrie pointed out that presentations and other information can be added to the website.

The next meeting will be Tuesday, July 5, 2022.

***** A motion was made by Cache to adjourn at 7:58 p.m. Brent seconded the motion. The motion passed unanimously. *****

Minutes submitted by Debbie Zilles

Planning Commission Chairperson