



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 Thursday, July 6, 2023

Commission Members Present: Jay Bair, Cache Christensen, Jessica Dunyon, Brent Wallis

Staff Present: Justin Lewis (City Recorder), HollyJo Karren (Treasurer), Amber Ervin (City Council)

Others in Attendance: Cindy Allen, Brock Meacham, Debbie Zilles

Chair Dunyon called the meeting to order at 6:30 p.m.

Approval of the June 6, 2023 meeting minutes

Minutes from the June 6, 2023, Planning Commission meeting were reviewed. Jay moved that the minutes be approved as submitted. Brent seconded the motion. The motion was unanimously approved.

Public Hearing for the purpose of discussing Ordinance 2023-08, an Ordinance rezoning Cache County Parcel Number 09-053-0003 from RMD (Residential Medium Density) to CBD (Central Business District). The parcel is located at 72 West Main and is 1.33 acres.

6:33 p.m. Public Hearing Opened

6:34 p.m. Public Hearing Closed

Discussion and possible vote on Ordinance 2023-08.

Justin reviewed that last year Brady Christensen asked for a parcel he owns at 72 West Main to be rezoned from Residential Medium Density (RMD) to Central Business District (CBD). The home could not meet the setback requirements of the zone so the request was denied. The Planning Commission and City Council then reviewed the setbacks in the CBD zone and decided that the Code should be amended. The setbacks have been changed and Mr. Christensen has submitted a new application to rezone his parcel to CBD now that the setbacks fit with the existing home. He intends to operate his State Farm business out of the home. Mr. Christensen talked with neighbors at his initial request and there were no concerns. Mr. Lewis said the staff's recommendation is to approve.

*** A motion was made by Cache to forward a **recommendation of approval** to the City Council for Ordinance 2023-08, for an Ordinance rezoning Cache County Parcel Number 09-053-0003 from RMD (Residential Medium Density) to CBD (Central Business District). The parcel is located at 72 West Main and is 1.33 acres. Jay seconded the motion. **The motion passed 4-0.** ***

Yes Vote: Bair, Christensen, Dunyon, Wallis

Public Hearing for the purpose of discussing Ordinance 2023-10, an Ordinance amending the Richmond City Manual of Design & Construction Standards, Chapter 8.0 “Storm Drainage Design”, Section 8.08 “Detention/Retention Facilities”.

6:37 p.m. Public Hearing Opened

Cindy Allen questioned the need for clarification on permeable materials and xeriscaping. She has worked for over 30 years at a nursery and some customers have many questions.

Brent noted that they are listed in the design standards. The Code intends to be a broader scope. Jess agreed that it should be defined without being too restrictive.

Cache said the desire is for no concrete/asphalt or just dirt. Justin agreed and said it must be able to absorb moisture and not become a weed patch. There has been some concern about access to a basin, which is addressed in 8.08 J-2 “2. *All weather vehicular maintenance access around the entire basin (min 10-foot width).*” If a property owner does not take care of the maintenance around the basin, it is addressed within the nuisance section. The ordinance intends to not be too restrictive/stringent but still address the concerns. There is a particular pond in the City that is still gaining water from three active sump pumps to the east. The basin is doing exactly what it is supposed to be doing and will not be dry until the pumps shut off.

The Commission determined the addition of a reference to Municipal Code Chapter 12 Part 1010 subsections C. Landscaping & D. Definitions, which better clarify requirements for water-wise landscaping (xeriscaping or localscaping).

6:44 p.m. Public Hearing Opened

Discussion and possible vote on Ordinance 2023-10.

At the last Commission meeting regarding retention/detention ponds, the Planning Commission and City Council adopted an ordinance making some changes. The proposed ordinance is adding one sentence to clarify that retention/detention ponds must be landscaped so there is no confusion in this regard. Another question was asked regarding the maintenance and care of the retention/detention ponds. This issue is already covered in the nuisance section of the City Code so it is not necessary to be added into this ordinance.

*** A motion was made by Cache to forward a **recommendation of approval** to the City Council for Ordinance 2023-10, an Ordinance amending the Richmond City Manual of Design & Construction Standards, Chapter 8.0 “Storm Drainage Design”,

Section 8.08 “Detention/Retention Facilities” with the addition of a reference to Municipal Code Chapter 12 Part 1010 subsections C. Landscaping & D. Definitions, which better clarify requirements for water-wise landscaping (xeriscaping or localscaping). Brent seconded the motion. **The motion passed 4-0. *****

Yes Vote: Bair, Dunyon, Peck, Wallis

The next meeting will be held on Tuesday, August 1, 2023. Note: Chair Dunyon will not be in attendance.

Due to primary elections being held on Tuesday, September 5, Governor Cox has encouraged local cities not to hold city meetings that night. It was decided to hold the meeting on Thursday, September 7, 2023.

Cindy Allen and Brock Meacham were in attendance and will be serving on Planning Commission, they were welcomed and thanked for their willingness to serve. Sharik (who was not in attendance) was also thanked for his time serving on the Commission.

The meeting adjourned at 6:48 p.m.

Planning Commission Chairperson