



## RICHMOND CITY PLANNING & ZONING COMMISSION

City Council Chambers  
90 South 100 West  
Richmond, Utah 84333

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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, September 7, 2023

**Commission Members Present:** Cindy Allen, Jay Bair, Cache Christensen, Jessica Dunyon, Brock Mecham

**Commission Members Excused:** Brent Wallis

**Staff Present:** Justin Lewis (City Recorder), Amber Ervin (City Council), Weston Bellon (Engineer), Amber Ervin (City Council), Terrie Wierenga (City Council), HollyJo Karren (Treasurer)

**Others in Attendance:** Alexis Riggs, Debbie Zilles

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

Approval of the July 6 2023 meeting minutes

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

Discussion and possible vote on the request by RKF Properties, LLC for a Conditional-Use Permit to operate a Dollar Tree Store at 215 North 230 West. Parcel Number 09-154-0002. Zoned HC (Highway Commercial).

Alexis Riggs provided an overview of the project. They are proposing to build a 10,000 SF commercial building for a Dollar Tree store on Lot 2 in the Lee's Subdivision (north of the Lee's store). It will be a block building and the exterior (colors and materials) will match Lee's. She confirmed for Jess that Dollar Tree is an LLC Corporation.

Cache asked about the timeline. Alexis said they are hoping to break ground and begin construction once the Conditional Use Permit is approved. The goal is to have it finished late spring/early summer at which time Dollar Tree will submit for the TI and signage permits.

Weston advised that the staff has discussed waiving the 10' setback so that the alleyway to the side of the building would be smaller. It would be up to the Commission to make that determination. Jay recommended this change due to an architectural standpoint. Alexis said the applicant would also like a reduced setback. They just completed a store in Roy, Utah with the same layout and a smaller setback which works well. Alexis said they could not attach the building to Lee's because of the engineering design. They have had the Fire Department review the design and it meets all the applicable fire separation requirements.

Alexis reviewed the egress layout, which will likely be located on the southwest side of the building. The merchandise loading will match what Lee's does.

Justin confirmed for the Commission that Lee's owns the property and will be responsible for the detention pond.

Justin advised that regarding setbacks, the Code states "...10' or otherwise determined by the Planning Commission", therefore, the Commission does have latitude on setbacks within the commercial zone.

\*\*\*A motion was made by Cache to **approve** the request by RKF Properties, LLC for a Conditional Use Permit to operate a Dollar Tree Store at 215 North 230 West. Parcel Number 09-154-0002. Zoned HC (Highway Commercial) with an allowance for a reduction of the 10' setback requirement (down to a 4' or less). Brock seconded the motion. **The motion passed 5-0.**\*\*\*

Yes Vote: Allen, Bair, Christensen, Dunyon, Mecham

No Vote: None

Discussion on the Richmond City Trails Master Plan Update.
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Terrie explained that this project began 2.5 years ago. Carly Lansche, the former Cache County Trails Planner, helped get the plan to this final process. The City Council reviewed the plan last month and did not have any changes. Some grammatical errors have been fixed. One of the reasons for this plan is to define different trails and recreational spaces available, especially for future high-density housing areas to focus on active transportation and providing pedestrian-friendly environments.

Jess thanked Terrie for all her hard work putting this plan together. She likes the idea of creating communities and it also provides information on all the recreation gems of the area. It is a comprehensive document.

Terrie explained that this document has been put together from feedback from the public and stakeholders. They have tried to cover trails from every interest (motorized, bicycles, electrical vehicles, and pedestrians) which can be accessed by everyone. The pros and cons are the central component of this document. There were 40+ trails that people identified as wanting. Each idea delineated the pros and cons for each one. This will plan will help with grant funding applications.

Cindy was pleased with the disclosure that eminent domain could not be used because that was a concern for many. Terrie explained that the state codified that in 2019. Recreational trails are not transportation corridors

Justin pointed out that the City Council did not strip down the document. It includes all the comments that were made during the process. Terrie said they received over 400 responses from the public survey (which are included). She was very pleased with the tremendous feedback.

This will be sent to the City Council for final review and possible approval.

**Public Hearing** for the purpose of discussing Ordinance 2023-12, an Ordinance amending the Richmond City Manual of Design & Construction Standards, Chapter 8.0 “Storm Drainage Design”, Section 8.01 “General” and Chapter “Summary of Amendments to the “Manual of Standard Plans”.

Justin explained that staff has been dealing with an issue throughout the City regarding the edge of new asphalt being ruined, mainly in new subdivisions during construction time. What is happening is the new road is put in and construction trucks are damaging the roads. The asphalt is crumbling and coming apart because there is not a hard edge installed. The City Council and staff have discussed this issue and the proposal is to require a ribbon curb on all new roads. A ribbon curb is an 18” wide concrete edge that the asphalt can abut to. By using a ribbon curb, Richmond can avoid curb and gutter and the major negative of curb and gutter which is dealing with storm water; which the City cannot financially handle at this time. The ribbon curb would also help keep the asphalt together, which in turn will help avoid potholes, which are hard to fix. This change will only apply to new projects. If the City has to put in a new road, a ribbon curb will be added at that time. Several other cities use ribbon curbs and they work quite well. The proposed Ordinance also includes one new sentence about storm water facilities. It is clarifying that the City will inspect them before they are accepted.

Weston noted that some road shoulders have been damaged, especially with the wet spring we have had. The ribbon curb will be adding a concrete edge to keep the asphalt from sluffing off the edge of the road. Weston confirmed for Jay that it would follow the 2% slope; it would also be aesthetically pleasing. It will not affect snow removal.

Cache said this seems to be a great and affordable alternative to curb and gutter.

Jay asked if adding rebar would help with longevity. Weston said it certainly could, however, it would cost more. Machines are used to lay out the curbing. This option is finding a balance between effectiveness and costs, especially in subdivisions with many roads.

Brock asked how any damage would be repaired. Weston said there is a certain amount of funding required to be set aside in escrow to repair anything that is damaged. Justin pointed out that a newer subdivision that was recently chip-sealed was paid for by escrow funds.

## **7:02 p.m. Public Hearing Opened**

There were not any comments or questions.

## **7:03 p.m. Public Hearing Closed**

Discussion and possible vote on Ordinance 2023-12.

Justin outlined the proposed changes:

8:01 (K) “All storm water facilities shall be cleaned and inspected prior to final acceptance by the City.”

SUMMARY OF AMENDMENTS TO THE “MANUAL OF STANDARD PLANS”

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

\*\*\*A motion was made by Cache to forward a **recommendation for approval** for Ordinance 2023-12, an Ordinance amending the Richmond City Manual of Design & Construction Standards, Chapter 8.0 “Storm Drainage Design”, Section 8.01 “General” and Chapter “Summary of Amendments to the “Manual of Standard Plans”. Cindy seconded the motion. **The motion passed 5-0.**\*\*\*

Yes Vote: Allen, Bair, Christensen, Dunyon, Mecham

No Vote: None

The next scheduled meeting will be Tuesday, October 3, 2023.

The meeting adjourned at 7:10 p.m.

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Planning Commission Chairperson