



**RIVERDALE CITY PLANNING COMMISSION AGENDA
CIVIC CENTER - 4600 S. WEBER RIVER DR.
TUESDAY – JANUARY 9, 2023**

6:00 p.m. – Planning Commission Work Session Meeting (Conference Room)

The purpose of the work session is to review maps, plans, paperwork, etc. No motions or decisions will be considered during this session, which is open to the public.

Planning Commission Work Session Items -Planning Commission Training *to be determined*

6:30 p.m. – Planning Commission Meeting (Council Chambers)

A. Welcome & Roll Call

B. Public Comment

This is an opportunity to address the Planning Commission regarding your concerns or ideas. Please try to limit your comments to three minutes. No action will be taken during public comment.

C. Presentations and Reports

D. Consent Items

1. Consideration of Meeting Minutes from:
December 12 2023 Work Session
December 12 2023 Regular Meeting

E. Action Items

1. Consideration of Conditional Use Permit request for Safelite Auto Glass, located at approximately 770 West River Park Drive, Riverdale, Utah 84405, as requested by H&P Investments and Safelite Auto Glass Group.

Items presented by: Mike Eggett, Community Development

F. Comments

1. Planning Commission
2. City Staff

G. Adjournment

In compliance with the Americans with Disabilities Act, persons in need of special accommodation should contact the City Offices (801) 394-5541 at least 48 hours in advance of the meeting.

Certificate of Posting

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted on this 8th day of January, 2024 at the following locations: 1) Riverdale City Hall Noticing Board 2) the City website at <http://www.riverdalecity.com/> and 3) the Public Notice Website: <http://www.utah.gov/pmn/index.html>.

Michelle Marigoni
Riverdale City Recorder

Minutes of the **Work Session** of the Riverdale City **Planning Commission** held Tuesday December 12, 2023, at 6:00 p.m., at the Civic Center, 4600 S Weber River Dr, Riverdale City, Weber County, Utah.

Present:

Commissioners: Kathy Eskelsen, Chair
Kent Anderson, Vice Chair
Amy Ann Spiers, Commissioner
Rikard Hermann, Commissioner
Wanda Ney, Commissioner
Celeste Noland, Commissioner
Randy Poulsen, Commissioner

City Employees: Mike Eggett, Community Development
Michelle Marigoni, City Recorder

Excused:

Visitors:

A. Welcome & Roll Call

The Planning Commission Work Session began at 6:03 p.m. Chair Eskelsen welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present. Members of the city staff were also present.

B. Public Comment

C. Presentations and Reports

Mr. Eggett presented updates on the following:

- Shake Shack opening 12/14/23 with a ribbon cutting at 10:30 am. A traffic plan is in place for the additional business.
- Ashley Furniture is working on interior and exterior construction.
- Tesla is working on groundwork and utilities.
- Napa Auto Parts may be the next to open.
- Chuck E. Cheese has a Design Review Committee meeting in January.
- Thrive Appliance has been very quiet.
- Old John Paras building/Panera is seeking RDA assistance.
- IDK BBQ is still coming; they had an issue with their contractor.
- Walmart is doing a small remodel.
- Council approved the Ken Garff Honda remodel.
- 5600 South offramp is in need of better signage.

D. Consent Items

1. Consideration of Meeting Minutes from:

October 24, 2023 Work Session
October 24, 2023 Regular Meeting
November 14, 2023 Work Session
November 14, 2023 Regular Meeting
November 28, 2023 Regular Meeting
November 28, 2023 Work Session

Chair Eskelson asked if there were any changes or corrections to the minutes. There were none.

E. Action Items

1. a. **Public Hearing for proposed updates to Title 10, Chapter 21 “Subdivisions” ordinance as found in the Riverdale City Code, as requested by the Community Development Department, and required by the State of Utah.**

b. Consideration to forward a recommendation to City Council regarding proposed updates to Title 10, Chapter 21 “Subdivisions” ordinance as found in the Riverdale City Code, as requested by the Community Development Department, and required by the State of Utah.

Mr. Eggett gave a brief update on the history of the changes made to the draft code. The attorney contracted to assist with the project had a difference in code interpretation, so after much discussion, the information

was better understood by the contract attorney. Riverdale was the first city to reach this point, so everyone is working together to understand it. The latest revision was completed just before this meeting. The draft needs to be presented to City Council at the first meeting in January.

F. Comments

G. Adjournment

As there was no further business to discuss, the Planning Commission Work Session adjourned at 6:30 p.m.

Date Approved:

Minutes of the **Regular Session** of the Riverdale City **Planning Commission** held Tuesday, December 12, 2023, at 6:30 p.m., at the Civic Center, 4600 S Weber River Drive., Riverdale City, Weber County, Utah.

Present:

Commissioners: Kathy Eskelsen, Chair
Kent Anderson, Vice Chair
Amy Ann Spiers, Commissioner
Rikard Hermann, Commissioner
Wanda Ney, Commissioner
Celeste Noland, Commissioner
Randy Poulsen, Commissioner

City Employees: Mike Eggett, Community Development
Michelle Marigoni, City Recorder

Excused:

Visitors: Jay Springer

A. Welcome & Roll Call

The Planning Commission Meeting began at 6:30 p.m. Chair Eskelsen welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present. Members of the city staff were also present.

B. Public Comment

Commissioner Eskelsen asked if any members of the public were present with comments. There were none.

C. Presentations and Reports

Mr. Eggett presented updates on the following:

- Shake Shack opening 12/14/23 with a ribbon cutting at 10:30 am. A traffic plan is in place for the additional business.
- Ashley Furniture is working on interior and exterior construction.
- Tesla is working on groundwork and utilities.
- Napa Auto Parts may be the next to open.
- Chuck E. Cheese has a Design Review Committee meeting in January.
- Thrive Appliance has been very quiet.
- Old John Paras building/Panera is seeking RDA assistance.
- IDK BBQ is still coming; they had an issue with their contractor.
- Walmart is doing a small remodel.
- Council approved the Ken Garff Honda remodel.

D. Consent Items

1. Consideration of Meeting Minutes from:
 - October 24, 2023 Work Session
 - October 24, 2023 Regular Meeting
 - November 14 2023 Work Session
 - November 14 2023 Regular Meeting
 - November 28, 2023 Regular Meeting
 - November 28, 2023 Work Session

Chair Eskelson asked if there were any changes or corrections to the minutes. There were none. Commissioner Noland moved to approve the consent items. Commissioner Anderson seconded the motion, and all were in favor.

E. Action Items

1. **a. Public Hearing for proposed updates to Title 10, Chapter 21 "Subdivisions" ordinance as found in the Riverdale City Code, as requested by the Community Development Department, and required by the State of Utah.**

Mr. Eggett went over the executive summary included in the packet, which explained:

Riverdale City Community Development, as required by the Utah State Legislature (Senate Bill 174, 2023) and State Code, has completed an updated ordinance amendment draft of the “Subdivisions” ordinance as found in Title 10, Chapter 21 of the Riverdale City Code. This updated draft amendment was prepared in order to be in compliance with the updated legislative mandates for land use development ordinances associated with single-family dwellings, two-family dwellings, and townhomes subdivisions. The new codes must be completed by or before February 1, 2024. As a component of this proposed comprehensive subdivisions code amendment, city staff also updated codes associated with process and administration of subdivisions that more clearly reflect historical activity and procedural standards for all types of subdivisions (residential, commercial, and industrial). The Utah State Legislature has discussed consequences of not completing this update by February 1, 2024, but these consequences are not clear at this time and would likely be debated during the next legislative session in February of 2024 based on identified rates of compliance throughout the State of Utah during this time period.

The State of Utah has authorized select entities to enter into contract arrangements with cities in order to review these subdivision code amendment proposals, and the State of Utah will pay the expenses of these reviews. One of the entities providing this service is Smith Hartvigsen PLLC, with whom our RDA attorney Adam Long is employed. We have engaged his firm’s services to assist us in the review of our proposed subdivisions ordinance amendments in an effort to be in complete compliance with the requirements of Senate Bill 174. We will share with the Planning Commission any input we receive from the Smith Hartvigsen team, should we receive it prior to the meeting.

In order to move forward with any recommended City Code change, the City is required to hold a public hearing for this update. Therefore, a public hearing has been advertised in accordance with State and City codes. No public comments were provided prior to the establishment of this packet.

Following this executive summary are the proposed code revisions and public hearing notice information for this code update recommendation consideration. This language is also available to the public on the State public meeting notice website.

Motion: Commissioner Anderson moved to open the public hearing.

Second: Commissioner Poulsen

Vote:

Commissioner Eskelsen:	Yes
Commissioner Anderson:	Yes
Commissioner Noland:	Yes
Commissioner: Poulsen	Yes
Commissioner Hermann:	Yes
Commissioner Spiers:	Yes
Commissioner Ney:	Yes

Motion passes, public hearing open at 6:39 pm.

Public Comment: There were no members of the public present.

Motion: Commissioner Noland moved to close the public hearing.

Second: Commissioner Spiers

Vote:

Commissioner Noland:	Yes
Commissioner: Poulsen	Yes
Commissioner Hermann:	Yes
Commissioner Eskelsen:	Yes
Commissioner Anderson:	Yes
Commissioner Ney:	Yes
Commissioner Spiers:	Yes

Motion passes, public hearing closed at 6:40 pm.

b. Consideration to forward a recommendation to City Council regarding proposed updates to Title 10, Chapter 21 “Subdivisions” ordinance as found in the Riverdale City Code, as requested by the Community Development Department, and required by the State of Utah.

Mr. Eggett, alongside attorney Jay Springer from Smith Hartvigsen PLLC, addressed revisions to the code. Changes were made to enhance the clarity of terms, particularly in the pre-application section. The Planning Commission's role as the legislative land use authority was emphasized, granting limited vested rights to

developers upon approval. Four reviews were permitted between the Planning Commission and the Staff Planning Committee.

Extensions for preliminary plats were within the Planning Commission's purview, while final plat expirations would be decided by the Staff Planning Committee. Pre-application reviews, though encouraged, weren't mandatory and didn't count towards the four reviews. Ambiguities persisted regarding complete land use applications, with a future need for clarification.

The small subdivisions section required further clarification, and Mr. Springer provided suggestions for revisions, some of which Mr. Eggett had already addressed. The discussion included a 10- to 15-business day timer starting upon a complete application submission, irrespective of meeting schedules.

Mr. Eggett thanked Mr. Springer and Smith Hartvigsen for their contributions. Commissioner Spiers acknowledged Riverdale's fortune in having Mr. Eggett's expertise for a speedy process. Concerns were raised about potential developer manipulation of the system.

Motion: Commissioner Noland moved to forward a recommendation of approval to City Council regarding proposed updates to Title 10, Chapter 21 "Subdivisions" ordinance as found in the Riverdale City Code, as requested by the Community Development Department, and required by the State of Utah, adding that city staff will make changes discussed in the meeting and with the understanding that minor changes may be made before council meeting.

Second: Commissioner Spiers

Vote:

Commissioner Ney:	Yes
Commissioner Hermann:	Yes
Commissioner Spiers:	Yes
Commissioner Anderson:	Yes
Commissioner Eskelson:	Yes
Commissioner Noland:	Yes
Commissioner Poulsen:	Yes

Motion passes unanimously.

F. Comments

G. Adjournment

As there was no further business to discuss, Commissioner Spiers moved to adjourn. This was seconded by Commissioner Hermann All were in favor and the Planning Commission meeting adjourned at 7:27 p.m.

Date Approved:

RIVERDALE CITY
PLANNING COMMISSION AGENDA
January 9, 2024

AGENDA ITEM: E1

SUBJECT: Consideration of Conditional Use Permit request for Safelite Auto Glass, located at approximately 770 West River Park Drive, Riverdale, Utah 84405, as requested by H&P Investments and Safelite Auto Glass Group.

PRESENTER: Mike Eggett, Community Development

INFORMATION:

- a. [Exec Summ Safelite Auto Glass Cond Use \[20240109\]](#)
- b. [Dept Staff Reps – Safelite Auto Cond Use \[20240108\]](#)
- c. [H&P-Safelite Cond Use App \[20231211\]](#)
- d. [Site Plan Flex 2](#)

[BACK TO AGENDA](#)



Planning Commission Executive Summary

For the Commission meeting on: 1-9-2024

Petitioner: *Safelite Auto Glass and/or H&P Investments Representative*

Summary of Proposed Action

Safelite Auto Glass, as represented by H&P Investments group, have submitted a conditional use permit request for an automobile glass repair service center for property located at approximately 770 West River Park Drive (north of Tri-State Metal Roofing). The affected parcels are zoned in the Regional Commercial (C-3) zone.

The requested category of use as an “automobile repair including paint, body and fender, brake, muffler, upholstery or transmission work, provided conducted within a completed enclosed building” (per City Code 10-10A-4) requires the applicant group to apply for a conditional use permit for this project proposal. A public hearing is not required to consider the conditional use permit request.

Following discussion of the conditional use permit request, the Planning Commission may make a motion to approve the proposed Safelite Auto Glass automotive category conditional use permit request for automobile glass repair services, approve the conditional use permit with any requested modification, table the matter to a later date, or not approve the conditional use permit with the appropriate findings of facts for the decision made.

Title 10 Ordinance Guidelines (Code Reference)

The Conditional Use Permit review is regulated under City Code 10-19 “Conditional Uses” and is affected by City Code 10-10A “Commercial Zones (C-1, C-2, C-3)”.

The proposed use parcel is located along River Park Drive and is currently owned by H&P Investments LLC. The petitioner group would plan to use the building at 770 West River Park Drive.

Attached, following this executive summary, are comments from city staff departments. The Planning Commission should discuss any concerns raised by these summaries.

Staff would encourage the Planning Commission to review the Conditional Use Permit matter and then discuss with the petitioner any concerns raised by staff and/or the Planning Commission. Staff would then recommend that the Planning Commission make a motion to approve the proposed Safelite Auto Glass automotive category conditional use permit request for automobile glass repair services, approve the conditional use permit with any requested modification, table the matter to a later date, or not approve the conditional use permit with the appropriate findings of facts for the decision made.

General Plan Guidance (Section Reference)

The General Plan use for this area is currently set as “Commercial” and this proposed project would comply with this land use.

Legal Comments – City Attorney

Steve Brooks, Attorney

Administrative Comments – City Administrator

Steve Brooks, City Administrator

DEPARTMENTAL STAFF REPORTS – 12/13/2023 to 1/8/2024

From: Shawn Douglas
Sent: Mon 1/8/2023 2:13 PM
To: Mike Eggett
Subject: RE: URGENT RE: Review Comments requested for CUP documentation for Safelite Auto Glass

Mike,

I have no concerns with this. Thanks

Shawn Douglas

Public Works Director
801/394/5541 ext.1217
Sdouglas@Riverdalecity.com

From: Jared Sholly
Sent:
To: Mike Eggett
Subject:

Jared Sholly
Fire Chief
Riverdale City Fire Department
Office 801-394-7481
Cell 801-628-6562

From: Casey Warren (Police Chief)
Sent: Wed 12/13/2023 5:25 PM
To: Mike Eggett
Subject: Re: Review Comments requested for CUP documentation for Safelite Auto Glass

Looks good. No input on my part.

Casey

Chief Casey Warren
Riverdale Police Department
4580 S. Weber River Dr.
Riverdale, UT 84405
(801)394-6616
cwarren@riverdalecity.com



Riverdale City

Community Development
4600 So. Weber River Drive
Riverdale, Utah 84405
Acct #10-36-9000

CONDITIONAL USE PERMIT APPLICATION

DATE 10/4/2023
ADDRESS OF SITE 770 West River Park Drive, Riverdale, UT 84405
APPLICANT'S NAME Tad Leach
ADDRESS 7400 Safelite Way, Columbus, OH 43235
PHONE NUMBER 330-704-6112

NOTE: Plans: Detailed location, site and building plans shall accompany the completed application forms provided by the city. For structures in existence, only a location plan need be provided.

SITE PLAN RECEIVED BUILDING PLANS RECEIVED

Present Zoning of the Property: C-3 Present Use of the Property: New Build - Commercial Flex Space
Acreage of the Property: 2.57 Width of Property on the Street: Approx. 200 ft
Proposed Conditional Use of Property: Automotive Windsheild Repair and Replacement

SIGNED: Tad Leach DATE: Tad Leach

I authorize _____ to act as my representative in all matters relating to this application.

H & P Investments _____ OWNER
[Signature] AGENT AS AUTHORIZED BY OWNER

PLANNING COMMISSION SCHEDULED TO HEAR THIS APPLICATION FOR CONDITIONAL USE ON:
DATE: 1/9/2024 DECISION OF COMMISSION: _____
SIGNATURE OF CHAIRPERSON: _____ DATE: _____

PLANNING COMMISSION PUBLIC HEARING:
DATE: _____ DECISION OF COMMISSION: N/A
SIGNATURE OF CHAIRPERSON: N/A DATE: _____

Fee \$75.00 Date Paid: 12/11/2023 Receipt No. 15.559263

RIVERDALE CITY CORPORATION
4600 SOUTH WEBER RIVER DRIVE
RIVERDALE UT 84405

394-5541

Receipt No: 15.559263

Dec 11, 2023

H&P INV LLC

Previous Balance:	.00
MISCELLANEOUS - CONDITIONAL USE PERMIT 770 WEST RIVER PARK DR 10-36-9000 SUNDRY REVENUE	75.00

Total:	75.00
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CHECK	Check No: 8253	75.00
Total Applied:		75.00

Change Tendered:	.00
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12/11/2023 2:36 PM

