



**RIVERDALE CITY PLANNING COMMISSION AGENDA
CIVIC CENTER - 4600 S. WEBER RIVER DR.
TUESDAY, MAY 13, 2025**

5:30 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.

6:00 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

1. Community Development update

D. Consent Items

1. Consideration of Meeting Minutes from:

April 15, 2025 Work Session

April 15, 2025 Regular Meeting

E. Action Items

1. Consideration to set a public hearing for minor text amendments to Riverdale City Code Title 10, Chapter 8 – Agricultural Zones (A-1, A-2).
2. Consideration to grant a Conditional Use Permit extension request for Joe's Car Connection, located at 5030 Freeway Park Drive.

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 9th day of May, 2025 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 April 8, 2025 at 5:30 p.m., at the Civic Center, 4600 S Weber River Dr, Riverdale City, Weber County, Utah.

Present: Commissioners: Kent Anderson, Chair
Celeste Noland, Vice Chair
Rikard Hermann, Commissioner
Randy Poulsen, Commissioner
Alan Bowthorpe, Commissioner

City Employees: Brandon Cooper, Community Development Director
Jocelyn Rivera, Permit Technician

Excused: Wanda Ney, Commissioner
Colleen Henstra, Commissioner
Michelle Marigoni, City Recorder

A. Welcome & Roll Call

The Planning Commission Work Session began at 5:34 p.m. Chair Anderson welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present, except Commissioner Nye, who was excused. Commissioner Henstra was also excused but would be joining the main meeting by phone. Members of the city staff were also present.

B. Public Comment

C. Presentations and Reports

D. Consent Items

1. Consideration of Meeting Minutes from:

March 25, 2025 Work Session
March 25, 2025 Regular Meeting

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

E. Action Items

1. Motion to un-table the following item:

Consideration and recommendation of a legislative decision to amend Riverdale City Code 10-19-9: Temporary Structures for Seasonal Sales

2. Consideration to forward a recommendation to City Council to amend Riverdale City Code 10-19-9: Temporary Structures for Seasonal Sales

Commissioners continued discussion of temporary sales and temporary structures from the previous meeting, as the item was tabled at that time.

F. Comments

G. Adjournment

As there was no further business to discuss, the Planning Commission Work Session adjourned at 6:00 p.m.

Date Approved:



Minutes of the **Regular Session** of the Riverdale City **Planning Commission** held Tuesday, April 8, 2025, at 6:00 p.m., at the Civic Center, 4600 S Weber River Drive., Riverdale City, Weber County, Utah.

Present:	Commissioners:	Kent Anderson, Chair Celeste Noland, Vice Chair Rikard Hermann, Commissioner Randy Poulsen, Commissioner Colleen Henstra, Commissioner (via telephone) Alan Bowthorpe, Commissioner
	City Employees:	Brandon Cooper, Community Development Director Jocelyn Rivera, Permit Technician
	Excused:	Wanda Ney, Commissioner Michelle Marigoni, City Recorder
	Visitors:	Kenny McFarland

A. Welcome & Roll Call

The Planning Commission Meeting began at 6:00 p.m. Chair Anderson welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present except for Commissioner Ney, who was excused. Commissioner Henstra joined via telephone. Members of the city staff were also present.

B. Public Comment

Commissioner Anderson asked if any members of the public had comments. There were none.

C. Presentations and Reports

Mr. Cooper provided updates on upcoming projects and ongoing business developments:

- Mission Barbecue and Trader Joe's are progressing, with Trader Joe's working on the building shell.
- Ken Garff and Riverdale Townhomes are advancing.
- No commencement has occurred at the former Leslie's mobile home park site due to ongoing issues.
- America First has completed hillside pylons and is now working on upper-level pylons for the parking structure, which may cause louder noise due to their orientation. A crane is being recalibrated for structural development.
- Homes at Motor View are being constructed rapidly.

No questions were raised by the commissioners.

D. Consent Items

1. Consideration of Meeting Minutes from:

March 25, 2025 Work Session
March 25, 2025 Regular Meeting

Chair Anderson asked if there were any corrections to the minutes. There were no changes. Commissioner Poulsen moved to approve the consent items. Commissioner Bowthorpe seconded the motion, which passed unanimously in favor.

E. Action Items

1. **Motion to un-table the following item:**

**Consideration and recommendation of a legislative decision to amend Riverdale City Code 10-19-9:
Temporary Structures for Seasonal Sales**

Commissioner Noland moved to un-table the consideration and recommendation of a legislative decision to amend Riverdale City Code 10-19-9: Temporary Structures for Seasonal Sales. Commissioner Poulsen seconded the motion, which passed unanimously in favor.

2. Consideration to forward a recommendation to City Council to amend Riverdale City Code 10-19-9: Temporary Structures for Seasonal Sales

The commission discussed the proposed amendment to Riverdale City Code 10-19-9, focusing on clarifying regulations for temporary structures used for seasonal sales, such as fruits and vegetables, holiday-related items (e.g., Christmas trees), and other approved seasonal goods like shaved ice stands. The amendment would allow such sales in C3 zones (primarily along Riverdale Road) and A1 zones (for on-site produce only), requiring a temporary use permit with a state sales tax certificate, except for state-exempt businesses like fruit and vegetable stands or nurseries.

- The proposed duration for temporary structures was 15 weeks, but discussion with petitioner Kenny McFarland (McFarland Farms, West Weber) suggested extending it to 20 weeks to accommodate the growing season, including June starts and potential Halloween sales.
- Mr. McFarland, a seventh-generation farmer, explained his business sells 50% wholesale and 50% retail at 8–15 locations, primarily produce grown on his farm, with some melons from neighboring farms. He noted compliance with state food safety audits (FSMA) and potential Weber-Morgan Health Department oversight for prepared foods.
- Concerns about sales tax exemptions were addressed. State law exempts direct sales by agricultural producers but requires sales tax for resold produce (e.g., melons from other farms), which McFarland Farms would track.
- Local businesses (Walmart, Target) expressed no concerns about competition from temporary stands, and Home Depot provided no feedback. The amendment includes a 500-foot separation requirement (reduced from 1,000 feet) to support local businesses while allowing seasonal sales.
- Structures must be self-contained, under 200 square feet, on improved sites with property owner permission, and provide their own power (unless near a meter). Code enforcement would monitor compliance.

MOTION: Commissioner Noland moved to forward a positive recommendation to the City Council to amend Riverdale City Code 10-19-9: Temporary Structures for Seasonal Sales, with an amendment to extend the seasonal sales period to 20 weeks instead of 15.

SECOND: Commissioner Poulsen

VOTE:

Commissioner Anderson: Yes
Commissioner Bowthorpe: Yes
Commissioner Henstra: Yes
Commissioner Noland: Yes
Commissioner Poulsen: Yes
Commissioner Ney: Excused

Motion passed with 5 in favor and 1 excused.

F. Comments

Planning Commission: No comments were made.

City Staff: Mr. Cooper noted that the recommendation would be forwarded to the City Council for a legislative decision, likely at their next meeting on Tuesday, April 15, 2025, subject to scheduling. He encouraged Mr. McFarland to attend to provide input.

G. Adjournment

As there was no further business to discuss, Commissioner Poulsen moved to adjourn. Commissioner Noland seconded the motion. All were in favor and the Planning Commission meeting adjourned at 6:34 p.m.

Date Approved:



TRANSMITTAL

Body: Planning Commission

Topic: Joe's Car Connection – 5030 Freeway Park Drive
Conditional Use Permit Extension Request – Used Auto Sales

Department: Community Development

Director: Brandon Cooper

Staff/Presenter: Brandon Cooper

Contact: bcooper@riverdalecity.com

Executive Summary

On February 27, 2024, the Planning Approved a Conditional Use Permit for Joe's Car Connection for Automobile: New or Used Sales/Service (see attached minutes). During this discussion concerns were raised about property issues such as detention basins, rock walls, and potential soil contamination, which need resolution before proceeding with the site plan and business license. Mr. Joe Gracie, owner, addressed some issues, stating that he submitted engineering for the rock wall behind the building and acknowledged the necessity of addressing other concerns.

Riverdale City Code **10-19-8** states that:

“Unless there is substantial action under a conditional use permit within a period of one year of its issuance as determined by the planning commission, the conditional use permit shall expire. The planning commission may grant a maximum extension of six (6) months under exceptional circumstances.”

On January 8, 2025, Chessa Shorten, representative for Joe's Car Connection, requested a 6-month extension to the Conditional Use Permit, due to a “misunderstanding” regarding the requirements for site plan approval and licensing.

Since the initial approval of the Conditional Use Permit, Joe's Car Connection has continued to store vehicles on-site and promote their sale; however, the business has not complied with the conditions of approval, has not submitted or obtained site plan approval, and has not applied for or received a business license.



TRANSMITTAL

Joe's Car Connection is requesting a 6-month extension from the Planning Commission of its original February 27, 2024 approval, extending the expiration date from February 27, 2025 to August 27, 2025.

Requested Timeline:

Planning Commission Meeting – May 13, 2025

Potential Actions:

Following the presentation and discussion of the proposal, the Planning Commission may make:

- 1) a motion **granting** an extension to August 27, 2025, pursuant to RCC 10-19-8
- 2) a motion **denying** an extension pursuant to RCC 10-19-8
- 3) a motion to **table** the matter to a later date

Staff Recommendation

Following extensive discussions between the owner and the City, no valid justification has been provided for the project's delays. Joe's Car Connection continues to operate illegally on the property and has failed to meet any conditions of the original approval or requirements for lawful land use and business operation. Given the ample time that has transpired, and support provided, there seems to be no demonstrated ability or willingness to become compliant on the project.

Staff recommends the Planning Commission deny the extension request in accordance with RCC 10-19-8.

Attachments

Original CUP Application

Planning Commission Minutes – February 27, 2024

Extension Request











Riverdale City

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

CONDITIONAL USE PERMIT APPLICATION

DATE 2-8-2024

ADDRESS OF SITE 5030 Freeway Park Drive

APPLICANT'S NAME Joe Gracey

ADDRESS 5404 S 1900 W Roy 84067

PHONE NUMBER 801-776-8075

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: Storage/construction

Acreage of the Property: 1 acre approx Width of Property on the Street: _____

Proposed Conditional Use of Property: Automobile, new or used Sales and service

SIGNED: Joe Gracey

DATE: 2-8-24

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

OWNER

AGENT AS AUTHORIZED BY OWNER

PLANNING COMMISSION SCHEDULED TO HEAR THIS APPLICATION FOR CONDITIONAL USE ON:

DATE: _____ DECISION OF COMMISSION: _____

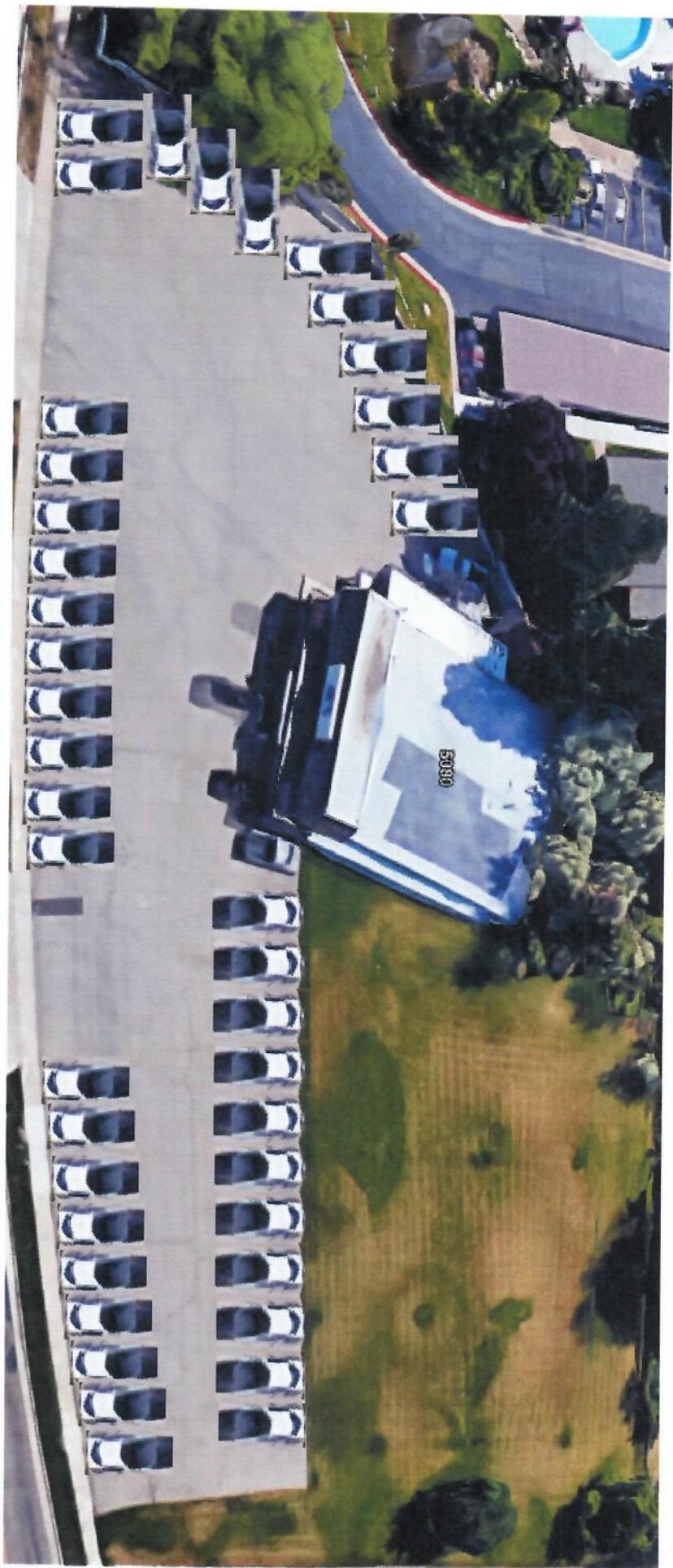
SIGNATURE OF CHAIRPERSON: _____ DATE: _____

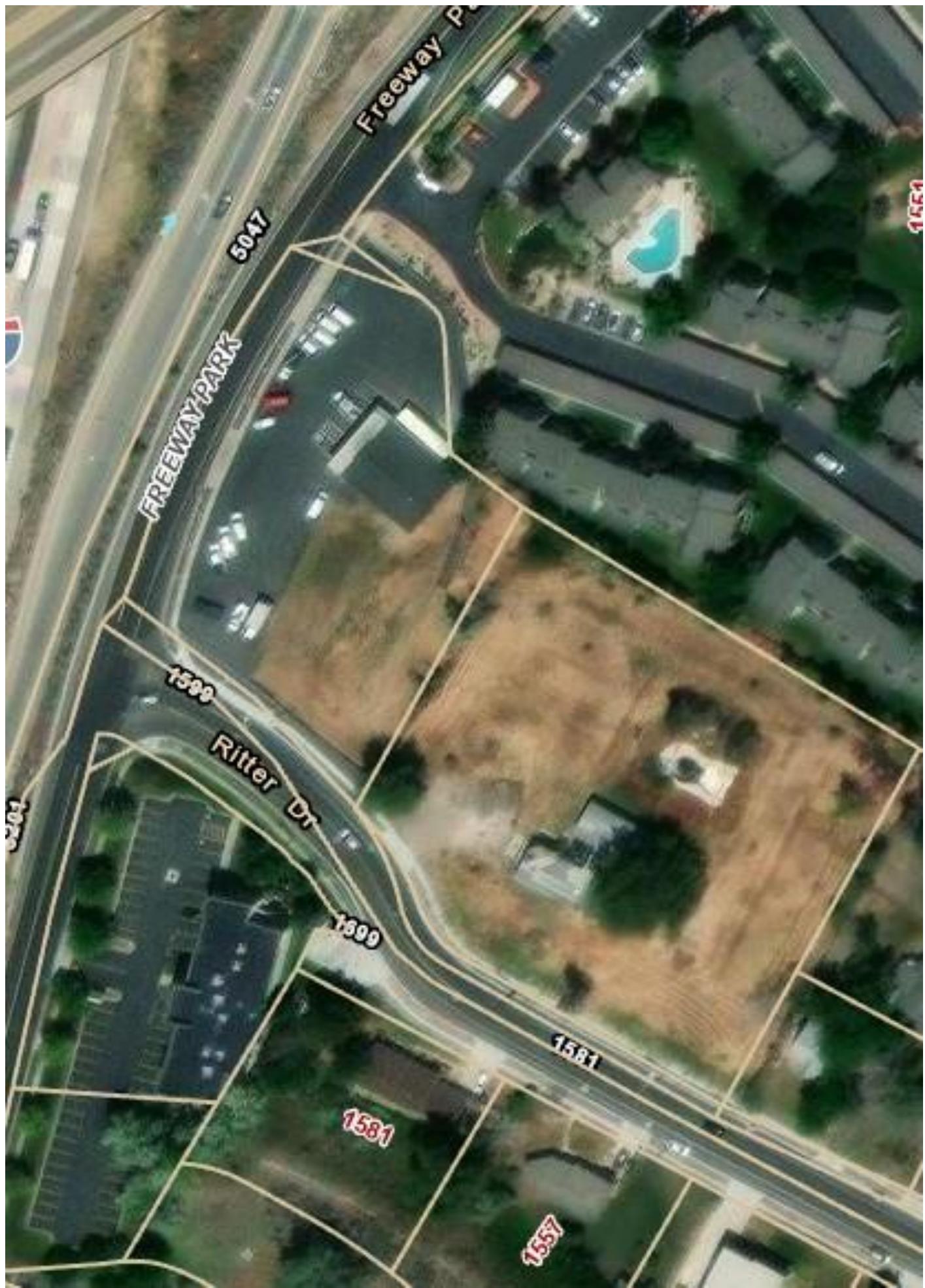
PLANNING COMMISSION PUBLIC HEARING:

DATE: _____ DECISION OF COMMISSION: _____

SIGNATURE OF CHAIRPERSON: _____ DATE: _____

Fee \$75.00 Date Paid: 2/9/2024 Receipt No. 15.560241





RIVERDALE CITY CORPORATION
4600 SOUTH WEBER RIVER DRIVE
RIVERDALE UT 84405

394-5541

Receipt No: 15.560241

Feb 9, 2024

JOE'S CAR CONNECTION

Previous Balance:	.00
MISCELLANEOUS - CONDITIONAL USE PERMIT	75.00
10-36-9000 SUNDRY REVENUE	
<hr/>	
Total:	75.00
	<hr/>
CHECK	Check No: 38750
Total Applied:	75.00
<hr/>	
Change Tendered:	.00
	<hr/>

02/09/2024 10:35 AM



Minutes of the **Regular Session** of the Riverdale City **Planning Commission** held Tuesday, February 27, 2024, at 6:30 p.m., at the Civic Center, 4600 S Weber River Drive., Riverdale City, Weber County, Utah.

Present: Commissioners:

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

City Employees:

Michelle Marigoni, City Recorder

Excused:

Visitors:

Joe Gracey
Jake Mackley

A. Welcome & Roll Call

The Planning Commission Meeting began at 6:30 p.m. Chair Anderson 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 Anderson asked if any members of the public were present with comments. There were none.

C. Presentations and Reports

Michelle Marigoni presented updates on the following:

- The gravel pit bill has been returned to committee, so it will most likely not be passed this year.
- Ribbon cutting for Bricks & Minifigs rescheduled for Friday 3/1 at 10:00am.
- Community Development Director interviews are scheduled for 2/28.
- Mayor is working on filling Kathy Eskelsen's commission seat.

D. Consent Items

1. Consideration of Meeting Minutes from:

February 13, 2024 Work Session
February 13, 2024 Regular Meeting

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

E. Action Items

1. **Consideration of Conditional Use Permit request for Joe's Car Connection located at 5030 Freeway Park Drive, Riverdale Utah 84405, as requested by Joe Gracey.**

Joe Gracie represented Joe's Car Connection and explained the request for the permit, which involves automobile new or used sales and service, falling within the general plan use for the area. The Planning Commission is the approving body for the permit. There were discussions about the differences between a conditional use permit and a business license, clarifying that the permit is not a green light for immediate business operations. Concerns were raised about property issues such as detention basins, rock walls, and potential soil contamination, which need resolution before proceeding with the site plan and business license. Mr. Gracie addressed some issues, stating that he submitted engineering for the rock wall behind

the building and acknowledged the necessity of addressing other concerns. The commission emphasized the need to clarify that the permit does not authorize immediate business operations until all conditions are met.

Motion: Commissioner Hermann moved to approve the conditional use permit request for Joe's Car Connection located at 5030 Freeway Park Drive, Riverdale Utah 84405, as requested by Joe Gracey, provided that all staff issues are resolved and with findings that the business type is compatible with the area businesses and will not pose a hazard to the safety of the residents in the area.

Second: Commissioner Eskelsen

Vote:

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

Motion passes unanimously.

2. Consideration of Conditional Use Permit request for Pipe Dream Design LLC, located at 4042 Pacific Avenue #102, Riverdale Utah 84405, as requested by Jake Mackley.

Jake Mackley, representing Pipe Dream Designs LLC, provided information about the business and its operations. Pipe Dream Designs LLC is a custom manufacturing and retail sales business specializing in laser cutting, CNC machining, and 3D printing.

Jake Mackley clarified that the CO2 laser used in the business is contained within a glass tube and does not emit CO2 gases. The business primarily operates with common materials such as wood, metal, and fabric, using the laser for engraving and cutting. Mackley also mentioned the use of 3D printers for designing and engineering purposes, which do not emit harmful substances in significant quantities.

Regarding operations, Mackley explained that the business mainly operates on a pre-order basis, with minimal foot traffic expected for pickups. Waste generation is limited, consisting mainly of packaging and small scraps, with no hazardous materials involved. Mackley confirmed that the business operates independently of its neighbor, Alpha Customs, and is solely engaged in contract work.

Mr. Brooks raised concerns about safety inspections, emphasizing the importance of fire and building inspections before the business can commence operations. Mackley was informed that inspections would be conducted before moving in, and he would need to follow proper protocols to obtain a business license.

Overall, the discussion focused on ensuring compliance with safety regulations and proper procedures before the business could start operating.

Motion: Commissioner Spiers moved to approve the conditional use permit request for Pipe Dream Design LLC, located at 4042 Pacific Avenue #102, Riverdale Utah 84405, as requested by Jake Mackley, provided that building and fire codes are complied with.

Second: Commissioner Poulsen

Vote:

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

Motion passes unanimously.

F. Comments

G. Adjournment

Planning Commission Regular Session, February 27, 2024

As there was no further business to discuss, Commissioner Eskelsen moved to adjourn. This was seconded by Commissioner Hermann. All were in favor and the Planning Commission meeting adjourned at 7:22 p.m.

Date Approved:

Copy to Reply Chat Zoom ...

Re: Process to Achieve Site Plan Approval and Valid Business License - 5080 S Freeway Park Drive

CS Chessa Shorten

To: O joescarconnection@yahoo.com; BCooper@riverdalecity.com

Reply Forward ...

Sat 1/18/2025 7:34 AM

Start reply with:

Thank you for your email Mr. Cooper.

On behalf of Joe's Car Connection, I would like to request an extension of the conditional use permit. Unfortunately due to a misunderstanding on my part we have not completed the licensing requirements. With the extra time we will be able to get this completed.

Thank you for your assistance.
Sent from my iPhone

On Jan 18, 2025, at 7:28AM, Chessa Shorten <chessashorten@icloud.com> wrote:

Sent from my iPhone

Begin forwarded message:

From: Brandon Cooper <BCooper@riverdalecity.com>
Date: January 17, 2025 at 5:04:33PM MST
To: chessashorten@icloud.com
Cc: Joe's Car Connection <joes_carconnection@yahoo.com>
Subject: Process to Achieve Site Plan Approval and Valid Business License - 5080 S Freeway Park Drive

Hi Chessa.....

Thank you for coming in today to discuss the process of getting Joe's Car Connection compliant with City ordinances. This email is to walk you through the process that you will need to follow to obtain a valid business license for this location and begin operations.

PREVIOUS ACTIONS TAKEN:

- On February 27, 2024, the Planning Approved a Conditional Use Permit for Joe's Car Connection (see attached) for Automobile: New or Used Sales/Service.
- This Conditional Use Permit is set to expire on February 27, 2025. The Planning Commission may grant a six (6) month extension if requested (this is recommended, as you are unlikely to have substantial action taken on the site prior to February 28th, as required by ordinance).

FURTHER ACTION NEEDED:

Conditional Use Permit

Step 1: Send me an email requesting an extension to your Conditional Use Permit, citing the reasons why you have not been able to complete your improvements on the project and obtain the necessary license within the year period.

Step 2: Once I receive the extension request, I will schedule your request with the Planning Commission. You will be asked to come to a future Planning Comm~~eeting~~ meeting as answer questions the Commission may have about your request. If they approve the request, it will be valid for another six (6) months. You will need to complete the following steps within that time frame to avoid expiration.

Site Plan

Step 1: After you have taken care of the Conditional Use Permit, you will be required to submit a site plan for review. I have included a link to the Site Plan Application that lists the requirements you will need to meet. This is typically done by you hiring an engineer who drafts the plan on your behalf. https://www.riverdalecity.com/uploads/1/3/3/6/133630718/pc_commercial_subdivision_site_plan_approval.pdf

Step 2: Once you have a complete site plan application and a draft site plan, you can contact me directly for a pre-application meeting. I will consult with you on the draft site plan and help you with any questions or items that might need corrected or additional attention.

Step 3: After our pre-application consultation, you will formally submit the site plan application for review. There will be a \$50 application fee.

Step 4: Once I receive your formal Site Plan Application, we will conduct an internal staff review to determine if your plan has met all of the requirements of a site in the C-3 zone. This will take a couple of weeks. Once our first review is complete, we will send to you a list of corrections, if any.

Step 5: When you receive our list of corrections, you will work with your engineer to make the necessary changes to the plan and then resubmit. There is no fee for a resubmission. Once we receive the resubmission, we will conduct a second review. If all regulations and requirements have been satisfied, we will schedule you on the Planning Commission agenda to obtain a favorable recommendation of the site plan.

Step 6: If the Planning Commission makes a favorable decision, then we will schedule you on the agenda for the City Council. They will determine final approval or denial of the site plan application.

Construction

Step 1: If you receive final site plan approval from the City Council, you will be able to proceed with the construction that was approved as part of the site plan. This will require ongoing inspections, with a final inspection confirming that all work has been completed per the approved plans.

Business License

Step 1: Once you have completed your construction and have received final approval, you will need to apply for a business license. This will be issued after confirmation that all requirements have been met, and the appropriate fee is paid.