

Minutes of the **Work Session** of the Riverdale City **Planning Commission** held Tuesday September 23, 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 Rikard Hermann, Vice Chair Colleen Henstra, Commissioner Alan Bowthorpe, Commissioner Jason Francis, Commissioner Leslie Shupe, Commissioner
City Employees:	Brandon Cooper, Community Development Director Michelle Marigoni, City Recorder
Excused:	Laura Hilton, Commissioner

A. Welcome & Roll Call

The Planning Commission Work Session began at 5:30 p.m. Chair Anderson welcomed everyone to the meeting and stated for the record that members of the Planning Commission were present except for Commissioner Hilton, who was excused. Members of the city staff were also present.

B. Public Comment

C. Presentations and Reports

- ULI Workshop scheduled in October, Mr. Cooper encouraged commissioners to attend.
- ULCT Annual Convention October 1-2.
- New Honey Baked Ham ribbon cutting October 4 at 12:00 pm.
- Trader Joe's ribbon cutting tentatively scheduled for October.

D. Consent Items

1. Consideration of Meeting Minutes from:

August 26, 2025 Work Session
August 26, 2025 Regular Meeting
September 9, 2025 Work Session

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

E. Action Items

1. Consideration to approve a Conditional Use Permit for an electronic sign to be located on the Phase 1 parking structure at approximately 4648 S 1500 W, Riverdale UT, as requested by America First Credit Union.

Mr. Cooper noted this is an LED screen which will wrap the corner of the building. All electronic signs are conditional uses, and the planning commission is the final approving body. The sign exceeds the typical size in the sign ordinance; however, it is on a large structure and is the only sign for the building. The scale is proportionate for the size of the building. Illumination levels are specified in code.

Discussion ensued regarding scale vs size and the sign ordinance possibly needing some changes with the Title 10 update.

Conditional uses generally need to be approved if there are concerns that can be mitigated.

2. Discussion regarding Riverdale Zoning and Land Use Code Update and review of draft updates to RCC 10-21: Subdivisions.

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: 12/23/2025