

**6:00 p.m. – Council Meeting (Council Chambers)**

**A. Welcome & Roll Call**

**B. Pledge of Allegiance – Michael Richter**

**C. Invocation – TBA (by invitation)**

**D. Public Comment**

*(This is an opportunity to address the City Council regarding your concerns or ideas. No action will be taken during public comment. Please try to limit your comments to three minutes.)*

**E. Presentations and Reports**

1. Mayor's Report
2. City Administration Report
  - a. Department Reports December
  - b. January Anniversaries Employee Recognition
  - c. Staffing Authorization Plans
  - d. Community Development Report
3. Swearing In – Councilmember Kent Anderson

**F. Consent Items**

1. Consideration to appoint Cody Hansen to the Planning Commission
2. Review, update and approval of City Council assignments

**G. Action Items**

1. Consideration of Ordinance #999 regarding proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).
2. Consideration of Ordinance #1000 regarding a proposed General Plan amendment which modifies the Riverdale City General Plan as it relates to the Future Land Use Map.
3. Consideration of Ordinance #1001 rezoning approximately 4.35 acres, located at 1526 W Ritter Drive, from Single-Family Residential (R-1-8) to Multiple-Family Residential (R-4).
4. Discussion regarding Council Rules and Procedures
5. Consideration to enter into a closed session pursuant to Utah code 52-4-205 (a) discussion of the character, professional competence, or physical or mental health of an individual and (c) discussion of pending or reasonably imminent litigation (Roll call vote).

**H. Upcoming Events**

**I. Comments**

1. City Council
2. City Staff
3. Mayor

**J. Adjournment**

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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 within the Riverdale City limits on this 16<sup>th</sup> day of January 2026 at the following locations: 1) Riverdale City Hall Noticing Board 2) the City website at <http://www.riverdalecity.com/> 3) the Public Notice Website: <http://www.utah.gov/pmn/index.html>.

Michelle Marigoni  
Riverdale City Recorder

\*\*The City Council meeting on January 20, 2026 is viewable electronically and may be accessed by clicking on the link below. The regular City Council Chambers will be available for in-person participation. The agenda for the meeting is also attached above. \*\*

[https://www.youtube.com/channel/UCegcYe-pIXSRZGd5llencvA/videos?view\\_as=subscriber](https://www.youtube.com/channel/UCegcYe-pIXSRZGd5llencvA/videos?view_as=subscriber)

# Monthly Financial Report

## Riverdale City and Redevelopment Agency

### Report as of November 30, 2025

	Amount of Money on Hand			For the Month Reported		For the Fiscal Year To Date		
	Savings	Checking	Cash Drawers	Revenues	Expenditures	Revenues	Expenditures	Difference
General Fund	\$ 7,257,179	\$ 532,491	\$ 1,515	\$ 1,249,475	\$ 1,034,275	\$ 5,908,191	\$ 5,329,981	\$ 578,210
						Net of Class C Road Funds:		494,040
						Net of Local Option Sales Tax Highway/Transportation Funds:		234,436
Redevelopment Agency, RDA	9,050,843			52,553	24,489	271,751	175,933	95,818
Capital Projects Fund	16,772,492			55,954	-	296,094	15,678	280,416
Water Fund	7,048,091			145,677	74,513	1,391,187	680,259	710,928
Sewer Fund	4,200,641			138,794	86,027	699,392	430,563	268,829
Storm Water Fund	1,136,048			37,138	290,259	186,725	433,425	(246,700)
Garbage Fund	399,817			48,000	43,029	241,963	179,026	62,937
Motor Pool Fund	2,937,804			164,778	45,579	479,266	531,499	(52,233)
Information Technology Fund	56,804			18,076	7,617	90,983	168,478	(77,495)
Total	\$ 48,859,719	\$ 532,491	\$ 1,515	\$ 1,910,445	\$ 1,605,788	\$ 9,565,552	\$ 7,944,842	\$ 1,620,710

**Cody Cardon**  
Business Administrator

**Notes:**

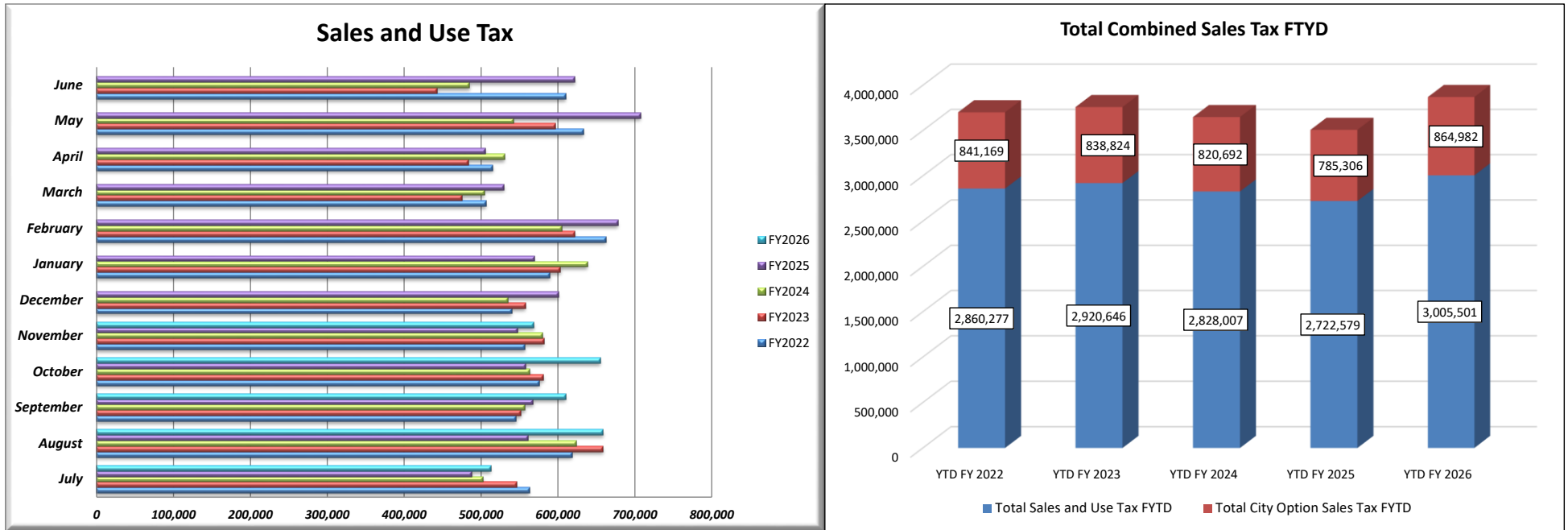
- 1) Savings are held in:
  - a) PTIF (Public Treasurer's Investment Fund), the most recent yield was 4.13%.
- 2) Checking consists of one account at Wells Fargo Bank: Accounts Payable
- 3) Cash Drawers are located at the Civic Center (\$600), Comm. Ctr.(\$300), Senior's (\$115), and Police (\$500).
- 4) Receipts for sales tax, property tax, road tax and liquor tax are deposited directly into the PTIF account by the paying agency of the State of Utah or Weber County.
- 5) Other receipts are handled through the counter cash drawers mentioned above.
- 6) All disbursements are paid through the checking accounts at Wells Fargo Bank except petty cash items.
- 7) Cash flow and all account balances are monitored daily, savings are transferred from the PTIF to the checking account to cover disbursements as necessary.
- 8) Check disbursements are normally made weekly through the accounts payable system.
- 9) A check register report is available for detailed review of each disbursement made by city and RDA funds.
- 10) Our independent auditors include their review of these accounts in their annual audit report.

Monthly Financial Report  
Riverdale City Redevelopment Agency  
Report as of November 30, 2025

	Amount of Money on Hand			For the Month Reported		For the Fiscal Year To Date		
	Savings	Checking	Cash Drawers	Revenues	Expenditures	Revenues	Expenditures	Difference
RDA General Fund	\$ 827,688			\$ 17,871	\$ 93	\$ 98,767	\$ 67,962	\$ 30,805
Riverdale Road RDA Fund	232,488			-	-	-	-	-
1050 West RDA Fund	-			-	-	-	-	-
550 West RDA Fund	278,512			-	-	-	-	-
West Bench RDA Fund	4,018,223			-	-	-	-	-
Statutory Housing RDA Fund	718,627			2,397	-	12,649		12,649
Housing RDA Fund	1,040,906			3,518	30	18,532	169	18,363
Senior Facility Fund	1,934,399			28,767	24,366	141,803	107,802	34,001
Total	\$ 9,050,843	\$ -	\$ -	\$ 52,553	\$ 24,489	\$ 271,751	\$ 175,933	\$ 95,818



# RIVERDALE CITY SALES TAX REPORT AS OF NOVEMBER 30, 2025



Sales and Use Tax	July	August	September	October	November	December	January	February	March	April	May	June	Totals
	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax	Sales Tax
FY2022	562,750	618,576	545,650	576,179	557,122	539,973	589,568	662,411	506,447	515,347	633,398	610,286	6,917,707
FY2023	546,359	658,981	552,172	581,251	581,883	557,867	603,551	622,245	475,653	483,502	596,420	443,009	6,702,893
FY2024	502,647	624,034	557,432	563,645	580,249	534,790	638,309	605,118	504,297	530,683	542,156	484,937	6,668,297
FY2025	488,476	560,609	567,621	558,194	547,679	600,934	569,197	678,158	530,117	506,108	707,137	622,425	6,936,655
FY2026	512,613	658,996	609,965	655,434	568,493								3,005,501

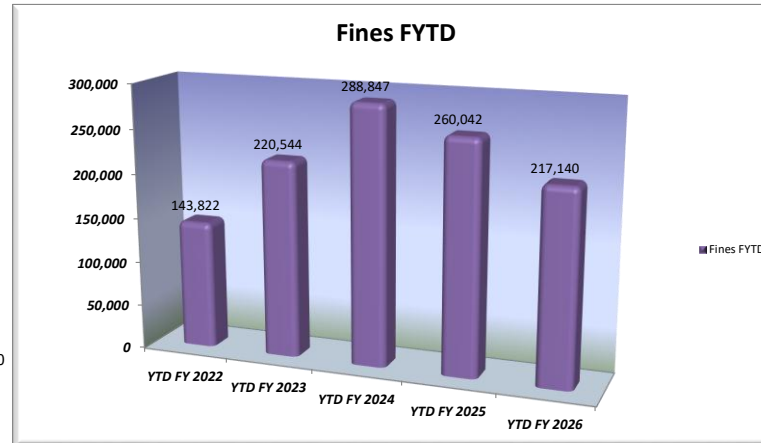
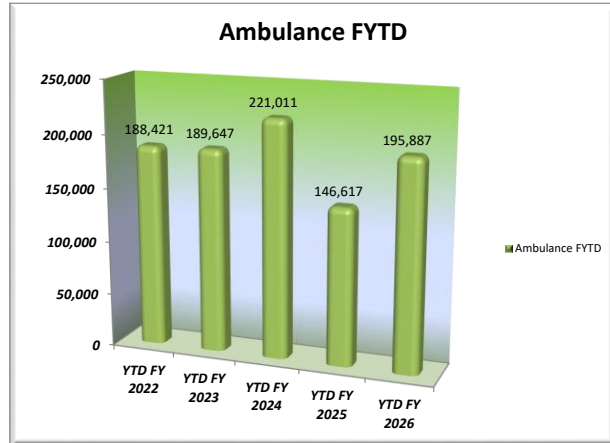
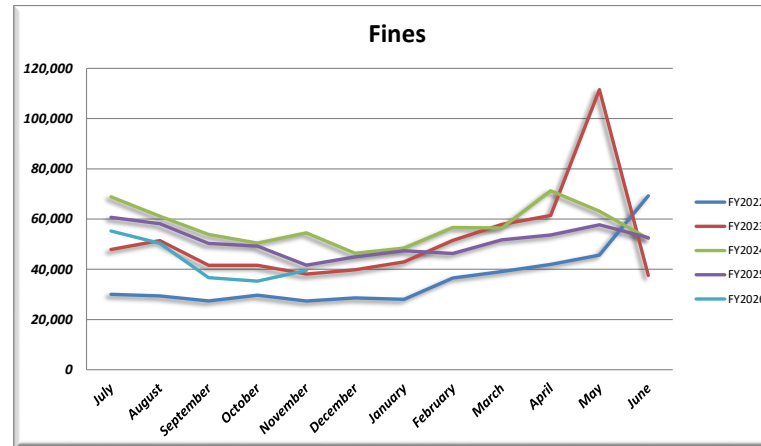
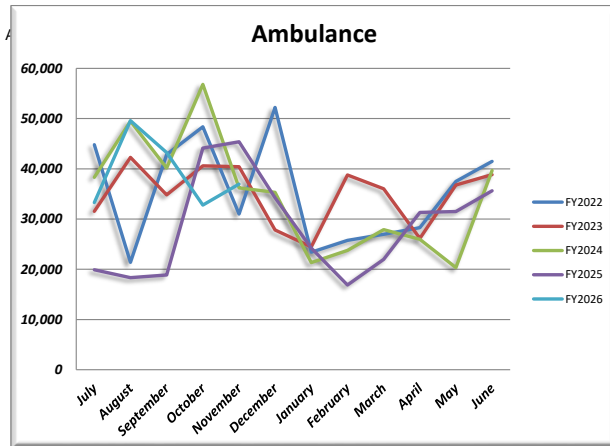
Total Sales and Use Tax FTYD	YTD FY 2022	YTD FY 2023	YTD FY 2024	YTD FY 2025	YTD FY 2026
	2,860,277	2,920,646	2,828,007	2,722,579	3,005,501

City Option Sales Tax	July	August	September	October	November	December	January	February	March	April	May	June	Totals
	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option	City Option
FY2022	169,084	180,716	162,925	167,097	161,347	161,238	174,113	191,158	146,608	148,008	183,455	167,253	2,013,002
FY2023	159,872	189,910	159,858	164,383	164,801	160,162	173,106	174,375	130,294	134,345	165,986	152,899	1,929,991
FY2024	165,949	174,194	160,265	158,749	161,535	151,040	178,930	173,579	138,425	147,134	148,778	136,250	1,894,828
FY2025	161,419	156,297	161,097	156,751	149,742	171,157	163,704	192,870	148,183	141,508	205,632	170,255	1,978,615
FY2026	166,600	182,075	174,583	185,548	156,176								864,982

Total City Option Sales Tax FTYD	YTD FY 2022	YTD FY 2023	YTD FY 2024	YTD FY 2025	YTD FY 2026
	841,169	838,824	820,692	785,306	864,982

Total Combined Sales Tax	July	August	September	October	November	December	January	February	March	April	May	June	Totals
	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined	Combined
FY2022	731,834	799,292	708,575	743,276	718,469	701,211	763,681	853,569	653,055	663,355	816,853	777,539	8,930,709
FY2023	706,231	848,891	712,030	745,634	746,684	718,029	776,657	796,620	605,947	617,847	762,406	595,908	8,632,884
FY2024	668,596	798,228	717,697	722,394	741,784	685,830	817,239	778,697	642,722	677,817	690,934	621,187	8,563,125
FY2025	649,895	716,906	728,718	714,945	697,421	772,091	732,901	871,028	678,300	647,616	912,769	792,680	8,915,270
FY2026	679,213	841,071	784,548	840,982	724,669	0	0	0	0	0	0	0	3,870,483

Total Combined Sales Tax FTYD	YTD FY 2022	YTD FY 2023	YTD FY 2024	YTD FY 2025	YTD FY 2026
	3,701,446	3,759,470	3,648,699	3,507,885	3,870,483



Ambulance	July	August	September	October	November	December	January	February	March	April	May	June	Totals
FY2022	44,807	21,386	42,859	48,360	31,009	52,226	23,392	25,769	26,962	28,296	37,506	41,489	424,061
FY2023	31,524	42,281	34,827	40,608	40,407	27,813	24,471	38,766	36,016	26,144	36,775	38,864	418,496
FY2024	38,326	49,479	40,171	56,814	36,221	35,306	21,331	23,750	27,887	25,962	20,336	39,669	415,252
FY2025	19,896	18,321	18,880	44,129	45,391	34,241	24,231	16,872	21,986	31,317	31,495	35,652	342,411
FY2026	33,295	49,593	43,253	32,785	36,961								195,887

Ambulance FYTD	YTD FY 2022	YTD FY 2023	YTD FY 2024	YTD FY 2025	YTD FY 2026
	188,421	189,647	221,011	146,617	195,887

Fines	July	August	September	October	November	December	January	February	March	April	May	June	Totals
FY2022	30,031	29,400	27,392	29,644	27,355	28,627	28,050	36,499	39,118	41,966	45,678	69,265	433,025
FY2023	47,856	51,458	41,590	41,554	38,086	39,774	42,930	51,535	57,870	61,450	111,553	37,538	623,194
FY2024	68,876	61,111	53,878	50,459	54,523	46,380	48,439	56,674	56,401	71,274	63,106	52,243	683,364
FY2025	60,699	58,170	50,310	49,228	41,635	44,930	47,384	46,325	51,729	53,663	57,708	52,579	614,360
FY2026	55,248	50,351	36,700	35,276	39,565								217,140

Fines FYTD	YTD FY 2022	YTD FY 2023	YTD FY 2024	YTD FY 2025	YTD FY 2026
	143,822	220,544	288,847	260,042	217,140

RIVERDALE CITY CORP.  
FUND SUMMARY  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2025

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL FUND REVENUE</u>					
TAX REVENUE	881,585.22	4,351,605.64	10,857,880.00	6,506,274.36	40.1
LICENSES AND PERMITS	87,128.18	282,147.37	360,000.00	77,852.63	78.4
INTERGOVERNMENTAL REVENUE	174,264.45	657,942.20	2,104,100.00	1,446,157.80	31.3
CHARGES FOR SERVICES	50,297.76	281,692.85	616,500.00	334,807.15	45.7
FINES AND FORFEITURES	39,564.65	217,139.75	600,000.00	382,860.25	36.2
MISCELLANEOUS REVENUE	16,634.51	117,663.04	4,778,567.00	4,660,903.96	2.5
TOTAL FUND REVENUE	1,249,474.77	5,908,190.85	19,317,047.00	13,408,856.15	30.6
<u>RDA GENERAL FUND REVENUE</u>					
SOURCE 36	17,871.20	98,767.27	220,000.00	121,232.73	44.9
RDA REVENUE	.00	.00	76,550.00	76,550.00	.0
TOTAL FUND REVENUE	17,871.20	98,767.27	296,550.00	197,782.73	33.3
<u>RIVERDALE ROAD RDA FUND REVENUE</u>					
MISCELLANEOUS REVENUE	.00	.00	240,000.00	240,000.00	.0
TOTAL FUND REVENUE	.00	.00	240,000.00	240,000.00	.0
<u>550 WEST RDA FUND REVENUE</u>					
MISCELLANEOUS REVENUE	.00	.00	547,500.00	547,500.00	.0
TOTAL FUND REVENUE	.00	.00	547,500.00	547,500.00	.0
<u>WEST BENCH RDA FUND REVENUE</u>					
TAX REVENUE	.00	.00	250,000.00	250,000.00	.0
TOTAL FUND REVENUE	.00	.00	250,000.00	250,000.00	.0
<u>WEST BENCH CRA FUND REVENUE</u>					
MISCELLANEOUS REVENUE	.00	.00	100,000.00	100,000.00	.0
TOTAL FUND REVENUE	.00	.00	100,000.00	100,000.00	.0

RIVERDALE CITY CORP.  
FUND SUMMARY  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2025

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STATUTORY HOUSING FUND REVENUE</u>					
MISCELLANEOUS REVENUE	2,397.37	12,649.42	28,000.00	15,350.58	45.2
TOTAL FUND REVENUE	2,397.37	12,649.42	28,000.00	15,350.58	45.2
<u>HOUSING RDA FUND REVENUE</u>					
MISCELLANEOUS REVENUE	3,518.00	18,531.95	75,000.00	56,468.05	24.7
TOTAL FUND REVENUE	3,518.00	18,531.95	75,000.00	56,468.05	24.7
<u>SENIOR FACILITY RDA FUND REVENUE</u>					
CHARGES FOR SERVICES	22,307.00	107,662.00	250,000.00	142,338.00	43.1
MISCELLANEOUS REVENUE	6,460.10	34,141.35	731,000.00	696,858.65	4.7
TOTAL FUND REVENUE	28,767.10	141,803.35	981,000.00	839,196.65	14.5
<u>CAPITAL PROJECTS FUND REVENUE</u>					
CAPITAL PROJECTS REVENUE	55,953.74	296,094.06	3,215,600.00	2,919,505.94	9.2
TOTAL FUND REVENUE	55,953.74	296,094.06	3,215,600.00	2,919,505.94	9.2
<u>WATER FUND REVENUE</u>					
WATER - INTEREST REVENUE	23,038.56	119,710.18	250,000.00	130,289.82	47.9
WATER REVENUE	122,638.85	1,271,476.77	1,795,000.00	523,523.23	70.8
TOTAL FUND REVENUE	145,677.41	1,391,186.95	2,045,000.00	653,813.05	68.0
<u>SEWER FUND REVENUE</u>					
SEWER REVENUE	138,793.87	699,391.74	1,415,000.00	715,608.26	49.4
TOTAL FUND REVENUE	138,793.87	699,391.74	1,415,000.00	715,608.26	49.4
<u>STORM WATER FUND REVENUE</u>					
STORM WATER REVENUE	37,137.66	186,724.82	410,000.00	223,275.18	45.5
TOTAL FUND REVENUE	37,137.66	186,724.82	410,000.00	223,275.18	45.5

RIVERDALE CITY CORP.  
FUND SUMMARY  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2025

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GARBAGE FUND REVENUE</u>					
GARBAGE REVENUE	48,000.42	241,963.04	599,875.00	357,911.96	40.3
TOTAL FUND REVENUE	48,000.42	241,963.04	599,875.00	357,911.96	40.3
<u>MOTOR POOL FUND REVENUE</u>					
MOTOR POOL REVENUE	164,777.80	479,266.14	1,008,208.00	528,941.86	47.5
TOTAL FUND REVENUE	164,777.80	479,266.14	1,008,208.00	528,941.86	47.5
<u>INFORMATION TECH. FUND REVENUE</u>					
IT REVENUE	18,075.81	90,982.85	219,788.00	128,805.15	41.4
IT - OTHER SOURCES	.00	.00	31,712.00	31,712.00	.0
TOTAL FUND REVENUE	18,075.81	90,982.85	251,500.00	160,517.15	36.2

RIVERDALE CITY CORP.  
FUND SUMMARY  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2025

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL FUND EXPENDITURES</u>					
MAYOR/COUNCIL	10,102.79	56,327.16	200,035.00	143,707.84	28.2
LEGAL	52,912.89	270,290.67	678,483.00	408,192.33	39.8
CITY ADMINISTRATION	28,863.15	134,560.88	309,832.00	175,271.12	43.4
BUSINESS ADMINISTRATION	70,935.99	413,609.86	915,841.00	502,231.14	45.2
BUILDING	24,650.12	117,658.51	352,992.00	235,333.49	33.3
NON DEPARTMENTAL	8,333.00	41,665.00	2,756,853.00	2,715,188.00	1.5
POLICE	402,140.20	2,037,175.63	4,830,338.00	2,793,162.37	42.2
FIRE	248,355.68	1,161,672.86	2,720,065.00	1,558,392.14	42.7
COMMUNITY DEVELOPMENT	21,826.36	117,294.30	314,323.00	197,028.70	37.3
STREETS	46,546.79	367,727.06	4,668,690.00	4,300,962.94	7.9
PARKS	49,839.71	274,021.74	723,330.00	449,308.26	37.9
COMMUNITY SERVICES	69,768.57	337,976.87	846,265.00	508,288.13	39.9
TOTAL FUND EXPENDITURES	1,034,275.25	5,329,980.54	19,317,047.00	13,987,066.46	27.6
<u>RDA GENERAL FUND EXPENDITURES</u>					
RDA EXPENSES	93.36	67,962.02	296,550.00	228,587.98	22.9
TOTAL FUND EXPENDITURES	93.36	67,962.02	296,550.00	228,587.98	22.9
<u>RIVERDALE ROAD RDA FUND EXPENDITURES</u>					
EXPENDITURES	.00	.00	240,000.00	240,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	240,000.00	240,000.00	.0
<u>550 WEST RDA FUND EXPENDITURES</u>					
EXPENDITURES	.00	260,000.00	547,500.00	287,500.00	47.5
TOTAL FUND EXPENDITURES	.00	260,000.00	547,500.00	287,500.00	47.5
<u>WEST BENCH RDA FUND EXPENDITURES</u>					
EXPENDITURES	.00	.00	250,000.00	250,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	250,000.00	250,000.00	.0
<u>WEST BENCH CRA FUND EXPENDITURES</u>					
EXPENDITURES	.00	.00	100,000.00	100,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	100,000.00	100,000.00	.0

RIVERDALE CITY CORP.  
FUND SUMMARY  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2025

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STATUTORY HOUSING FUND EXPENDITURES</u>					
EXPENDITURES	.00	.00	28,000.00	28,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	28,000.00	28,000.00	.0
<u>HOUSING RDA FUND EXPENDITURES</u>					
EXPENDITURES	30.00	169.44	75,000.00	74,830.56	.2
TOTAL FUND EXPENDITURES	30.00	169.44	75,000.00	74,830.56	.2
<u>SENIOR FACILITY RDA FUND EXPENDITURES</u>					
EXPENDITURES	24,365.58	107,802.01	981,000.00	873,197.99	11.0
TOTAL FUND EXPENDITURES	24,365.58	107,802.01	981,000.00	873,197.99	11.0
<u>CAPITAL PROJECTS FUND EXPENDITURES</u>					
CAPITAL PROJECTS EXPENDITURES	.00	15,677.88	3,215,600.00	3,199,922.12	.5
TOTAL FUND EXPENDITURES	.00	15,677.88	3,215,600.00	3,199,922.12	.5
<u>WATER FUND EXPENDITURES</u>					
WATER EXPENSES	74,513.33	680,258.92	2,045,000.00	1,364,741.08	33.3
TOTAL FUND EXPENDITURES	74,513.33	680,258.92	2,045,000.00	1,364,741.08	33.3
<u>SEWER FUND EXPENDITURES</u>					
SEWER EXPENSES	86,026.76	430,562.58	1,415,000.00	984,437.42	30.4
TOTAL FUND EXPENDITURES	86,026.76	430,562.58	1,415,000.00	984,437.42	30.4
<u>STORM WATER FUND EXPENDITURES</u>					
STORM WATER EXPENSES	290,258.70	433,425.47	410,000.00	( 23,425.47)	105.7
TOTAL FUND EXPENDITURES	290,258.70	433,425.47	410,000.00	( 23,425.47)	105.7
<u>GARBAGE FUND EXPENDITURES</u>					
GARBAGE EXPENSES	43,028.53	179,026.27	599,875.00	420,848.73	29.8
TOTAL FUND EXPENDITURES	43,028.53	179,026.27	599,875.00	420,848.73	29.8

RIVERDALE CITY CORP.  
FUND SUMMARY  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2025

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MOTOR POOL FUND EXPENDITURES</u>					
MOTOR POOL EXPENSES	45,578.58	531,499.18	1,008,208.00	476,708.82	52.7
TOTAL FUND EXPENDITURES	45,578.58	531,499.18	1,008,208.00	476,708.82	52.7
 <u>INFORMATION TECH. FUND EXPENDITURES</u>					
IT EXPENSES	7,617.00	168,477.78	251,500.00	83,022.22	67.0
TOTAL FUND EXPENDITURES	7,617.00	168,477.78	251,500.00	83,022.22	67.0



**RIVERDALE CITY  
MONTHLY UTILITY REPORT  
FOR MAYOR & CITY COUNCIL  
DECEMBER 2025**

Water Fund

	Total Gallons Used (in thousands)	Total Billings	Total Customers Billed	Average Gallons used Per Customer (in thousands)	Average Bill Per Customer
Residential	10,212	\$ 67,491	2,220	5	\$ 30.40
Commercial	12,591	\$ 48,523	272	46	\$ 178.39

Sewer Fund

	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential	\$ 68,841	2,185	\$ 31.51
Commercial	\$ 56,203	238	\$ 236.15

Storm Water Fund

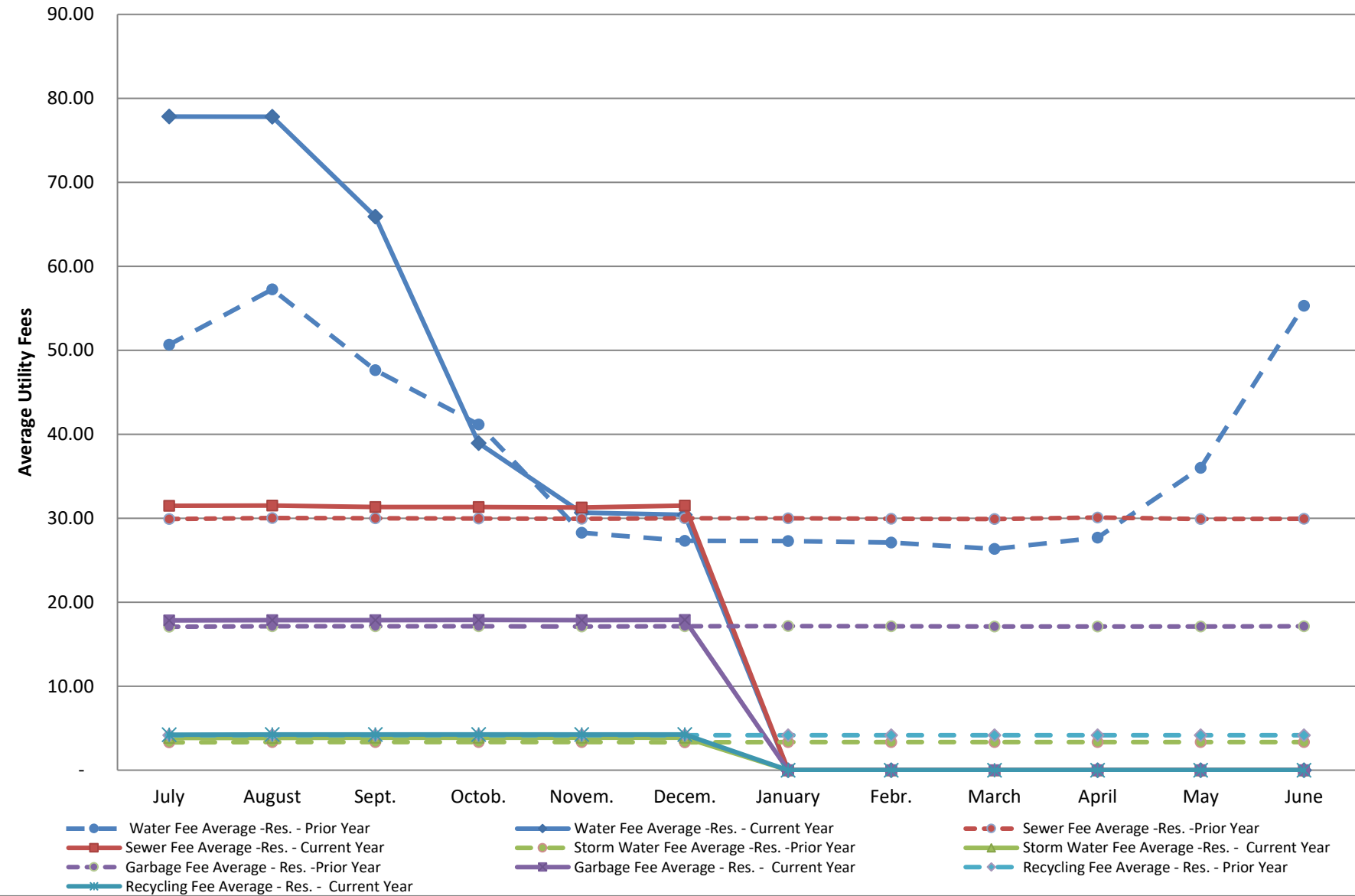
	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential	\$ 8,490	2,198	\$ 3.86
Commercial	\$ 24,053	209	\$ 115.09

Garbage Fund

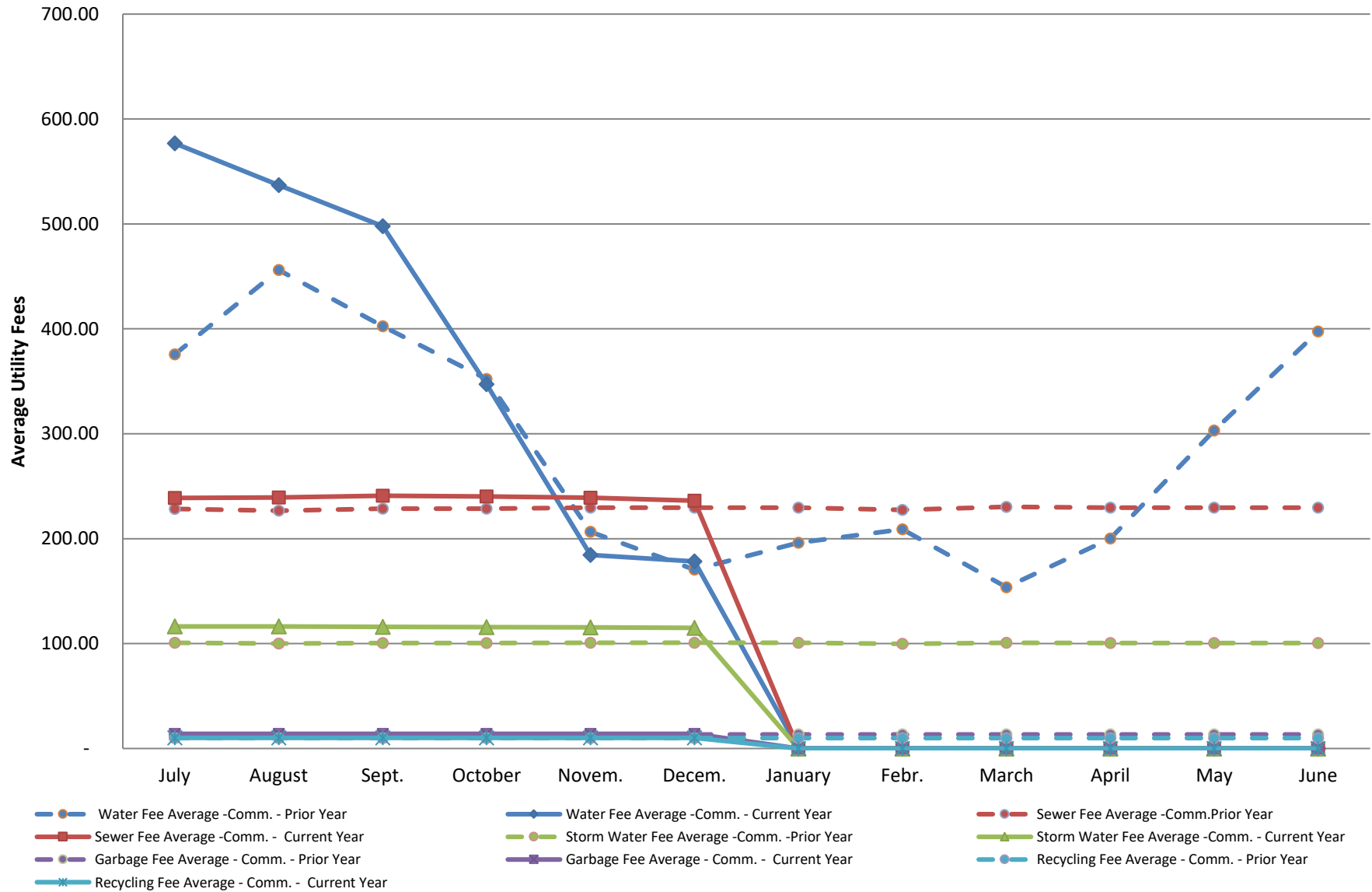
	Total Billings	Total Customers Billed	Average Bill Per Customer
Residential - Garbage	\$ 38,570	2,157	\$ 17.88 *
Residential - Recycling	\$ 7,784	1,832	\$ 4.25
Commercial - Garbage	\$ 28	2	\$ 13.97 *
Commercial - Recycling	\$ 20	2	\$ 10.13

\* Some garbage utility customers have more than one garbage can, this is an average of all customers.

Residential Average User Fees  
Fiscal Year 2025 & 2026



## Commercial Average User Fees Fiscal Year 2025 & 2026



## **Business Administration:**

Cody Cardon:

- Routine phone & computer problem resolution throughout the city.
- Routine management issues and resolution.
- Various meetings and training courses attended.
- Working on monthly Accounting.
- Various IT projects.
- West Bench RDA.
- Domain name change for new website.
- Various meetings and analysis of RDAs.
- Yearend audit prep and working with auditors.
- January's Newsletter with Angel.
- Training Angel Mejia as IT/Digital Media Tech.

Stacey Comeau:

New Hires:	Corbin Maxfield Parker Ebert	Community Services Police
------------	---------------------------------	------------------------------

Promotions:	Maclane Loughton	Community Services
-------------	------------------	--------------------

Terminations:

- Random drug testing for the month
- Processed semimonthly payroll
- Did background and credit checks on applicants for apartments
- Attended NUHRA board/training meetings
- Prepared safety incentive reports
- Responded to job inquiries
- Updated Staffing Authorization Plan
- Prepared Employee Recognition
- Completed monthly payroll reconciliation
- Conducted exit interview with terminating/retiring employees
- Prepared ACH files for Rent, RDA, and Early Retiree payments
- Notarized various documents
- Responded to requests for RDA loan payoff and verification of employment, both verbally and in writing
- Prepared RDA loan disbursements
- Responded to inquiries on Purchase Assistance Program and RDA Loan Program
- Worked with various personnel to resolve issues and concerns

Angel Mejia:

- Assisted staff with day-to-day technical support and troubleshooting.
- Updated and maintained content on the City website.
- Completed and distributed the monthly City newsletter.
- Created and published social media content for City events, projects, and public notices.
- Completed and successfully launched the new City website.
- Assisted with interpretation services for City Court.
- Post deployment follow up on new laptops for the Police Department.
- Ongoing inventory of old Police Department laptops.
- Assisted the Police Department with 3CX issues.

- Continuing Windows 11 upgrades for the Police Department VDI's
- Troubleshoot network connectivity issues at the Fire Department.
- Reviewed and responded to reported phishing emails from staff.

**Community Development Department:**

- Code Review and list of revisions
  - Draft Code Revisions – Title 10
  - Work group with PC and Consultant
- Development Review/Processing:
  - Fieldstone Homes
  - Alpine Homes
  - Sign Approvals
  - Zoning Confirmation Requests
  - Rezone Request – JFisher Company (Ritter Townhomes)
  - Zone Text Amendment
- Meeting with property owners and developers to discuss project plans and concepts
  - AFCU Team/Dee Hansen
  - DRH/LHM
  - Riverdale Townhomes
  - Bach Homes/StringTown Meetings
  - Riverdale Flats Apartments
    - CarMax
    - New Townhomes
- 5600 South Project – CCT Meeting
- 4400 S Bridge Meetings
- Zoning Violation Review
- Fee Analysis
- Parking Analysis
- Building Plan Review/Building Inspections
- Utah League of Cities and Towns
  - Legislative Policy Committee
  - Economic Development Advisory Committee
- RDA Project Area Audit
  - West Bench RDA
    - Project Plan/Budget Amendment
  - West Bench CRA
  - 700 West
- Department heads meetings attendance
- City Council Prep
- Building Permits Issued (30 days)
  - Re-Roof: 7
  - Demolition: 0
  - Tenant Finish: 0
  - Plumbing: 1
  - Basement Finish: 1
  - Mechanical/Electrical: 4
  - Sign: 0
  - Solar: 1
  - Remodel/Addition: 4

- New Construction – Commercial: 0
  - New Construction – Residential: 1
  - Mobile/Manuf Home – 0
  - Fence: 0
  - Deck: 0
  - Pool: 1
- Building Inspections - 74
- Planning Commission Prep
- Budget/Sales Tax Revenue Review
- Floodplain Mitigation Training and Review
- Geographical Information Systems training and work
- DWCCC Sale (Peacock Ridge)
- Business Retention and Expansion (BRE Program)
  - Introduction to local businesses

## Monthly report – December 2025

### Legal Dept., City Attorney, City Admin. – Steve Brooks:

- Resolutions/Ordinances work–
  - Work concerning – Goldcrest, Transfer station, Water, Townhomes, 4400, PC., Audit, Bonding, LHM, Healthy Utah, Newly elected, Software, Fire annexation, RDa, Appeal, Subdivisions, PRUD, Senior center, 1st amend audits, Training, Closed meetings, Code enforcement, Motel 6, Land use, UDOT (bridges, islands), West bench,
- Legal research/review –
- Legal Department meetings/work –
- Planning commission review/ordin/mtgs/minutes
- Walk-ins/Police reviews/Court/Court screenings/Court filings
- Formal training attended- Land use
- Legal reviews of minutes/resolutions/ordinances
- Records request reviews

### COURT MONTHLY REPORT

338 Total traffic cases	YTD (Jan. 1, 2025 to December 31, 2025)		
1 DUI	176 Moving violations	0 FTA	
0 Reckless/DUI red.	109 Non-moving violations	0 Other	
52 License violations	0 Parking		
29 Total Misdemeanor cases	YTD (Jan. 1, 2025 to Dec. 31, 2025)		
0 Assault	0 Ill. sale Alc.	0 Dom. animal	4 Dom. violence
8 Theft	4 Other liq. viol.	0 Wildlife	12 Other misd./infrac
0 FTA	0 Contr. subst vio	0 Parks/rec.	
0 Public intox	0 Bad checks	1 Planning zon./Fire/Health	
312 Total cases disposed of this month	3775	Total number of cases disposed of for the year (July 1, 2025 to June 30, 2026)	
369 Total offenses this month	2447	Total offenses for year (July 1, 2025 to June 30, 2026)	

Small Claims	Total number of cases for the year (Jan. 1, 2025 to Dec. 31, 2025) -- Filed=9 Settled/Dismissed=13		
1 Cases filed	0 Trials		
0 Settled/dismissed	0 Default judgment		

# CITATIONS BY AGENCY	YTD (July 1, 2025 to June 30, 2026)		
Riverdale City	127	1072	
UHP	170	970	

### REVENUE/MISC. YTD (July 1, 2025 to June 30, 2026)

Total Revenue collected	\$ 60,574.90	\$ 381,017.44
Revenue Retained	\$ 40,414.89	\$ 249,410.76
Warrant Revenue	\$ 21,048.23	\$ 162,763.45
Issued warrants	45	337
Recalled warrants	78	470



## **Public Works Monthly Report December 2025**

- Continued work with Weber Basin to discuss alternatives for them providing additional water, instead of drilling well.
- Continued Storm Water review to meet new state regulations.
- Continued design work on 1050 W Ritter Dr. Roundabout.
- Continued work on UDOT 5600 S project.
- Continued inspections on AFCU Campus.
- Continued inspections on America First Road Project.
- Continued 2023 waterline project.
- Continued Coleman Vu Project.
- Continued work on utility capacity evaluations for 1500 W development.
- Continued review and engineering for capital improvement plan for Sanitary Sewer and Water.
- Continued inspections on Ken Garff redevelopment.
- Continued work on drinking water lead and copper rule.
- Started design on 2026 Street Projects
- Continued 4400 S Bridge Project.
- Continued 2025 Street Projects.
- Continued design 2025 Waterline Projects.
- Started bid process on Senior Center Roofing Project
- Started design on Golden Spike Playground project.

## **Community Services**

Attended staff meetings

Held departmental staff meeting

Created monthly issue of Riverdale Connections.

Covered for Miranda at the Senior Center

Christmas Dinner at Senior Center

Prepared Old Glory booths, park pavilions, and senior center memberships

Prepared RAMP grants



# SENIOR CENTER

## Monthly Report



### FAVORITE PROGRAMS

Bingo  
Line Dancing  
Men's Fitness

Foot Clinic  
Massages  
Ukuele lessons

# 785



## MEALS SERVED

We served **188** meals on our busiest day

# 673

**PEOPLE**  
attended our programs

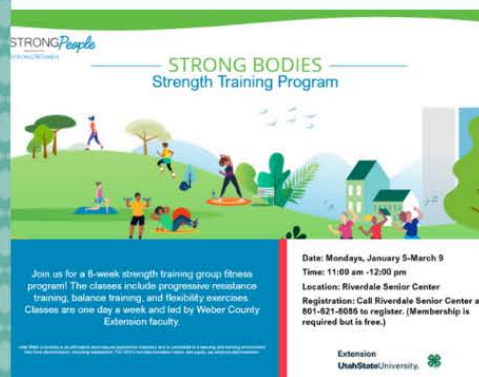


# 375

**HOURS**  
of volunteer service

### SENIOR SPOTLIGHT: CHARLOTTE GARNER

Charlotte has been a volunteer for 3 years at The Riverdale Senior Center. She has recently become the Volunteer Coordinator. This is a very busy and important position, and we are so grateful for all she does to keep the Center staffed and running smoothly!



## December 2025

# COMMUNITY CENTER



## Monthly Report



### MONTHLY ATTENDANCE

# 1164



## PEOPLE



# 1315

## PEOPLE

attended our programs

### RESERVATIONS



# 37

 this month

Includes 15 small meeting room  
and 22 large meeting room  
reservations

### A FEW PROGRAMS OFFERED

After School Club  
Basketball Camp

Pickleball  
Jr. Jazz Basketball



### SPOTLIGHT: BASKETBALL CAMP

WE PARTNERED WITH HOOP FACTORY TO DO A BASKETBALL CAMP  
DURING CHRISTMAS BREAK. WE PROVIDED THE FACILITY AND  
THEY PROVIDED THE INSTRUCTION. WE HAD GREAT ATTENDANCE.



## December 2025



# ***RIVERDALE POLICE DEPARTMENT CRIME BULLETIN***

December 2025  
Report #25-12

## ***December Police Calls***

- **1204 Calls for Service:**
  - **16 Animal Complaints**
  - **262 Crime Reports Written**
    - **4 Forgery/Fraud**
    - **21 Retail Thefts**
    - **9 Family Offenses**
    - **12 Child Abuse / DCFS cases**
    - **5 Burglary/Theft Complaints**
    - **44 Arrests**

The remainder of calls involved Welfare Checks, Disorderly Conduct, Suspicious Activities, Citizen Assists, Lost/Found property, Trespassing, Medical Assists, Warrant Services, etc.



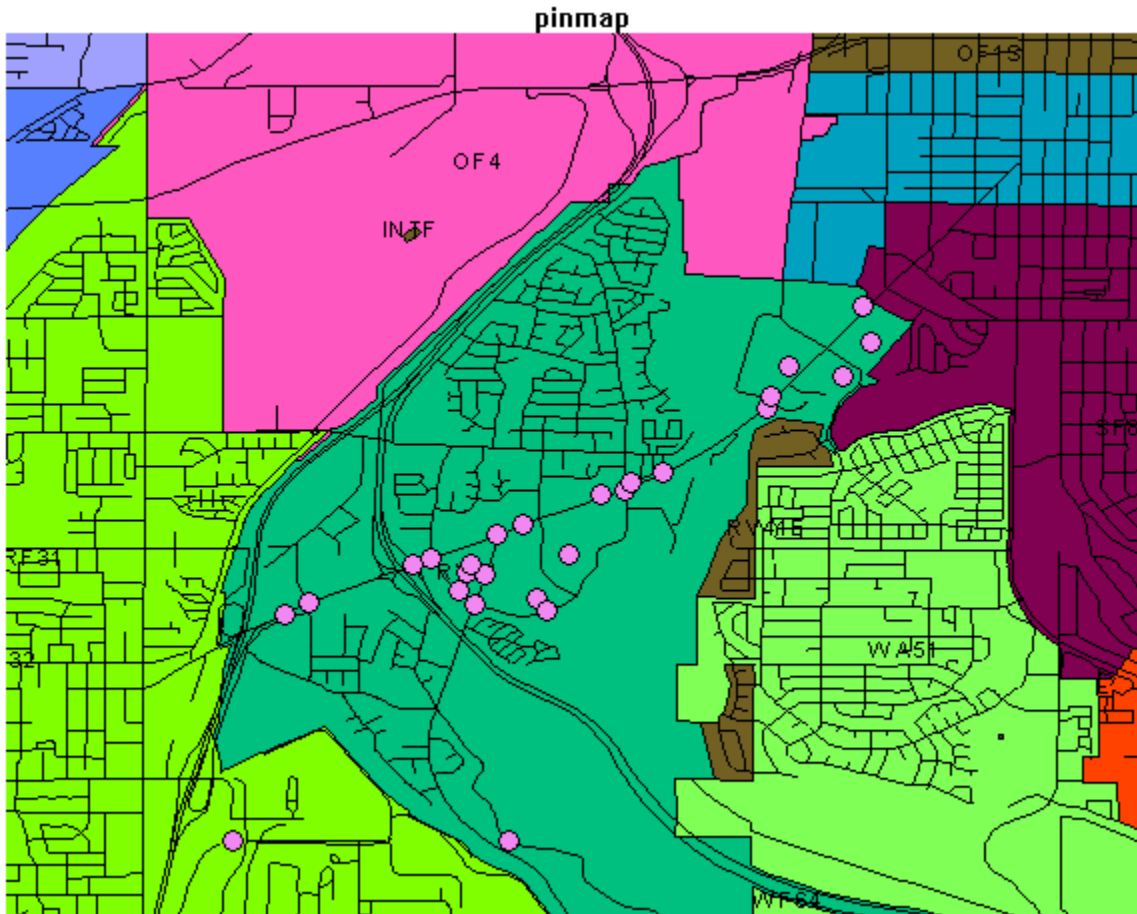
## ***Traffic Patrol and Enforcement***

- **329 Traffic Stops resulting in:**
  - **205 Citations**
  - **296 Total Violations**
  - **91 Warnings Issued**

# ***RIVERDALE POLICE DEPARTMENT CRIME BULLETIN***

December 2025  
Report #25-12

## ○ **36 Traffic Accidents**



- **31 New Cases sent to Investigations.**
- **20 Investigative Cases Closed**

### **\*Code Enforcement**

**15 Active Cases**

**Closed 1 case with compliance**

**1 New case assigned**

POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

POLICE LINE - DO NOT CROSS

POLICE LINE - DO

**FOR LAW ENFORCEMENT USE ONLY!**

## **December UMA Pass On**

**Community Policing-** Continued efforts to build rapport and relationships with the staff members and students that attend the Utah Military Academy (UMA).

**Tobacco Problem-** The SRO was made aware by school administration that four cadets were found with electronic cigarettes after sluffing in a vehicle on of their classes. All four cadets were suspended. One of the cadet's parents requested their child be cited for the tobacco possession and this was done. The other three parents were ok with the school handling this incident as this was their first offense.

**Threats-** The SRO was made aware of a cadet who was searching concerning things on his school laptop. These searches activated our threat assessment protocols. It was determined that this case was not criminal, but the cadet was still put through the threat assessment process to give him any assistance he might need. The cadet was suspended as well.

**Threats-** The SRO was made aware of a cadet who was searching concerning things on his school laptop. These searches activated our threat assessment protocols. It was determined that this case was not criminal, but the cadet was still put through the threat assessment process to give him any assistance he might need. The cadet was suspended as well. (different cadet then above, same type of incident)

**Assist OJ-** The SRO let Roy Police know of an incident that was brought to the attention of Law Enforcement. This incident involves the report of domestic violence towards a cadet by his father at their home address. All information was forwarded to Roy Police to follow up.

**Tobacco Problem-** The SRO was made aware of a cadet who had an electronic cigarette with them today. School Officials found an electronic cigarette in the cadet's backpack and he was suspended. This matter was left at the school level, and no Law Enforcement action was taken.

**HAPPY HOLIDAYS TO EVERYONE. UMA WILL BE CLOSED FOR CHRISTMAS BREAK TILL JANUARY 6<sup>TH</sup>.**

## **INVESTIGATIONS MAJOR INCIDENTS/ARRESTS FOR 12/2025**

Child Abuse: Detectives investigated a child abuse case that occurred in our city. Interviews were conducted and photos obtained. The case will be screened with the Riverdale City Prosecutors.

Sex Offense: Detectives closed out a sex offense case that occurred in our city. This was a lengthy investigation that is now complete. The case was submitted to the Weber County Attorney's Office to be screened for charges.

Detectives handled some in-house training for our new hire and have also attended an event at Riverdale Elementary where we played chess and checkers with the fourth graders. It was a fun time.

## **Patrol Report December 2025**

**Vehicle Theft/Carjacking:** Officers responded to a local business parking lot where the victim reported that a male suspect had produced a weapon and stole his vehicle. Officers later located the stolen vehicle and the suspect in a neighboring jurisdiction where the suspect was arrested and booked into jail.

**Warrant/Drug Paraphernalia:** An officer contacted a male who was sleeping in a vehicle in a local business parking lot. The male was found to have an outstanding warrant for his arrest and was in possession of drug paraphernalia. The male was booked into jail.

**Lewdness:** A female was observed urinating on the side of a local business. Upon being confronted by law enforcement, the female failed to disclose her identity as required. The female was arrested and booked into jail.

**Threatened Suicide:** Officers responded to a local residence where a female had ingested a large amount of medication in an attempt to commit suicide. The female was subsequently transported to the hospital for a psychiatric evaluation.

**Retail Theft:** It was reported that a female suspect had just stolen multiple pairs of shoes from a local business. Officers located the suspect nearby and recovered the stolen property. The suspect was booked into jail.

**DUI:** Officers responded to a reported traffic accident where a vehicle crashed into a tree. Upon contacting the female driver, an investigation determined that she had been driving under the influence of alcohol. The female was subsequently arrested and transported to the hospital for further evaluation.

**Retail Theft:** Loss prevention employees at a local business observed two theft suspects from a prior incident inside of the store. The suspects fled on foot but were located nearby by responding officers. The suspects were arrested for theft and possession of drug paraphernalia.

**Unattended Death:** Officers responded to a report of an unoccupied vehicle that appeared to have been involved in a traffic accident near the river. Upon further investigation, the suspected male driver was found deceased nearby in the river. Detectives are investigating the case further.

**Disturbance:** Officers responded to a local business where employees reported that a customer was irate and refusing to leave. Officers contacted the subject, deescalated the situation, and he left without further problems.

**Recovered Stolen Vehicle:** An officer located an unoccupied vehicle that was left running in a local business parking lot. Upon further investigation, it was found that the vehicle had been stolen earlier in the night. There is currently no suspect information.



**Burglary:** Employees of a local business reported that someone had gained access to the building during closing hours and had stolen multiple items. Officers were subsequently able to identify a potential suspect. Detectives are investigating the case further.

**Warrant:** An officer observed a female known to have outstanding warrants for her arrest standing outside of a local business. Upon contacting the female, she resisted arrest but was safely taken into custody and booked into jail.

**Ordinance Violation:** Officers located a large transient camp in a wooded area of the city. Nobody was found at the camp. Follow-up will be conducted in an attempt to contact the campers and/or to remove the camp and supplies.

# RIVERDALE FIRE DEPARTMENT

## MONTHLY REPORT



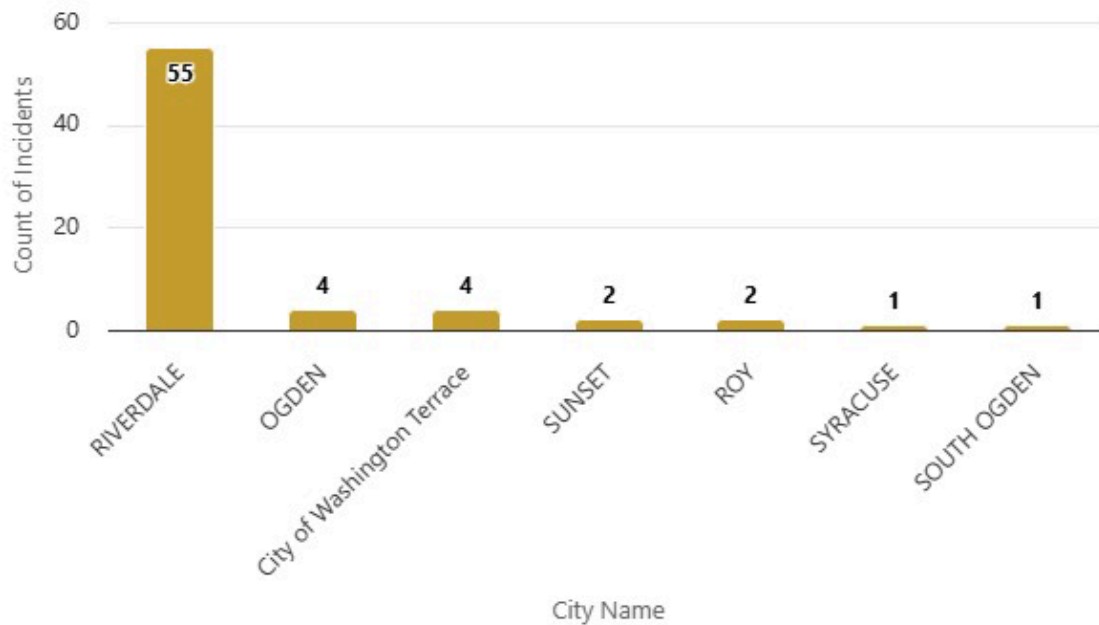
December 2025

### Incident Types:

- 102 Fire calls for service
- 84 EMS calls
  - 46 Transports
  - 38 Non-transports

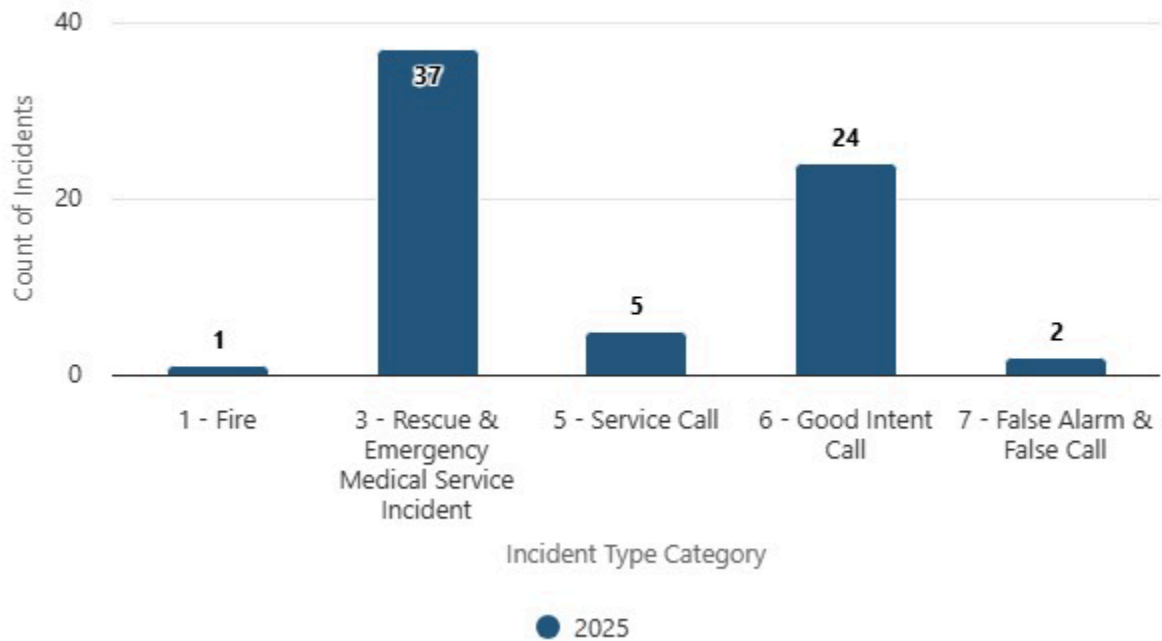
### Incidents by City Name (Top 15)

Dec 01, 2025 to Dec 31, 2025



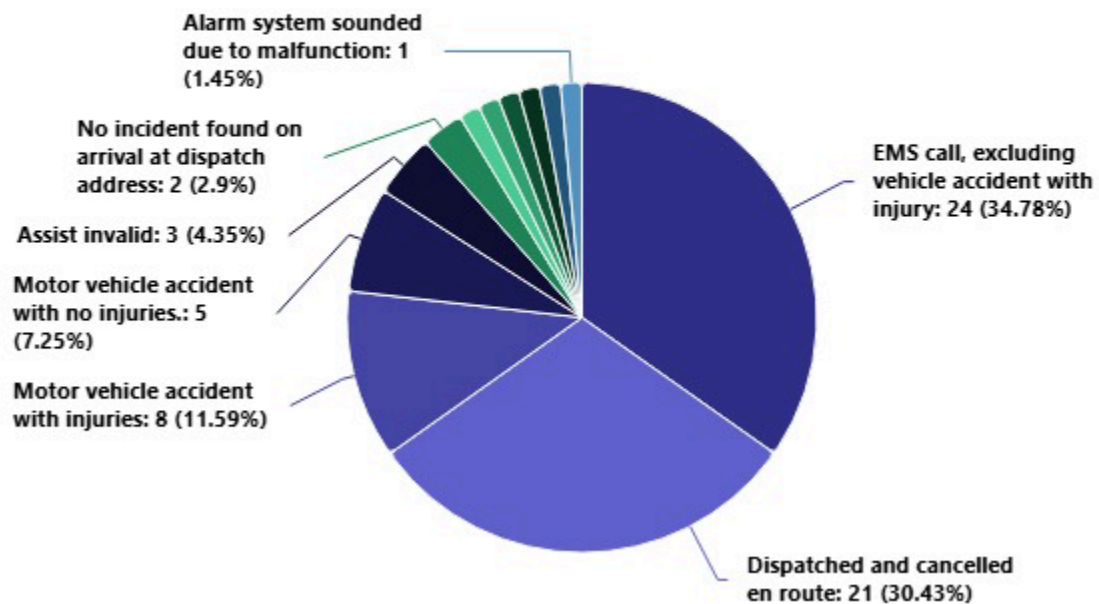
## Incidents by Category and Year

Dec 01, 2025 to Dec 31, 2025



## Incident Types (Top 15)

Dec 01, 2025 to Dec 31, 2025



## Incidents by Day and Hour

Dec 01, 2025 to Dec 31, 2025

Day of Week	Sunday	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	1	0	1	0	0	1	0
	Monday	0	0	0	0	0	0	0	0	0	0	1	0	2	0	1	2	1	0	1	0	0	2	2	1
	Tuesday	0	0	0	0	0	0	0	0	1	1	0	1	2	2	2	0	0	1	0	1	0	0	0	0
	Wednesday	0	0	0	1	0	0	1	0	0	0	0	0	0	0	1	0	2	2	1	0	0	1	0	0
	Thursday	0	0	0	0	0	0	1	1	3	0	1	1	1	1	1	1	1	1	0	0	1	1	0	0
	Friday	0	0	0	0	0	0	1	0	0	0	1	0	0	0	2	1	2	1	0	0	0	0	0	0
	Saturday	0	0	0	0	0	0	0	1	0	0	0	1	1	0	1	1	0	1	2	0	0	0	0	0
		0000	0200	0400	0600	0800	1000	1200	1400	1600	1800	2000	2200	Hour of Day											

### Notable Incidents

- Rollover reported on I-15 NB. Patients extricated and transported by Riverdale ambulance
- Auto vs. Motorcycle on border of Roy and Riverdale. Cleared large debris field. Traffic was backed up with all EB lanes closed off.
- Assisted on an accident with a pinned victim. Multiple victims extricated and transported.
- Responded on a reported structure fire at JC Penney. Dispatch advised that a plug was actively smoking. Upon arrival, a light relay was shorting out and sparking. Power was disconnected and the manager contacted an electrician.
- Car fire on I-15 NB Freeway. One passenger car fully engulfed and extinguished by fire personnel. The cause was undetermined, and the car was a total loss.

## Fire Marshal Report

- Final fire alarm and sprinkler tests were performed and passed at Riverdale Townhomes.
- Checked Motel 6 property. Several broken windows and vents to rooms are removed. The building is not secure. Discussed the issue with Steve May. RVPD and code enforcement are aware of the issues.
- Review of Burrows Subdivision plat. Fire Department has no exceptions.
- Business license inspection for Nest, passed.

## Other Updates:

- Played chess/checkers with students at Riverdale Elementary
- 2025 annual Santa Run completed
- Attended an Everbridge emergency notification training
- Stringtown charette
- Dispatch Operations Board
- Weber/Morgan Fire Chiefs
- City Department Head meeting
- Region 1 Heavy Rescue meeting
- Weber County Heavy Rescue meeting
- AFCU site plan review
- Met with Siddons Martin corporate regarding fleet repairs

Employee Recognition – January 2026 Anniversaries		
Years	Employee	Department
21	Stacey Comeau	Business Administration
9	Teral Tree	Court
9	Letitia Toombs	Court
7	Cody Cardon	Business Administration
6	Paul Olds	Court
1	Angel Mejia-Muniz	Business Administration
1	Nicholas Candage	Fire
1	Kolton Read	Fire



**Riverdale**  
City

## Staffing Authorization Plan

As of December 31, 2025		
Department	FTE Authorization	FTE Actual
City Administration	2.00	2.00
Legal Services	4.50	3.50
Community Development	1.00	1.00
Building	1.50	1.50
Business Administration	5.50	5.50
Community Services	13.00	12.50
Public Works	11.00	11.00
Police	26.00	26.00
Fire	17.00	17.00
Total	81.50	80.00

Staffing Reconciliation - Authorized to Actual		
Department	FTE Variance	Explanation
City Admin	0.00	
Legal Services	(1.00)	City Administrator/City Attorney
Community Development	0.00	
Community Services	(0.50)	
Business Administration	0.00	
Public Works	0.00	
Police	0.00	
Fire	0.00	
Totals	(1.50)	Staffing <u>under</u> authorization

Actual Full Time Employees 63.00







Actual Part Time Employees 34.00

Seasonal Employees 0.00

\* 2 part time FTE can not be converted to 1 full time FTE

Riverdale City  
Staffing Authorization Plan








Department: Elected - Mayor & Council

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>Election</u>	<u>Term of Office</u>	<u>Authorized</u>	<u>Actual</u>
	Mayor			1.00	
	Braden Mitchell	2015	2022-2025		1.00
					
	Councilor / Mayor Pro Tem			1.00	
	Alan Arnold	2015	2024-2027		1.00
					
	Councilor			4.00	
	Bart Stevens	2017	2022-2025		1.00
	Anne Hansen	2022	2022-2025		1.00
	Michael Richter	2024	2024-2027		1.00
	Stacey Haws	2024	2024-2025		1.00
					
	Total			6.00	6.00





# Riverdale City Staffing Authorization Plan

Department: Planning Commission

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOA-City</u>	<u>Term Apptm't</u>	<u>Authorized</u>	<u>Actual</u>
	Chairman			1.00	
	Kent Anderson	04/2020	01/2027		1.00
					
	Vice Chairman			1.00	
	Rikard Hermann	12/2018	01/2029		1.00
					
	Commissioner			5.00	
	Colleen Henstra	03/2024	01/2026		1.00
	Alan Bowthorpe	02/2025	01/2029		1.00
	Laura Hilton	08/2025	01/2028		1.00
	Jason Francis	08/2025	01/2028		1.00
	Open				0.00
					
	Total			7.00	6.00








# Riverdale City Staffing Authorization Plan

Department: City Administration

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
130/140	City Recorder Michelle Marigoni	6/17/2021	6/17/2021	1.00	1.00
					
125	City Administrator/City Attorney Steve Brooks	11/1/2004	2/1/2022	1.00	1.00
					
Total				2.00	2.00


# Riverdale City Staffing Authorization Plan

Department: Legal Services

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
1042	Court Clerk III Nicole Green	10/31/2021	10/31/2021	1.00	1.00
					
1040	Court Clerk II Sonja McCauley	2/12/2024	2/12/2024	1.50	1.00
	Cathrine Dorius	7/15/2024	7/15/2024		0.50
					
1070	Prosec. Attorney Teral Tree	1/30/2017	1/30/2017	0.50	0.25
	Letitia Toombs	1/30/2017	1/30/2017		0.25
					
XXX	Justice Court Judge Paul Olds	1/22/2020	1/22/2020	0.50	0.50
					
	Dept Head Cody Cardon			1.00	0.00
					
Total				4.50	3.50

Riverdale City  
Staffing Authorization Plan

Department: Community Development

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
345/380	Comm Dev Dir/RDA Deputy Director Brandon Cooper	3/4/2024	3/4/2024	1.00	1.00
					
Total				1.00	1.00

# Riverdale City



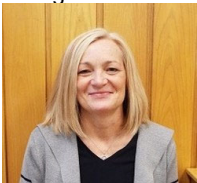
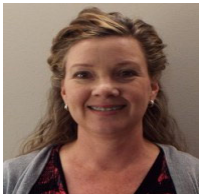



## Staffing Authorization Plan

Department: Building

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
325/310	Building Official Jeff Woody	11/30/2022	11/30/2022	1.00	1.00
					
315	Permit Technician/Administrative Assistant Jocelyn Rivera	6/26/2023	6/26/2023	0.50	0.50
					
345/380	Comm Dev Dir/RDA Deputy Director Brandon Cooper	3/4/2024	3/4/2024	0.00	0.00
					
Total				1.50	1.50


# Riverdale City Staffing Authorization Plan

Department: Business Administration

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
760	Civic Center Service Clerk Cami Jacobsen Amy Cummings	9/5/2017 10/21/2021	9/5/2017 10/21/2021	1.00	0.50 0.50
	 				
720/200	Acctg. Clerk Laurie Greenhalgh	5/16/2019	5/16/2019	0.50	0.50
					
730	Utility Billing Clerk Angie Pierce	4/18/2016	4/18/2016	1.00	1.00
					
875/920	IT/Digital Media Technician Angel Mejia-Muniz	1/13/2025	1/13/2025	1.00	1.00
					
195/145	HR Manager/Treasurer Stacey Comeau	1/31/2005	1/31/2005	1.00	1.00
					
165/780	Business Administrator Cody Cardon	1/8/2019	1/8/2019	1.00	1.00
					

# Riverdale City Staffing Authorization Plan

Department: Community Services

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
XXX	Rec Assistant			6.00	
	Jace Johnson	9/10/2025	9/10/2025		0.50
	Jaxson Udall	9/10/2025	9/10/2025		0.50
	Ethan LaFollette	11/4/2024	11/4/2024		0.50
	Mason Smith	6/19/2024	6/19/2024		0.50
	Corbin Maxfield	12/11/2025	12/11/2025		0.50
	Zander Gonzales	5/8/2025	5/8/2025		0.50
	Noah Bingam	12/30/2024	12/30/2024		0.50
	Granthony Wegelin	5/8/2025	5/8/2025		0.50
	Taylie Allen	9/17/2025	9/17/2025		0.50
	Nevaeh Silva	8/20/2025	8/20/2025		0.50
	Evelyn Allen	8/21/2025	8/21/2025		0.50
	Open				0.00
	NO PHOTO SUBMITTED	NO PHOTO SUBMITTED	NO PHOTO SUBMITTED	NO PHOTO SUBMITTED	NO PHOTO SUBMITTED
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XXX	Group Fitness Instructor			0.50	
	Sherilyn Taylor-Brown	7/27/2017	7/27/2017		0.50
					
1266	Comm Services Cust Service Clerk			2.50	
	Karen Dille	9/13/1999	9/13/1999		0.50
	Shari Casper	5/23/2022	5/23/2022		0.50
	Betty Wilson	9/2/2014	9/2/2014		0.50
	Hannah Muirbrook	9/8/2025	9/8/2025		0.50
	Maclane Loughton	8/19/2022	12/1/2025		0.50



1270	Rec Specialist			1.00	
	Baylee Cascaddan	8/31/2015	10/16/2021		0.50
	Jacob Kilts	11/18/2024	11/18/2024		0.50



1570	Sr. Center Cook			0.50	
	Anissa Sterner	11/17/2022	11/17/2022		0.50



1424	Sr. Center Kitchen Aide			0.50	
	Julie Morse	5/1/2024	5/1/2024		0.50



225	Seniors Program Specialist			1.00	
	Miranda Rizzi	3/20/2014	7/1/2017		1.00



340	Comm Services Director			1.00	
	Rich Taylor	6/30/2014	6/30/2014		1.00










Rounding



Total				13.00	12.50
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# Riverdale City Staffing Authorization Plan








Department: Public Works

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
1230	Park Mtnc Specialist I Zachary Henstra	5/24/2022	5/24/2022	1.00	1.00
					
1235	Park Mtnc Specialist II			0.00	0.00
1240	Park Mtnc Specialist III Matthew Guymon John Flynn	9/1/2017 10/2/2018	1/16/2018 10/2/2018	2.00	1.00 1.00
					
2034	Assistant Public Works Director Norm Farrell	8/17/1998	12/20/2004	1.00	1.00
					
1900	Crew Leader Travis Gibson Abraham Torres	5/2/2011 5/9/2006	5/2/2011 4/16/2025	2.00	1.00 1.00
					
2105	Utility Mtnc Operator I Gage Bennett	3/2/2020	3/2/2020	1.00	1.00
					

2110	Utility Mtn Operator II			0.00	0.00
2115	Utility Mtn Operator III Dallas Nalder	3/2/2020	7/1/2022	1.00	1.00
					
2115/2030	PW Inspector/Operator III Travis Dahle	7/18/2017	7/18/2017	1.00	1.00
					
2105/2000	Utility Mtn Operator I/Equipment Mtn Spec Brandon Archuleta	9/16/2025	9/16/2025	1.00	1.00
					
2025	PW Director Shawn Douglas	5/20/1991	10/16/2011	1.00	1.00
					
	Total			11.00	11.00

# Riverdale City Staffing Authorization Plan

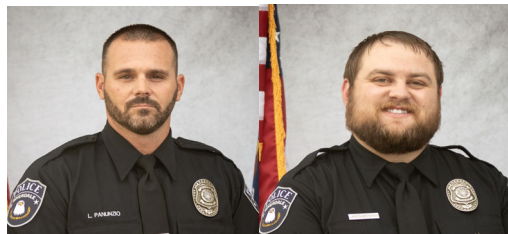
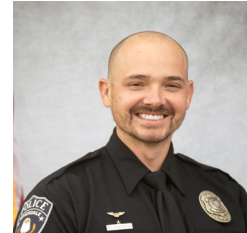
Department: Police

<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
XXX	School Crossing Guard			1.50	
	Kathy Doxey	8/10/2015	8/10/2015		0.50
	Lesley Kolczak	11/16/2022	11/16/2022		0.50
	Brenda Green	8/1/2025	8/1/2025		0.50
					
330	Code Enforcement Stephen May	8/8/2023	8/8/2023	0.50	0.50
					
1510	Animal Control Kimberlee Winn	5/31/2020	5/31/2020	1.00	1.00
					
2335	Patrol Secretary/Receptionist Casey Baur	11/30/2022	11/30/2022	1.00	1.00
					
2310	Administrative Executive Assistant Shalee Nay	7/1/2019	6/1/2021	1.00	1.00
					

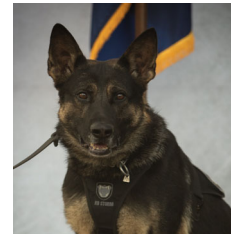
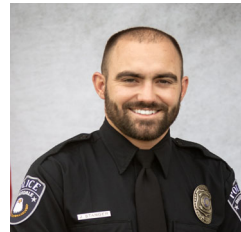
1749	Pol Officer			15.00	
	Dustin Farnsworth	12/31/2023	12/31/2023		1.00
	Noah Shears	2/16/2023	2/16/2023		1.00
	Meg'n Foster	5/31/2025	5/31/2025		1.00
	Matthew Phillips	6/16/2016	6/16/2016		1.00
	Kaleb Montez	8/21/2025	8/21/2025		1.00
	Robert Lovato	6/30/2016	6/30/2016		1.00
	Luigi Panunzio	5/26/2016	5/26/2016		1.00
	Landon Brenkman	10/16/2023	10/16/2023		1.00
	Jacob Stanger	6/30/2018	6/30/2018		1.00
	Benko	10/6/2021	10/6/2021		0.00
	Jeffrey Edminster	9/30/2021	9/30/2021		1.00
	Eddie List	11/16/2022	11/16/2022		1.00
	Christopher Morreale	12/1/2022	12/1/2022		1.00
	Nathen Zaugg	2/28/2023	2/28/2023		1.00
	Rory Powers	5/16/2023	5/16/2023		1.00
	Parker Ebert	12/16/2025	12/16/2025		1.00



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SUBMITTED



NO PHOTO  
SUBMITTED



1765	Pol Sgt			4.00	
	Ryne Schofield	7/16/2016	6/1/2025		1.00
	Tyrel Dalton	3/1/2018	5/1/2023		1.00
	Gerardo Vazquez	4/30/2018	12/16/2022		1.00
	Lynn Wright	7/1/2003	9/16/2023		1.00



1745	Asst. Police Chief Derek Engstrom	11/16/2010	6/1/2025	1.00	1.00
					
1740	Police Chief Casey Warren	4/16/2004	9/1/2023	1.00	1.00
					
	Total			26.00	26.00

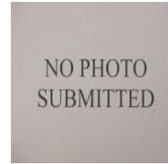
Riverdale City  
Staffing Authorization Plan

Department: Fire

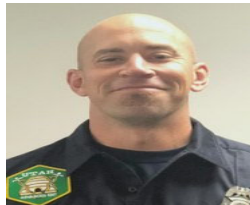
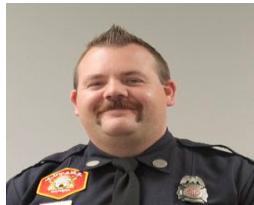
<u>Job Code</u>	<u>Job Title / Incumbent</u>	<u>DOH-City</u>	<u>DOH-Position</u>	<u>FTE Authorized</u>	<u>FTE Actual</u>
1710	Fire Inspector Paul Flaig	4/4/1983	12/1/2023	0.50	0.50
					
2335	Fire Admin Secretary Krystn Hinojosa	10/18/2004	10/18/2004	0.50	0.50
					
1695	Firefighter/AEMT			9.00	
	Marcus Garcia	11/20/2019	1/22/2023		1.00
	Casey Jefferies	2/8/2024	7/15/2024		1.00
	Cordell Watts	9/3/2024	9/3/2024		1.00
	Brock Marden	9/13/2024	9/13/2024		1.00
	Nicholas Candage	1/27/2025	1/27/2025		1.00
	Kolton Read	1/27/2025	1/27/2025		1.00
	Justin Reese	7/22/2025	7/22/2025		1.00
	Gannon O'Malley	11/5/2025	11/5/2025		1.00
	Ethan Fleming	11/5/2025	11/5/2025		1.00



1685	Firefighter Engineer/AEMT			3.00	
	Dean Gallegos	8/21/1995	8/21/1995		1.00
	JR VanDyke	7/28/2017	7/28/2017		1.00
	Michael Razey	12/6/2022	1/22/2023		1.00



1675	Fire Captain			3.00	
	Nathan Tracy	11/6/2012	8/1/2018		1.00
	Garrett Henry	9/21/2018	3/1/2019		1.00
	Steven Whetton	7/29/2014	6/1/2025		1.00



1680	Fire Chief			1.00	
	Matthew Hennessy	12/5/2005	12/1/2024		1.00



Rounding	0.00	0.00
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Total	17.00	17.00
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## **COMMUNITY DEVELOPMENT PROJECTS STATUS REPORT**

**December 2025**

### **OPEN FOR BUSINESS**



Nothing Bundt Cakes held a ribbon cutting on December 5 and is open for business at 1140 W Riverdale Road, Suite B



Axio Auto is now Mitsubishi Motors of Riverdale, located at 5212 Freeway Park Drive



Larry H. Miller Chrysler Dodge Jeep Ram is now Young Chrysler Dodge Jeep Ram, located at 1481 W Riverdale Road

### **NEW AND ONGOING DEVELOPMENTS**



America First Credit Union continues construction of their new Corporate Campus at 4624 South 1500 West



Ken Garff Honda Riverdale continues construction of their remodel and new service bays at 950 W Riverdale Road. The Showroom portion of the project is complete



GoldCrest Homes (Alpine/ Fieldstone) continues construction of 68 new single-family homes at the Coleman Vu Estates at 5368 s



The Riverdale Townhomes, a community of 45 new rental townhomes, is under construction at 4086 S 300 W.



The Nest Beauty Services is under construction at 4091 Riverdale Road.



Back 9 Indoor Golf Simulator is under construction at located at 5404 Freeway Park Drive



**RIVERDALE CITY  
CITY COUNCIL AGENDA  
January 20, 2026**

**AGENDA ITEM: G1**

**SUBJECT:** Consideration of Ordinance #999 regarding proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).

**PRESENTER:** Brandon Cooper, Community Development Director

**INFORMATION:**

- a. [Ordinance #999](#)
- b. [Executive Summary/Supporting Documents](#)

**[BACK TO AGENDA](#)**



## **ORDINANCE NO. 999**

### **AN ORDINANCE OF THE RIVERDALE CITY COUNCIL AMENDING TITLE 10, CHAPTER 22: PLANNED RESIDENTIAL UNIT DEVELOPMENT (PRUD) OF THE RIVERDALE CITY CODE.**

**WHEREAS**, the City of Riverdale has authority under Utah Code Annotated §§ 10-8-84 and 10-20-101 et seq. to enact ordinances and regulations to promote the public health, safety, and welfare of its residents; and

**WHEREAS**, the City Council finds it necessary and appropriate to review and update provisions of the City Code to ensure consistency with state law and to address changes in community needs and land use patterns; and

**WHEREAS**, Riverdale City staff has prepared a proposed text amendment to Riverdale City Code, Title 10, Chapter 22: Planned Residential Unit Development (PRUD), to replace and modernize the City's existing PRUD framework with a comprehensive Planned Development (PD) ordinance that accommodates residential, commercial, and mixed-use development while aligning with current Utah land use law and development practices; and

**WHEREAS**, the Riverdale City Planning Commission, after a duly noticed public hearing, reviewed the proposed amendment and forwarded a recommendation to approve to the City Council; and

**WHEREAS**, the City Council has reviewed the proposed amendment, considered public input, and determined that the amendment is in the best interest of the City and consistent with the long-term vision of protecting community health, safety, and welfare, while maintaining compatibility with surrounding uses and compliance with state law.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF RIVERDALE CITY, UTAH:**

#### **Section 1: Amendment**

Title 10, Chapter 22 of the Riverdale City Code is hereby amended and reenacted in its entirety to read as set forth below. The City Recorder is authorized to make non-substantive formatting, numbering, cross-reference, and typographical adjustments as necessary to conform the amended chapter to the City Code's standard organizational and formatting practices, provided such adjustments do not alter the substantive meaning or intent of this Ordinance.

#### **Title 10 – Chapter 22: Planned Development (PD)**

This section calls for substantial compliance with the intent of the General Plan and regulations of this title and other provisions of this code related to the public health, safety, and general welfare, but also offers the advantages of large-scale planning for residential, commercial, and mixed-use development in order to encourage innovative, efficient, and high-quality development and use of land.

- (1) **Purpose.** The purpose of the planned development is:
  - a. To encourage a quality environment and unique sense of place through greater flexibility of design than is possible solely through the typical application of base zoning regulations.
  - b. To encourage a more efficient use of the land and the preservation of greater proportions of open space for recreation and visual use than is otherwise provided for in the base zoning regulations.
  - c. To encourage good architectural design and placemaking measures by utilizing a variety of building types and site arrangement plans to give imagination, uniqueness, and variety in the physical pattern of the development.
- (2) **Applicability.**
  - a. Eligible Zones. Planned developments may be applied to property located in the following zoning districts: R-1-8, R-1-10, R-2, R-3, C-1, C-2, C-3, CP-1, CP-2, CP-3, M-U.
  - b. Minimum Site Area.
    1. Residential or predominantly residential PDs shall contain a minimum of three (3) contiguous acres under unified ownership or control.
    2. Commercial, mixed-use, or predominantly nonresidential PDs shall contain a minimum of five (5) contiguous acres under unified ownership or control.
    3. The Administrative Land Use Authority may waive the minimum acreage requirement for sites that demonstrate exceptional urban design, connectivity, or redevelopment merit.
  - c. Approval Authority. All planned developments require:
    1. Planning Commission review, public hearing, and recommendation; and
    2. City Council legislative approval and adoption by ordinance.
  - d. Relationship to Base Zoning. Upon approval, the PD ordinance and recorded PD development plan and associated agreements supersede conflicting base zoning standards for the subject property. Where the PD is silent, base zoning standards apply.
- (3) **Design Objectives for Planned Developments.** Every planned development shall be designed to achieve the following design objectives:
  - a. Provide for a comprehensive and harmonious arrangement of buildings, open spaces, circulation ways, parking, connections, and development amenities.
  - b. Be related to existing and proposed land use and circulation plans of the community and not constitute a disrupting element in the neighborhood.
  - c. The internal street system and pedestrian connections should be designed for the efficient and safe movement of vehicles without disrupting pedestrian circulation, activities, functions of the common areas and open space.
  - d. Open space and recreation areas and facilities should be located adjacent to dwelling units or be easily accessible therefrom.
  - e. Architectural features, connections, open space and recreational areas should be the focal point for the overall design of the development.
- (4) **Development Requirements.** To be approved, a planned development project must show a high commitment to excellence, ensuring better quality of life for future visitors, employees, or tenants and be compatible with adjacent developed areas. The following are required for all planned development projects:
  - a. **Ownership.** At the time of application, the subject property shall be owned by the applicant, or the application shall include a duly executed owner's affidavit authorizing the applicant to act as the owner's representative for purposes of submitting and processing the application. If the property is held in multiple ownership, the application shall be filed jointly by all owners or shall include an owner's affidavit from each owner granting such authorization.

b. **Open Space.** Unless otherwise approved by the Administrative Land Use Authority, common and private open space shall be provided and shall not cover less than 20 percent of the gross site area. The required open space shall be land areas that are not occupied by buildings, structures, parking areas, street right-of-way, or alleys and shall be accessible by the residents. Said open space shall be devoted to landscaping, preservation of natural features, trails, patios, and recreational areas. Private open space (that provide for a dwelling unit for personal use) shall be located immediately adjacent to, attached to, or within the dwelling unit it is designed to serve and shall be for the exclusive use of the residents of the dwelling unit. Common open space must constitute at least one quarter of the required open space. It may be distributed throughout the planned development and need not be in a single large area. Landscaped roof areas or decks attached to individual units may not be calculated as part of required common open space. Open space within a hillside or slope area may only be included as open space when they have been designed as an integral part of the project, as enumerated in subsection 10-22-3 above.

c. **Interior Streets.** The design of public streets within a planned development shall follow City standards for width of right-of-way and construction. Private streets within a planned development may be approved under alternative street standards, as approved by the City Engineer, Public Works Director, and the Administrative Land Use Authority. Such alternative street standards may include reduced street widths, modified cross-sections, and alternative sidewalk or park strip configurations, in lieu of standards subdivision requirements. Alternative street standards may only be approved for private streets and access drives with internal circulation serving the planned development. Alternative street standards shall not apply to public streets. Alternative street standards shall be approved if the applicant demonstrates, through objective evidence, that:

1. The proposed street design will safely accommodate anticipated traffic volumes; and
2. Emergency vehicle access and operations comply with adopted fire and building codes, as verified by written approval from the fire chief, fire marshal, or the authority having jurisdiction; and
3. The proposed design does not impair public safety or access to the development or adjacent properties; and
4. The alternative standards are consistent with the purpose and intent of the PD.
5. If conflicts arise between reviewing authorities regarding alternative street standards, the most restrictive standard shall apply unless the City Manager determines otherwise in writing with specific findings.

The interior street system in a planned development project shall be dedicated to the City as a utility easement. All private streets shall be conveyed to a private home-owner's association. The original developer/builder will also be required to establish a city-approved road maintenance fund for all private streets. This provision will be required in the CC&Rs for all projects with a private street system.

All streets approved as part of an original or amended planned development plan shall remain open and accessible at all times and shall not be gated, barricaded, or otherwise closed, except as temporarily required for construction, maintenance, or emergency purposes as approved by the City.

d. **Parking.** The minimum parking requirements outlined in this Code shall be adhered to except as allowed below:

1. All parking areas, covered or open, shall have a landscaped buffer adjacent to any public right-of-way.
2. The Administrative Land Use Authority may consider the following criteria in determining whether or not the number of garages/carports/parking stalls should be increased or reduced:

- (i) The topography of the proposed site.

- (ii) To enhance and protect local property values of adjacent developments and neighborhoods.
  - (iii) To improve the overall appearance of the development or the density of units.
  - (iv) Review the location of all garages/carports/parking stalls and may require that they be attached or underground for any multifamily units. All covered parking shall be placed in locations adjacent and convenient to the buildings that they are intended to serve.
  - (v) To assist the project in reaching affordable rent levels for low- and moderate-income individuals as determined by the U.S. Department of Housing and Urban Development.
- e. **Building Materials and Design Standards.** Building materials, roofing materials, and overall building design shall be reviewed for compliance with the objective standards of this section by the Community Development Director. The Administrative Land Use Authority shall approve or deny building materials based on compliance with the standards set forth in this chapter.

1. **Primary Building Materials:** Primary exterior building materials shall be limited to materials that meet recognized durability, fire resistance, and weather performance standards, including masonry materials such as:

- (i) brick, stone, split-faced or honed-face block;
- (ii) architectural metal panels with factory applied corrosion resistant finishes;
- (iii) large-format glazing or storefront;
- (iv) architectural concrete; and
- (iv) composite and cementitious materials.

Primary materials shall constitute a minimum of sixty percent (60%) of each building façade visible from a public right of way or common open space.

2. **Secondary Building Materials:** Secondary or accent exterior materials may be used in combination with primary materials and may include:

- (i) exterior grade wood or engineered wood products treated or finished for exterior exposure;
- (ii) stucco systems;
- (iii) non-structural metal elements.

Secondary materials shall not exceed forty percent (40%) of any individual building façade and shall not be used as the dominant exterior finish.

3. **Prohibited Materials:** The following materials are prohibited as primary or secondary exterior finishes on buildings visible from public rights-of-way or common open space:

- (i) vinyl siding;
- (ii) plywood;
- (iii) reflective or mirror-finish panels or glass;
- (iv) exterior insulation and finish systems (EIFS) without a drainage plane and ASTM-compliant impact resistance; and
- (v) standard CMU concrete block.

Roofing materials shall comply with the International Building Code (IBC) and applicable ASTM standards for asphalt shingles and metal roofing, or equivalent performance standards.

4. **Illustrative Façade Standards:** To ensure building elevations incorporate material variation, articulation, and human-scale design, consistent with the objective material requirements of this chapter, all commercial, multi-family residential, and mixed-use building façades visible from a public right-of-way, private street, or common open space shall comply with the following

standards. Compliance with these façade standards shall be determined through elevation drawings submitted with the development application:

- (i) **Horizontal Articulation:** a visible change in plane, material, or architectural feature shall occur at intervals not exceeding 40 feet along the façade. Acceptable articulation methods include recesses or projections with a minimum depth of 18 inches, material changes meeting the primary/secondary materials standards, balconies, bay windows, or architectural offsets.
- (ii) **Vertical Articulation:** building exceeding 2-stories shall incorporate a visual break between the ground floor and upper floors through a change of material, horizontal band, cornice, or belt course, or a minimum 12-inch horizontal offset.
- (iii) **Base-Middle-Cap Composition:** building facades shall be designed using a base-middle-cap composition. The Base (ground floor) shall consist primarily of primary exterior building materials, shall include increased transparency, texture, and architectural detailing, and parking podiums or exposed foundations shall be clad with approved primary materials. The Middle (upper floors) may include a combination of primary and secondary materials and shall align vertically with openings and structural bays where feasible. The Cap (roofline/upper termination) shall include a parapet, cornice, stepped massing, or material transition to visually terminate the structure, with flat roof parapets having a minimum height of 24 inches.
- (iv) **Fenestration Standards:** In commercial and multi-family buildings, a minimum of 25% of the ground -floor façade area facing the public right-of-way or common open space shall consist of windows or glazed doors. Windows shall be vertically proportioned or grouped to create consistent spacing.
- (v) **Mechanical and Service Screening:** Rooftop equipment shall be screened from view using parapets or architectural screening integrated with the building design. Ground-mounted equipment shall be screened using materials consistent with the building façade or approved landscape screening.

- f. ***Landscaping and Coverage Requirement.*** Where a planned development abuts a public right-of-way, a permanent landscaped area with a minimum width of twelve (12) feet shall be provided along the property line adjacent to the right-of-way. In addition, all required landscaped areas located on public and private property within the planned development shall be subject to the standards of this section and the landscaping regulations of the Riverdale City Code, as amended. All such landscaped areas shall be kept free of buildings and structures, except for fences, walls, or similar features expressly permitted by this title or otherwise approved by the Administrative Land Use Authority. Landscaped areas shall be permanently maintained and planted with a combination of street trees, shrubs, groundcover, and other approved plant materials, and may be screened or protected by natural features where appropriate. At maturity, a minimum of seventy-five percent (75%) of the total required landscaped area shall be covered by living plant material, including tree canopy, shrubs, and groundcover, as demonstrated on an approved landscape plan. Decorative hardscape, gravel, or non-living materials may be used as accent features but shall not exceed twenty-five percent (25%) of the landscaped area. All landscaping shall be installed prior to issuance of a certificate of occupancy, or secured through an approved financial guarantee, and shall be maintained in a healthy, growing condition in perpetuity in accordance with this code.
- g. ***Exterior Fencing.*** Exterior fencing shall be provided as approved by the Administrative Land Use Authority. Acceptable fencing materials include architecturally designed brick or block fences, wrought iron fences, post and rail fences, vinyl fences, pre-cast concrete, or structural wood fences with square metal posts with tongue-in-groove redwood siding and redwood for all other wood members. Chain link fencing is prohibited.
- h. ***Streetlights.*** Appropriate street lighting is required. If the streets are to be dedicated to the public, the lights shall comply with the city's street light standards and specification. If the streets are private, the lights may be altered but must be approved by the Administrative Land Use

Authority. The applicant shall submit a plan which indicates the type and location of streetlights in relation to the proposed site landscaping.

- i. **Utilities.** Within an approved PD, the following privately owned utility systems may be permitted, provided they are located wholly within the PD and comply with this title:

1. Water systems, including distribution mains and service laterals;
2. Sanitary sewer systems, including collection mains, laterals, and appurtenances;
3. Storm drainage systems, including pipes, inlets, detention or retention facilities;
4. Natural gas systems;
5. Electrical power systems
6. Communications systems, including telephone, cable, and data infrastructure
7. Private utility systems within a PUD may be approved by the Administrative Land Use Authority upon finding that:
  - (i) The utilities are designed and constructed in accordance with city engineering standards, applicable state and federal regulations, and requirements of the applicable utility service provider;
  - (ii) The utilities will not adversely affect public systems or properties outside the PD;
  - (iii) Adequate easements (minimum 15-foot width for water/sewer, 10-foot width for storm drainage) are provided to ensure access for operation, inspection, emergency response, and maintenance;
  - (iv) Ownership and long-term maintenance responsibility are legally secured through CC&R's, HOA documents, or similar instruments approved by the City Attorney in accordance with state law; and
  - (v) An improvement guarantee acceptable to the City Engineer and City Attorney is posted in the amount equal to 110% of the estimated replacement cost of the private utility infrastructure, to be held for a minimum of two (2) years following completion and final acceptance by the City.
8. Future Public Connection Capability. All private utility systems shall be designed to allow future connection to public utility systems. Connection costs shall be borne by the property owner(s) or HOA if public systems become available or if the private system fails to meet performance standards.
9. Maintenance Failure Remedy. If the HOA or property owner fails to adequately maintain private utilities resulting in public health, safety, or environmental violations, the City may, at its sole discretion and in accordance with Riverdale City Code and Utah state law:
  - (i) Perform necessary maintenance and assess costs proportionally against benefited properties; or
  - (ii) Require connection to public systems at property owner(s) expense; or
  - (iii) Initiate foreclosure on recorded covenants or liens securing maintenance obligations.

Private utility systems connected to Riverdale City infrastructure shall be maintained, cleaned, and serviced at a frequency and to a standard equivalent to those applied to comparable City-owned utility systems, unless otherwise approved by the Public Works Director in accordance with adopted operation and maintenance standards.

All backflow prevention devices located within the planned development shall be maintained by the responsible association and shall be inspected annually by a certified tester. Inspection reports shall be submitted to Riverdale City in accordance with City standards.

All privately owned fire hydrants within the planned development shall be tested and inspected annually in accordance with Fire Department and adopted fire code standards. Documentation of such testing shall be provided to Riverdale City upon request.

(4) **Development Standards.**

- a. **Required Elements.** Planned developments shall be guided by a comprehensive design plan in which the following development standards may be varied to allow flexibility and creativity in site design, building design, and location. The Administrative Land Use Authority may require such arrangements of structures, open spaces, landscaping, buffering, and access within the site development plan as they determine appropriate. The Administrative Land Use Authority may require specific setbacks, a higher or lower residential density, and a height limitation. These criteria shall be used by the Administrative Land Use Authority principally to ensure the design objectives in this section of this chapter are met.
  1. **Feasible Development.** A planned development shall be of sufficient size, composition, and arrangement to enable its feasibility as a complete development, in accordance with the minimum site area set forth in this chapter.
  2. **Density.** Within a planned development, development may occur in one or more phases. The density of any individual phase, whether residential, commercial, or mixed-use, shall be permitted to vary from the base zoning standards applicable to the site, provided that the overall density and intensity of the entire planned development do not exceed the maximum density, floor area, or trip generation assumed or permitted by this title or approved PD development plan. Residential density within any single phase may exceed or be less than the base zoning density, and commercial or mixed-use phases may be developed at varying intensities, so long as the cumulative development across all phases remains in compliance with the approved PD density calculations, transportation assumptions, and public utility capacity. Density transfers between phases may be permitted where such transfer does not increase net trip generation beyond approved limits listed on the approved PD plan and supported by adequate infrastructure and access.
  3. **Site Calculations.** Specific calculations addressing the percentage of open space (common and private), impervious versus pervious coverage, and site improvements must be submitted with all project applications.
  4. **Lot Requirements.** No specific yard, setback, or lot size requirement shall be imposed in the planned development. However, the purpose and objectives of this chapter must be complied with in the final development plan. The Administrative Land Use Authority may require certain setbacks within all or a portion of the planned development.
  5. **Building Height.** No residential structure shall exceed a maximum of thirty-five (35) feet to the peak of roof from average finished grade. No commercial, multi-family, or mixed-use structure shall exceed a maximum of fifty (50) feet to the peak of roof from average finished grade.
  6. **Traffic Circulation.** Points of primary vehicular access to the planned development shall be designed to provide smooth traffic flow with controlled turning movements and minimum hazards to vehicular, pedestrian, and bicycle traffic. Minor streets within the planned development shall not be connected to streets outside the development in such a manner as to encourage their use by through traffic. Adequate emergency vehicle access shall be provided.
  7. **Driveways and Alleys.** A private driveway or alley must comply with all established standards in this code.
  8. **Privacy.** Each planned development shall provide reasonable visual and acoustical privacy for dwelling units. Fences, insulation, walks, barriers, landscaping, and sound-reducing construction techniques shall be used as appropriate for the aesthetic enhancement of the property, the privacy of its occupants, the screening of objectionable views or uses, and the reduction of noise.



9. **Noise Attenuation.** When, in the opinion of the community development director, a proposed planned development may be situated in a noisy environment which will adversely affect the peace, tranquility, and privacy of its inhabitants or surrounding inhabitants, an acoustical analysis may be required. Said analysis shall be conducted by a qualified acoustical engineer and include a description of the noise environment and the construction or other methods necessary to attenuate the noise to the required level according to the noise standards of this code.
  10. **Security.** The development shall be designed to support security services and measures, taking into account public safety recommendations from the Riverdale City Police Department.
  11. **Pedestrian and Bicycle Paths.** Where appropriate, the internal circulation system shall provide pedestrian and bicycle paths which may be physically separated from vehicular traffic to serve residential, nonresidential, and recreational facilities in or adjacent to the development. The Administrative Land Use Authority may require connections to regional trail systems, activity centers, pedestrian and/or bicycle overpasses, underpasses, or traffic signalization in the vicinity of schools, playgrounds, parks, shopping areas, or other uses that will receive considerable pedestrian and/or recreational trails use from the development.
- b. **Desirable Amenities.** The following are desirable amenities or design options which may be required by the Administrative Land Use Authority depending on the size, scale, impacts, and nature of each individual planned development project:
1. Increase in common or private open space above the 20 percent minimum, particularly when the project contains significant non-buildable open space.
  2. Creation of significant public or private recreation or site amenities, including, but not limited to, clubhouse, pool, sport courts, playgrounds, play fields, trails, and nature areas.
  3. Additional project landscaping and open space may be deemed appropriate.
- c. **Construction of Private Amenities in Phase 1.** All public and private amenities proposed, required, or relied upon as part of the planned development approval shall be fully constructed, completed, and ready for use no later than the completion of Phase 1 of the development, as defined in the approved phasing plan, and prior to issuance of any certificate of occupancy for Phase 1, except as provided for in this chapter.
- d. **Improvement Completion Assurance in Lieu of Phase 1 Construction.** The City may approve deferral of construction of one or more public/private amenities beyond Phase 1 only if the applicant provides an improvement completion assurance in compliance with Utah Code Title 10, Chapter 20 and this code. The improvement completion assurance shall secure the full and timely construction of the deferred private amenities in accordance with the approved plans and phasing schedule. The improvement completion assurance shall be in an amount equal to one hundred ten percent (110%) of the estimated cost to fully construct the deferred public/private amenities, including labor, materials, mobilization, contingency, and all improvements necessary for the amenities to function as approved. Cost estimates shall be prepared by the applicant's licensed engineer or supported by qualified contractor bids and are subject to review and approval by the City Engineer or designee. The improvement completion assurance shall be provided in a form authorized by Utah law and acceptable to the City, which may include a surety bond, letter of credit, bank escrow, or other equivalent security. If public/private amenities are not fully constructed and accepted prior to Phase 1 occupancy, the required improvement completion assurance shall be submitted and approved before issuance of the first building permit within Phase 1, or at an earlier time specified in the approved phasing plan or development agreement. Failure to comply with this section may result in withholding of building permits or certificates of occupancy, to the extent authorized by law and consistent with the approved phasing plan.
- e. **Partial Release.** The City shall maintain a system for partial release or reduction of the improvement completion assurance as public/private amenities, or separable components thereof, are completed, inspected, and verified for compliance with the approved plans. If the

applicant fails to complete the deferred public/private amenities within the approved timeframe, the City may draw upon the improvement completion assurance to complete the improvements or cause them to be completed, including reasonable administrative costs.

Nothing in this section shall be construed to require dedication of private amenities to the City or acceptance of ownership or maintenance responsibility by the City.

(5) ***Nonresidential Uses.***

- a. Noncommercial, nonresidential uses of a religious, educational, or recreational nature shall be designed primarily for the use of the residents of the proposed planned development. The applicant shall submit as part of the preliminary development plan such evidence to substantiate the request for such use as the community development director may require.
- b. Nonresidential, commercial, and mixed-use uses may be permitted within a planned development where such uses are designed to function as an integrated component of the overall development and are compatible with surrounding residential and nonresidential uses. Such uses may serve residents of the planned development, the surrounding community, or both, as identified in the approved PD development plan. The location, scale, and design of nonresidential and mixed-use development shall be arranged to minimize conflicts with residential uses and shall address potential impacts related to traffic circulation, access, loading, noise, lighting, and other operational characteristics. Loading areas, service functions, and refuse storage shall be screened and oriented away from residential uses and public view to the extent practicable and designed to avoid safety hazards or operational conflicts. Nonresidential and mixed-use development shall be located and accessed in a manner that does not create traffic congestion or safety hazards within or adjacent to the planned development. Vehicular, pedestrian, and bicycle circulation shall be coordinated to promote safe and efficient movement, including shared access points and internal connections where appropriate.
- d. Parking, signage, lighting, landscaping, service areas, buffers, entrances, and exits shall be designed as integrated elements of the planned development and shall be compatible in scale, materials, and placement with the overall character and design of the project. Shared parking arrangements may be permitted where supported by documented demand analysis and internal circulation design.
- e. The architectural character, site layout, and design features of nonresidential and mixed-use development shall be consistent with the approved PD development plan and shall contribute to a cohesive, high-quality development pattern, while allowing variation in use and intensity appropriate to the planned development context.

(6) ***Maintenance of Common Facilities.***

- a. A planned development shall be approved subject to the submission and approval of legal instruments setting forth a plan or manner of permanent care and maintenance of all common open space and other facilities provided in the approved development plan. No such instrument shall be acceptable until approved by the City Attorney as to legal form and effect, and the Administrative Land Use Authority as to suitability for the proposed use of the common open space and subject facilities.
- b. The common open space and other facilities provided may be conveyed to a public agency or private association. The common open space, private utilities, recreational facilities, and private streets (including a road maintenance fund established by the original developer/builder) conveyed to a private association shall include, as part of the aforementioned instruments, a declaration of covenants and restrictions that will govern the association and shall require maintenance of any common facilities. The provisions shall include, but not be limited to, the following:
  1. The private association must be established prior to the sale or rental of any unit.
  2. Membership must be mandatory for the original buyer and any successive buyers of a unit in a planned development, whether or not the unit is owner occupied or rented.

3. The private association must be responsible for liability insurance, local taxes (if any), the maintenance of common open space and other facilities, rules and regulations outlining the powers, enforcement authority, and limitations of the association.
4. Each member of the association shall be assessed a pro rata share of the costs incurred by the association, and the association shall have the power to collect those costs.
- c. The Administrative Land Use Authority may also require dedication of scenic easements to ensure open space shall be maintained. In the event the common open space and other facilities are not maintained in a manner consistent with the approved final development plan, the City may, at its option, cause such maintenance to be performed and assess the costs to the affected property owners or responsible association.
- d. Long-term Storm Water Maintenance Agreements are required according to requirements identified in Riverdale City Standards and Specifications.
- e. In addition to any required road maintenance fund, the developer shall establish and fund a maintenance reserve for private water, sanitary sewer, and storm water facilities sufficient to ensure long-term repair, replacement, and maintenance of such facilities. All road and utility maintenance funds shall be funded based on a reserve study or engineer's estimate acceptable to the City.
- f. All snow removal operations for private streets and facilities shall be contained entirely within the boundaries of the planned development. Any on-site storage of salt, sand, or de-icing materials shall be located within a permanently covered and contained facility designed to prevent runoff or drainage beyond the containment area. Such facilities shall be subject to review and approval by the Riverdale City Public Works Department based on adopted City standards.
- g. Prior to the sale of any lot or unit, the association shall provide a City-approved disclosure document to each initial and subsequent purchaser stating that streets, water, sanitary sewer, and storm water utilities within the planned development are privately owned and maintained, and that the purchaser is responsible for their proportionate share of maintenance and replacement costs. Such disclosure shall be acknowledged in writing by the purchaser and provided to the City as requested.
- h. The association shall provide to Riverdale City, on an annual basis, a copy of a current, executed contract with a qualified and reputable contractor for emergency repair of private streets and utility systems connected to City infrastructure.

**(7) Review Process.**

**a. Development Review.**

1. To help expedite review of a development proposal, prior to submitting an application for planned development, persons interested in undertaking development may meet informally with a member of the Community Development Department to become acquainted with the substantive and procedural requirements of this title. This meeting is sometimes referred to as the Pre-Application Review Meeting.
2. If requested by staff, they shall attend a meeting at which representatives from various departments involved in review of developments are generally present, including the Community Development Department, Public Works Department, Public Utilities Department, City Attorney's Office, Building Department, Fire Department, Police Department, and other departments as necessary. This meeting is sometimes referred to as the Development Review Meeting.
3. At the meeting, the various departments will initially assess the development proposal and information submitted and make suggestions to the prospective developer with respect to the proposal's compliance with the provisions of the appropriate regulations of this title, the International Building Code, and any other applicable ordinances or codes of Riverdale City and provide information concerning the City's review requirements and procedures.

4. Staff members may request that additional studies or information, such as Geotechnical Studies, Traffic Impact Analyses, Market Feasibility Analyses, or Water Needs Analyses, be submitted, together with the application for site plan review.
- b. **Application.** An application for a planned development must be submitted to the Community Development Department and must contain the information and, if the project is to be subdivided, be in the format required by the subdivision review procedure in accordance with Title 10 Chapter 21. The application must include the following:
1. General Development Application Form.
  2. Preliminary plat, if the property is to be subdivided, including project size (acres), proposed lot lines, and plot designs.
  3. Landscaping Plan. A Landscape Plan, prepared under the direction of a licensed landscape architect or other qualified professional, shall be required for all open space required or provided in a planned development. Said Landscaping Plan shall indicate the spacing, sizes, and specific types of landscaping material. All open space provided shall be irrigated. The only exception shall be where the Administrative Land Use Authority determines an area, because of its natural beauty or uniqueness, would be most beneficial to the project and the community if left in its natural or existing condition. Existing mature trees shall be preserved where appropriate. The location of trees must be considered when planning common open space, location of buildings, underground services, walls, paved areas, playgrounds, and parking areas.
  4. Architectural building elevations. The location and floor area size of all existing and proposed buildings, structures, and other improvements including maximum heights, types of dwelling units, density per types, nonresidential structures including commercial facilities, preliminary elevations and architectural renderings of typical structures, and improvements.
  5. Storm Water Analysis and Drainage Plans shall meet requirements in Riverdale City Standards and Specifications.
  6. Utility Plan. The existing and proposed utility systems (e.g., sanitary sewers, storm sewers and water, electric, gas, telephone lines, and cable).
  7. Road Plan and profiles.
  8. The existing and proposed circulation system of arterial, collector, and local streets including off-street parking areas and other major points of access to public rights-of-way to the development including identification of jurisdictional control (including major points of ingress and egress to the development). Notations of proposed ownership, public and private, should be included where appropriate.
  9. The existing and proposed pedestrian and bicycle circulation system including its interrelationship with the vehicular circulation system indicating proposed treatment of points of conflict.
  10. Other studies and analyses requested by staff or the Administrative Land Use Authority, which may include geotechnical studies, traffic impact analysis, market feasibility analysis, water needs analysis, etc.
  11. Adjacent property information. Enough information on land areas adjacent to the proposed development to indicate the relationships between the proposed development and existing and proposed adjacent areas including land uses, zoning classifications, densities, traffic and pedestrian circulation systems, public facilities, and unique natural features of the landscape.
  12. The proposed treatment of the perimeter of the development including materials and techniques used such as berming, landscaping, screens, fences, and walls.
  13. Names and addresses of property owners within 300 feet of the proposed project on mailing labels from the Weber County Recorder's Office (when required by staff).

14. Property plat from the Weber County Recorder's Office showing the area to be developed.
15. Fees as established by City Council.
16. The following written documents shall be submitted with the application:
  - (i) A legal description of the total site proposal for development including a statement of present and proposed ownership and present land use or phasing plan.
  - (ii) A statement of planning objectives to be achieved by the planned development through the particular approach prepared by the applicant. The statement should include a description of the character of the proposed development and the rationale behind the assumptions and choices made by the applicant.
  - (iii) Quantitative data for the following: unit types, total number of units, parcel size, proposed lot coverage of buildings and structures, approximate gross and net residential densities, total amount of open space (including a separate figure for usable open space), total amount of nonresidential construction including a separate figure for commercial, public, quasi-public, or private facilities, if applicable, fiscal impact studies, where necessary, environmental assessments, where necessary, and other studies as required by the community development director.
17. Storm Water Pollution Prevention Plan (SWPPP) and Notice of Intent (NOI) are required according to the requirements identified in Riverdale City Standards and Specifications.

c. ***Preliminary Review.***

1. If, prior to submitting the application for review, it is determined that the applicant has not attended a Development Review Meeting, staff may request that the applicant do so in order to expedite the orderly review of the proposal before proceeding to the subsequent stages of review.
2. Upon submittal of an application and supporting information and attendance at a Development Review Meeting, if necessary, the site plan and subdivision plat shall be forwarded to the reviewing departments and agencies who shall review it preliminarily to determine if the plan, together with all supporting information, is complete and complies with all the requirements of this title and other applicable City and agencies' standards.
  - (i) If the departments' and agencies' reviews determine that all required, necessary, and requested information has not been submitted or that some of the specifics of the plan or information do not comply with the requirements of this title, the applicant shall be notified in writing and/or on the plans of any deficiencies, comments, corrections, and requirements (including additional information and/or studies) to be addressed. The revised plan and all required, necessary and requested supporting information must be resubmitted after the appropriate additions and/or corrections are made in order to complete the application.
  - (ii) Upon resubmittal, the site plan and subdivision plat will again be forwarded to the reviewing departments and agencies, and to the Administrative Land Use Authority, if required. The applicant shall be required to resubmit the plan and supporting documents to the City until all departments and agencies determine it is complete and complies with the requirements of this title and other applicable City and agencies' standards. Failure to submit complete information will result in written notification to the applicant that the review cannot proceed further until all required, necessary, and requested information is submitted.

(8) ***Administrative Land Use Authority Review.***

- a. When preliminary review of the site plan and subdivision plat has been determined to be complete and in compliance with all requirements, the plan, together with all supporting

information, will be forwarded to the Administrative Land Use Authority for review, if required. If the property is to be subdivided, the subdivision review requirements shall be complied with, including notice and hearing requirements.

- b. The Administrative Land Use Authority shall review the plan, including all supporting information, to determine if all appropriate impacts have been addressed and to receive public input, when required, concerning impacts and mitigation. The Administrative Land Use Authority may require additional studies/analyses to enable it to determine what impacts should be addressed and may establish additional requirements to address those anticipated impacts.

(9) ***Validity of Preliminary Review.***

- a. Once the Administrative Land Use Authority determines that preliminary review is complete, the preliminary plat is valid for 12 months. The Administrative Land Use Authority may grant a one-year extension of the preliminary plat, provided the plat still complies with all applicable ordinances. No person or entity obtains a vested right to develop the property by reason of obtaining preliminary plat approval.
- b. If a final plat which covers only a portion of the approved preliminary plat is recorded within the one-year time limit or extension thereof, the validity of the unrecorded portion of the preliminary plat may be extended by the Administrative Land Use Authority for one year from the date of recording that final plat.
- c. If the developer desires to change the grade or location of streets within the subdivision, or desires to increase the number of lots in the subdivision, or substantially alters the original subdivision design, the developer must apply for an amendment of the originally approved preliminary plat.
- d. The community development director may, in his discretion, approve changes to the preliminary plat to decrease the number of lots in the subdivision, to make minor lot boundary changes, or to make other minor changes without requiring that it be reviewed by the Administrative Land Use Authority.

(10) ***Final Review.*** After review by the departments, agencies, and Administrative Land Use Authority, the applicant shall submit a final site plan and subdivision plat, together with all supporting documents, which comply with all requirements, corrections, additions, etc., required by the departments, agencies, and Administrative Land Use Authority to the Community Development Department.

- a. The Community Development Department, along with the other reviewing departments and agencies, shall review the site plan and subdivision plat and supporting information to determine compliance with all requirements, corrections, additions, etc.
- b. After such determination, the item may be scheduled for review by the Administrative Land Use Authority upon referral by the community development director or upon the request of the Administrative Land Use Authority. The final development plan shall be reviewed to determine substantial compliance of the final development plan with the preliminary development plan requirements. Said review shall also determine the final development plan's quality and compliance with the purpose and design objectives of a planned development. The final development plan shall include all of the information required in the preliminary development plan in its finalized detailed form. In addition, any new items not submitted with the preliminary development plan, any final plats, any required dedication documents, and/or guarantee of improvements shall be submitted at this time.

(11) ***Amendments to the Final Development Plan.***

- a. Minor changes in the location, siting, or character of buildings and structures may be authorized by the community development director if required by engineering or other circumstances not foreseen at the time the final development plan was approved. No change authorized under this subsection may cause any of the following:
  - 1. A change in the use and/or character of the development.
  - 2. An increase in the overall density and/or intensity of use.

3. An increase in overall coverage of structures.
  4. A reduction or change in character of approved open space.
  5. A reduction of required off-street parking.
  6. A detrimental alteration to the pedestrian, vehicular, bicycle, circulation, and utility networks.
  7. A reduction in required street pavement widths.
  8. Changes in storm drains, under drains, and/or irrigation.
- b. Any major changes in use or rearrangement of lots, blocks, building tracts or groupings, or any changes in the provision of open space and significant changes as noted above, must be made by the Administrative Land Use Authority after receipt of such a recommendation by staff. Such amendments may be made only if they are shown to be required by changes in conditions that have occurred since the final development plan was approved. Generally speaking, any major changes must be recorded as amendments in accordance with the procedure established for adopting the final development plan.
- (12) ***Failure to Begin Development.*** If no substantial construction has occurred in the planned development pursuant to the final development plan within 12 months from final approval, the approved plan shall become null and void and a new development plan shall be required for any development on the subject property. The Administrative Land Use Authority, upon showing good cause by the developer, may extend the time for beginning construction a maximum period of 6 months for one time only.
- (13) ***Phased Planned Developments.*** If the sequence of construction of various portions of the final development plan is to occur in stages, then the open space shall be developed in proportion to the number of units intended to be developed during any given stage of construction. A Phasing Plan, including size and order of phases, may be approved by the Administrative Land Use Authority. Such Phasing Plan shall have the written approval of all property owners. In addition, the approved Phasing Plan shall be submitted to the City Recorder for recordation with the County Recorder's Office as a covenant to run with the land.

## **Section 2: Severability**

If any section, sentence, clause, or phrase of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, the remainder shall remain in full force and effect.

## **Section 3: Conflicts**

All ordinances or parts thereof in conflict with this ordinance are hereby repealed.

## **Section 4: Effective Date**

This ordinance shall take effect immediately upon publication or posting as required by Utah State law.

**PASSED, ADOPTED AND ORDERED POSTED** this 20<sup>th</sup> day of January 2026.

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Braden D. Mitchell, Mayor

Attest:

Michelle Marigoni, City Recorder

VOTE	Alan Arnold	_____	Yes	_____	No	_____	Absent
	Bart Stevens	_____	Yes	_____	No	_____	Absent
	Anne Hansen	_____	Yes	_____	No	_____	Absent
	Michael Richter	_____	Yes	_____	No	_____	Absent
	Kent Anderson	_____	Yes	_____	No	_____	Absent



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**Body:** City Council  
**Topic:** Zoning Text Amendment  
**Consideration to amend Riverdale City Code 10-22: Planned Residential Unit Development (PRUD)**  
**Department:** Community Development  
**Director:** Brandon Cooper  
**Staff/Presenter:** Brandon Cooper  
**Contact:** [bcooper@riverdaleutah.gov](mailto:bcooper@riverdaleutah.gov)

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### **Proposed Timeline:**

Planning Commission Meeting/Public Hearing – December 23, 2025  
City Council Meeting – January 20, 2026

### **Request:**

The Community Development Department is transmitting a proposed text amendment to **Title 10, Chapter 22 - Planned Residential Unit Development (PRUD)** for City Council review and approval. The proposed amendment replaces and modernizes the City's existing Planned Residential Unit Development (PRUD) framework with a comprehensive Planned Development (PD) ordinance that accommodates residential, commercial, and mixed-use development, while aligning with current Utah land use law and statewide development practices.

### **Applicable Ordinances**

Riverdale City Zoning Ordinance Title 10 Chapter 22: Planned Residential Unit Development (PRUD)

[https://library.municode.com/ut/riverdale\\_city/codes/city\\_code?nodeId=TIT10ZOSURE\\_CH22PLREUNDEPR](https://library.municode.com/ut/riverdale_city/codes/city_code?nodeId=TIT10ZOSURE_CH22PLREUNDEPR)

### **Executive Summary**

Riverdale City's existing PRUD ordinance was drafted in 2007 and amended in 2009 and 2012 primarily for residential-only projects and reflects development standards and regulatory approaches that are no longer well aligned with modern master-planned communities, mixed-use development patterns, or current Utah Code (LUDMA) requirements. The proposed PD ordinance:

- Modernizes and consolidates planned development regulations into a single, flexible framework;

- Expands applicability to residential, commercial, and mixed-use development;
- Establishes objective, enforceable standards for private streets, utilities, landscaping, materials, parking, and design;
- Clarifies administrative review authority, approval criteria, and amendment procedures;
- Aligns density and phasing standards with transportation capacity and infrastructure impacts; and
- Provides clearer long-term maintenance and ownership requirements for common facilities, private roads, and utilities.

Collectively, these changes improve predictability, clarity, and legal defensibility, while supporting high-quality development consistent with the Riverdale City General Plan and the economic needs of the city.

The proposed amendment is necessary for the following reasons:

- **Outdated PRUD Framework:** The existing ordinance is narrowly tailored to residential development and does not adequately address contemporary mixed-use or phased master-planned projects.
- **Alignment with Utah State Law:** Utah Code Title 10, Chapter 20 requires land use regulations to rely on objective standards, administrative approval where appropriate, and clear maintenance responsibilities. The revised PD ordinance better reflects these statutory expectations.
- **Private Infrastructure and Streets:** Increasingly, planned developments include private streets and utilities. The proposed ordinance establishes clear standards for approval, ownership, maintenance, and enforcement.
- **Consistency with Ongoing Title 10 Updates:** This amendment is designed to integrate with Riverdale City's broader comprehensive update to Title 10, ensuring consistency across zoning, subdivision, and development regulations.

Utah municipalities commonly adopt PD/PUD ordinances that:

- Allow flexibility from base zoning standards while maintaining overall density and intensity caps;
- Tie density and phasing to transportation impacts and infrastructure capacity;
- Permit private streets and utilities subject to recorded maintenance agreements;
- Require integrated design standards for parking, loading, signage, landscaping, and architecture; and

- Ensure long-term maintenance of common facilities through legally enforceable mechanisms.

The proposed ordinance reflects these established practices.

### **Analysis and Draft Code Language**

See attached draft code language, proposing **Red Text** as new language and ~~Strike Through Text~~ to be eliminated.

### **Procedural Standards**

Under Utah Code Title 10, Chapter 20, the City Council shall evaluate text amendments based on the following procedural standards:

1. **Legislative Authority**
  - The City Council is the municipal legislative body authorized to adopt, amend, or repeal land use ordinance text.
2. **Planning Commission Review**
  - The proposed text amendment was referred to the Planning Commission for review.
  - The Planning Commission provided required public notice, held a public hearing, and forwarded a recommendation to the City Council.
3. **Notice Requirements**
  - Notice of the proposed amendment and City Council consideration was provided in accordance with Utah Code and applicable local notice provisions.
4. **Public Participation**
  - The Planning Commission conducted a public hearing on the proposed amendment.
  - The City Council considered the amendment at a public meeting and received public input.
5. **Consideration of Recommendation**
  - The City Council considered the Planning Commission's recommendation prior to taking legislative action.

## **Planning Commission Recommendation**

The General Plan is a resident-driven vision for the City and its future. The Planning Commission considered, among other things, whether the proposed PD ordinance is in conformance with the Riverdale City General Plan based on the following criteria:

1. **Land Use Compatibility**

The ordinance supports compatible transitions between residential, commercial, and mixed-use areas and promotes cohesive site design.

2. **Efficient Use of Land and Infrastructure**

The PD framework encourages compact, coordinated development patterns that maximize infrastructure efficiency and open space preservation.

3. **Transportation and Mobility Goals**

Density and phasing standards are tied to transportation capacity, traffic safety, and multimodal circulation, consistent with General Plan transportation objectives.

4. **Quality Design and Community Character**

The ordinance emphasizes architectural quality, integrated site design, landscaping, and placemaking consistent with Riverdale's desired community character.

5. **Implementation Tool**

The PD ordinance functions as an implementation mechanism for the General Plan by translating policy direction into enforceable development standards.

Based on its review and a public hearing held on December 23, 2025, the Planning Commission forwards a positive recommendation to the City Council for adoption of the proposed amendments, subject to modifications requiring that specified amenities be installed during the first phase of any phased development and clarifying that the minimum site area is three (3) acres for residential development and five (5) acres for commercial development, as set forth in Section 2.b of the proposed amendment.

Following the presentation and discussion of the proposal, the City Council may make:

- 1) a motion to **APPROVE** the amendments to RCC 10-22 as presented
- 2) a motion to **APPROVE WITH MODIFICATIONS** the amendments to RCC 10-22
- 3) a motion to **DENY** the amendments to RCC 10-22
- 4) a motion to **TABLE** the matter to a later date

## **Staff Recommendation**

Staff recommends the City Council adopt the proposed amendments.

### **Attachments:**

Original Code

Redlined Code Amendments

Minutes of the **Work Session** of the Riverdale City **Planning Commission** held Tuesday December 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 Laura Hilton, Commissioner
City Employees:	Brandon Cooper, Community Development Director Michelle Marigoni, City Recorder
Excused:	

**A. Welcome & Roll Call**

The Planning Commission Work Session began at 5:34 p.m. Commissioner Anderson welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present except for Commissioner Hermann. Members of the city staff were also present.

**B. Public Comment**

**C. Presentations and Reports**

1. Community Development Update

**D. Consent Items**

1. Consideration to approve 2026 Planning Commission Meeting schedule.
2. Consideration of Meeting Minutes from:  
September 23, 2025 Work Session  
September 23, 2025 Regular Meeting  
November 25, 2025 Work Session  
November 25, 2025 Work Session

**E. Action Items**

Mr. Cooper explained the order of the agenda and the procedure for opening and closing public hearings.

1. **Public Hearing** to review proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).
2. Consideration to forward a recommendation to City Council for proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).

Commissioner Anderson asked if there was a requirement in code to specify amenities being completed in certain phases. Mr. Cooper said it could be added as an amendment in the motion.

3. **Public Hearing** to receive and consider public comment regarding the following:
  - a. a proposed General Plan amendment which would modify the Riverdale City General Plan as it relates to the Future Land Use Map;

Mr. Cooper explained the general plan update needs to be approved or denied before addressing the rezone. The current future land use map in the general plan shows detached housing. The amendment would change the density of the future use to attached housing and would open it up to townhomes and/or apartments. There is currently a mixed-use overlay on the zone as well. The developers would do a development agreement, which could prevent the developers from deviating from any approved plan and provide a fail-safe to ensure the

rezone does not result in a completely different product. A traffic study was conducted and provided by the applicants, which Mr. Cooper went over, noting the study showed that Ritter Drive would not require modification to accommodate the increased traffic.

- b. a proposal to rezone approximately 4.35 acres at 1526 W Ritter Drive from the Single-Family Residential (R-1-8) zone to the Multiple Family Residential (R-4) zone.
4. Consideration to forward a recommendation to City Council regarding a proposed General Plan amendment which would modify the Riverdale City General Plan as it relates to the Future Land Use Map.
5. Consideration to forward a recommendation to City Council for proposed rezone of approximately 4.35 acres, located at 1526 W Ritter Drive, from Single-Family Residential (R-1-8) to Multiple-Family Residential (R-4).
6. \*\*Consideration to approve the preliminary Burrows Subdivision, a 2-lot residential subdivision located at 937 West 4400 South, as requested by Bruce Burrows\*\*

The subdivision's final determination is with the Planning Commission.

**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, December 23, 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  
Colleen Henstra, Commissioner  
Alan Bowthorpe, Commissioner  
Jason Francis, Commissioner  
Laura Hilton, Commissioner

City Employees: Brandon Cooper, Community Development Director  
Michelle Marigoni, City Recorder

Excused: Rikard Hermann, Vice Chair

Visitors: Luke Martineau  
Rex & Jen Schwab  
Joe Gracey  
Nate Gracey  
Matthew White  
Janet Deschamp  
Melissa Carey  
Ben Carey  
Mike Dunkley

**A. Welcome & Roll Call**

The Planning Commission Meeting began at 6:00 p.m. Commissioner 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 opened the floor for public comments. There was no public comment.

**C. Presentations and Reports**

- Community Development Update

**D. Consent Items**

1. Consideration to approve 2026 Planning Commission Meeting schedule.
2. Consideration of Meeting Minutes from:  
September 23, 2025 Work Session  
September 23, 2025 Regular Meeting  
November 25, 2025 Work Session  
November 25, 2025 Work Session

Commissioner Bowthorpe moved to approve the consent items. Commissioner Francis seconded and all voted in favor.

**E. Action Items**

1. **Public Hearing** to review proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).

Mr. Cooper presented background on the current code and the proposed changes.

**MOTION:** Commissioner Henstra moved to open the public hearing for proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).



**SECOND:** Commissioner Bowthorpe

Commissioner Henstra:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent
Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes

Motion passed and the public hearing opened at 6:29 p.m.

Joe Gracey, who owns some properties on Ritter Drive, asked who wrote the new code and how long it took. He had a question about the multi-use being limited to 5 acres plus. Mr. Cooper explained the larger land use demand. He felt 5+ acres was unreasonable due to the small amount of space available in the city. He asked why the landscaping requirements were being changed when there has been no snow yet and the state offered money for dry landscaping. Mr. Cooper clarified the landscaping requirement is a ratio, which means the space the mature plants cover is calculated in the 75% requirement. (tree canopy over rock, etc.)

**MOTION:** Commissioner Henstra moved to close the public hearing

**SECOND:** Commissioner Bowthorpe

Commissioner Bowthorpe:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes

Motion passed and the public hearing closed at 6:37 pm.

2. Consideration to forward a recommendation to City Council for proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).

Commissioner Henstra asked if the correction in section 2b needed to be included in the motion. Commissioner Anderson would like to see amenities addressed in the code, to be completed in the first phase of development or bonded to ensure they are followed through.

**MOTION:** Commissioner Henstra moved to forward a positive recommendation to City Council subject to following modifications: Section 2b corrected to 3 acres minimum for residential and five acres for commercial or mixed-use; Section 4b add amenity development to be completed in first phase or bonded; and finding the amendment:

- Is consistent with the Riverdale City General Plan
- Provides predictable and equitable application of regulations
- Establishes clear and objective standards, and
- Promotes the public health, safety, and general welfare of Riverdale City.

**SECOND:** Commissioner Bowthorpe

Commissioner Henstra:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Bowthorpe:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent

Motion passed with 5 in favor and 1 absent.

3. **Public Hearing** to receive and consider public comment regarding the following:
- a proposed General Plan amendment which would modify the Riverdale City General Plan as it relates to the Future Land Use Map;
  - a proposal to rezone approximately 4.35 acres at 1526 W Ritter Drive from the Single-Family Residential (R-1-8) zone to the Multiple Family Residential (R-4) zone.

Mr. Cooper presented the information included in the packet and went over the proposed changes.

**MOTION:** Commissioner Bowthorpe moved to open the public hearing

**SECOND:** Commissioner Francis

Commissioner Hilton:	Yes
Commissioner Hermann:	Absent
Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes

Motion passed and the public hearing opened at 7:00 pm.

**Public Comment – General Plan Amendment:**

Janet Deschamp said if the general plan isn't changed, the rezone doesn't matter. It's always been a residential area and the detached housing is going to be hard enough since they are used to a pasture, but three story townhomes won't be cohesive with the current neighborhood. It used to be a country road and is already developed more than she would like. The townhomes would block their view of the mountains.

Melissa Carey asked why the new owner can change it when the previous owner was denied for R4 and had to do R6, and how is it legal for this owner to change it to multifamily. It looks good on the map as a transition, but that's not how it is when you are there. The top of Ritter is not where this fits.

Mike Dunkley asked why there is a mixed use overlay on his property. He wondered if the city was trying to push him out or if it just meant future owners could change the use. Mr. Cooper explained it means no obligation to the current owners.

Mr. Cooper explained the land has been rezoned a few times, most recently in 2021. Landowners have rights to request a review and consideration of land use changes on their property. The previous request in 2021 was for 104 townhomes, this request would be 59. The denied request did not have a traffic analysis and was higher density.

**Public Comment – Rezone**

Luke Martineau introduced himself and explained the proposed plan. They focus on legacy projects, not cheap housing that won't uplift the area. They have high standards and he offered to provide more details if needed after the presentation.

Melissa Carey said the comparison from the one before and the new one are not apples to apples. Three story units would make a canyon-like feeling with the hill on the other side.

Janet Deschamp said townhomes are not the character of Ritter Drive. That's not a buffer between commercial and residential, it's an eyesore. She felt Mr. Cooper was completely on the developer's side. In her opinion, the GP amendment

Matt White said there are only 30 parking stalls for 59 units. The street would turn into a parking lot. Mr. Cooper clarified that the parking stalls were for visitors, as the units have internal parking. He didn't think it would be a

transition, but a wall. Cherry Creek is around the corner and so that doesn't apply either. This is a direct change, not a transition.

Mike Dunkley, doesn't want people to not be able to park in front of his house. He knows more housing is inevitable but this is too much. This added with the base traffic would be too much traffic. He loves that every house is unique on the street, and that is what the character is on Ritter Drive. They are all different and the townhomes are copy-paste.

Ben Carey asked about the previously approved plan's entrances on Ritter.

Matt White asked if the roundabout would be in before the development. He's still against it.

Janet Deschamp asked for clarification on the traffic study being done. Since it's projected, there is no way to know what the 5600 development is going to do and there are already a lot of near-misses and turn-arounds on the street. It will never hold the traffic. It should have been thought about before Ritter was widened and made wider to accommodate.

Joe Gracey wanted to know Mr. Cooper's opinion about how this would affect his property.

Commissioner Francis asked if the 5600 S and 1800 N were considered in the traffic study. Mr. Cooper explained those projects were included in the WFRC's numbers.

Melissa Carey said they would not be affordable housing. They are high-end townhomes to get the most money.

The curb in front of the development would be red-lined for no parking.

**MOTION:** Commissioner Henstra moved to close the public hearing.

**SECOND:** Commissioner Francis

Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent

Motion passed and the public hearing closed at 7:53.

Mr. Cooper addressed the remaining unanswered questions. Height limitation for current zone is 35 feet; the townhomes would be up to 38 feet. He explained that his job is to make objective recommendations and he is not on one side or another. The traffic will be increased; however, the traffic study is to show if the roads can handle the traffic without modifications. Affordability is subjective, the state has defined it in the 400k range. This is not determined by the city. The objective of the moderate-income housing plan is to include different types of housing at different price ranges.

Commissioner Anderson asked Mr. Martineau if the units would eventually be purchased by investors and turned into rentals. Mr. Martineau said an owner-occupied condition could be in the development agreement for a certain number of years. Deed restrictions need to have some flexibility for life events. They should promote owner occupation without putting owners in a bind.

Commissioner Henstra thanked people for attending and said she is a second-generation resident. She understands keeping the old but balancing with the new. The city also must make changes, or the state will mandate them. She wants residents to understand that they are listened to.

Commissioner Bowthorpe has lived 60+ years in Riverdale and he appreciates their opinions. He has been in situations where he has voiced opinions against change.

Commissioner Anderson is also a lifer – he knew the Ritters that Ritter Drive is named for. He values the citizens and their opinions. These decisions are hard but the planning commission has standards and requirements to abide by.

Mr. Cooper reminded commissioners that their decision is only a recommendation and council would have the final decision.

4. Consideration to forward a recommendation to City Council regarding a proposed General Plan amendment which would modify the Riverdale City General Plan as it relates to the Future Land Use Map.

**MOTION:** Commissioner Francis moved to forward a positive recommendation to City Council regarding a proposed General Plan amendment as requested, based on staff recommendations and the following findings:

- The application has been processed in accordance with Utah Code Title 10, Chapter 20, and the applicable provisions of the Riverdale City Code
- The amendment is consistent with the Housing and Moderate-Income Housing elements of the General Plan
- The amendment constitutes an infill or redevelopment area served by existing public infrastructure, utilities, and transportation facilities. The General Plan identifies such areas as appropriate locations for higher-density residential development.
- The amendment is consistent with the General Plan's transportation and mobility policies, including planned pedestrian and bicycle improvements along Ritter Drive, and supports land use patterns that promote efficient use of transportation infrastructure and multimodal access.
- The amendment supports orderly growth, efficient use of land, and redevelopment within the City's existing urban area, consistent with the long-term land use and infrastructure planning objectives of the General Plan.
- The proposed amendment is harmonious with the overall character of existing development in the vicinity of the subject property.
- The proposed amendment will not adversely affect adjacent property or the public health, safety, or welfare of the community.
- The developer/owner is willing to enter into an Agreement for the Development of Land.

**SECOND:** Commissioner Hilton

Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent

Motion passed with 5 in favor and 1 absent.

5. Consideration to forward a recommendation to City Council for proposed rezone of approximately 4.35 acres, located at 1526 W Ritter Drive, from Single-Family Residential (R-1-8) to Multiple-Family Residential (R-4).

Parking on Ritter and setbacks would be addressed in the site plan process.

**MOTION:** Commissioner Bowthorpe moved to forward a positive recommendation to city council for the zoning map amendment as requested subject to the information found in the staff report, and based on the following findings:

- The applicant has provided sufficient justification for the proposed amendment
- The proposed amendment is harmonious with the overall character of existing development in the vicinity of the subject property.
- The proposed amendment is consistent with the goals, objectives, and policies of the General Plan, as amended.
- The proposed amendment will not adversely affect adjacent property or the public health, safety, or welfare of the community.
- Facilities and services intended to serve the subject property are adequate, including, but not limited to, roadways, parks and recreation facilities, police and fire protection, schools, stormwater drainage systems, water supplies, and wastewater and refuse collection.
- The developer/owner is willing to enter into an Agreement for the Development of Land.

Commissioner Anderson asked if anything can be specified in the agreement. Mr. Cooper said amendments could be made based on objective standards. In consideration of this, Commissioner Anderson was reluctantly in favor with the development agreement, as it gives the city a say and if this development does not move forward, the zone would revert to the current zone.

**SECOND:** Commissioner Henstra

Commissioner Bowthorpe:	Yes
Commissioner Francis:	No
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes
Commissioner Hilton:	No
Commissioner Hermann:	Absent

Motion carries with 3 in favor, 2 against, 1 absent

6. **\*\*Consideration to approve the preliminary Burrows Subdivision, a 2-lot residential subdivision located at 937 West 4400 South, as requested by Bruce Burrows\*\***

**MOTION:** Commissioner moved to approve the preliminary Burrows Subdivision as requested by Bruce Burrows, based on the findings presented: the application complies with all applicable objective land use regulations of the Riverdale City Code and Utah code title 10 chapter 20, subject to the conditions listed in the staff report, and to authorize administrative approval of the final plat upon satisfaction of those conditions.

**SECOND:** Commissioner Bowthorpe

Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent

#### **F. Comments**

#### **G. Adjournment**

As there was no further business to discuss, Commissioner Bowthorpe moved to adjourn. Commissioner Francis seconded the motion. All were in favor and the Planning Commission meeting adjourned at 8:31 p.m.

Date Approved:

## **~~CHAPTER 22 PLANNED RESIDENTIAL UNIT DEVELOPMENT (PRUD)~~**

### **~~10-22-1: PURPOSE:~~**

~~A. — To provide the city with flexibility in the approval of residential development projects by tailoring development standards and requirements to the unique features of a particular development site. To this end, the development should be planned as one complex land use rather than an aggregation of individual, unrelated buildings located on separate lots.~~

~~(Ord. 677, 3-6-2007)~~

### **~~10-22-2: ELIGIBILITY:~~**

~~Persons with a legal or equitable interest in the property that is being considered for development in site specific areas of the city as depicted on the Riverdale City land use master plan map.~~

~~(Ord. 677, 3-6-2007)~~

### **~~10-22-3: PRUD DEFINED:~~**

~~A "PRUD" is a conditional use master planned, architecturally designed development in which the regulations of the underlying zone, where the development is proposed, may be negotiated and modified to allow flexibility and initiative in site and building design and location, in accordance with an approved PRUD plan and requirements of this chapter.~~

~~(Ord. 677, 3-6-2007)~~

### **~~10-22-4: GENERAL REQUIREMENTS:~~**

~~All PRUD developments are a conditional use. All agreements and exhibits shall be reviewed by the planning commission and approved by the city council and shall be specific and contain in the overall development plan, the following:~~

- ~~A. — Time Limit: Time limit for completion of development.~~
- ~~B. — Description: Description of the property.~~
- ~~C. — Allowed Uses:~~
  - ~~Parks/maintainable, usable open space.~~
  - ~~Recreation facilities (clubhouse).~~
  - ~~Single family dwelling.~~
  - ~~Swimming pool.~~
  - ~~Other uses which provide a service only to the residents of the PRUD.~~
- ~~D. — Welfare: Public health, safety and general welfare shall be observed.~~

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1. ~~Emergency vehicle access must be provided during all phases of the project from inception through completion.~~
- E. ~~Density: Per acre density of dwelling units.~~
- F. ~~Construction Requirements:~~
1. ~~City engineering standards shall apply for the following infrastructure and when completed shall be dedicated to Riverdale City:~~
- a. ~~Streets: The street width along with sidewalk and park strip requirements will be reviewed by the public works and fire departments for their recommendation to the planning commission. The minimum width of all dedicated streets within the PRUD shall be no less than fifty feet (50'); this includes the asphalt driving surface, curbs and gutters, landscaped park strips, sidewalks and a one foot (1') strip of land on the private property side of the sidewalks.~~
- b. ~~Sewer: Sewer main trunk lines and manholes shall be dedicated to and maintained by Riverdale City. All service lateral lines are owned and maintained by the PRUD association or each individual property owner in the PRUD.~~
- c. ~~Water: All water meters, water main lines, service lines on the street side of the meters and fire hydrants will be owned and maintained by Riverdale City.~~
- d. ~~Stormwater: All stormwater lines and inlet boxes in the street right-of-way.~~
2. ~~Information provided to Riverdale City to include, but not be limited to:~~
- a. ~~Geotech report.~~
- b. ~~Traffic study, as required by the city engineer and public works director when the scope, location, and density of the development or other factors deem it necessary.~~
- c. ~~Sensitive land study (wetlands).~~
- G. ~~Setbacks: No rear yard setback of any dwelling within the PRUD shall be closer than twenty feet (20') to the adjacent zone boundary or property outside of the PRUD. All other building setbacks shall comply with the minimum requirements of the building code unless it is the determination of the planning commission that greater setbacks are necessary to provide for open space areas or for access or aesthetic reasons.~~
- ~~All building setbacks shall be reviewed and approved by the planning commission.~~
- H. ~~Landscaping: All landscaping shall visually enhance and complement the overall development and be installed and maintained in conformance with a landscape plan, which has been approved by the planning commission and city council. A minimum of fifty percent (50%) of the entire development shall be open green space/landscaping.~~
- I. ~~Screening:~~
1. ~~Requirement for fencing/screening shall be reviewed by the planning commission for view and safety.~~
- J. ~~Usable Open Space: Open space, apart from sensitive areas.~~
1. ~~Usable Open Green Space: A planned open area suitable for relaxation, recreation or landscaping which may be held in common or private ownership, provided that all residents of the development shall have a right to enter and use the open space. It should be unoccupied and unobstructed by buildings and hard surfaces such as asphalt or concrete, except that such open~~

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green spaces may include walkways, patios, recreational activity areas, picnic pavilions, gazebos and water features.

- K. ~~Parking: The minimum length of individual driveways from front property line to the wall of the dwelling or garage shall be no less than twenty-four feet (24'). There shall be a minimum of two (2) exterior parking spaces per unit. Visitor parking will be evaluated and requirements imposed by the planning commission for all detached dwelling types within a PRUD. For attached townhouse or condominium type development there shall be one visitor parking stall for every two (2) units or fraction thereof.~~
- L. ~~Architectural Design:~~
- ~~1. Square footage (lots and homes); if individual dwelling lots are common area, the site plan must represent all common areas that are owned by the PRUD homeowners' association.~~
  - ~~2. Parking area, enclosed or open.~~
  - ~~3. Exterior coverings: There shall be a minimum of forty percent (40%) of brick or rock, and painting of an exterior building element is prohibited.~~
- M. ~~Layout: Development layout on site plan identifying the location and arrangement of all allowed uses and improvements.~~
- ~~1. Provide information and identify why it is suitable as a PRUD.~~
- N. ~~Financial Ability:~~
- ~~1. Provide ability to financially carry out the proposed project within the time limit established.~~
  - ~~2. Provide an escrow for all the city improvements and no escrow will be released until the project is completed.~~
  - ~~3. An independent finance person or company shall be responsible for the association dues assessed by the association for maintenance and improvements to common areas.~~
  - ~~4. All PRUDs will be licensed yearly by the city with the PRUD's balance sheet and income statement provided with yearly application.~~
- O. ~~Schedule: Phasing schedule and timing for the provisions of all features, dedications and improvements:~~
- ~~1. If project is approved to be done in phases, each phase will be completed before the next phase is started.~~
  - ~~2. Clubhouse and amenities will be completed in first phase.~~
- P. ~~Review: Review and approval of association's CC&Rs (conditions, covenants and restrictions).~~
- Q. ~~Other: Other conditions, terms, restrictions and requirements for subsequent actions and approvals as stipulated during the review or public hearing process.~~

(Ord. 733, 5-5-2009)

## **10-22-5: SPECIFIC REQUIREMENTS:**

- A. ~~Ownership: The development may be in single or corporate ownership or the application filed jointly by the owners of the property.~~
- B. ~~Yard Requirements: The property adjacent to the planned residential unit development shall not be adversely affected and to this end, the planning commission may require, in the absence of appropriate~~



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physical boundaries, that uses of least intensity or greatest compatibility be arranged around the boundaries of the project. Yard requirements for setbacks and spacing distances between dwellings shall be approved by the planning commission and subject to the review and requirements of fire department and building department and shall comply with the following:

1. — No rear yard setback of any dwelling within the PRUD shall be closer than twenty feet (20') to adjacent zone boundary or property outside of the PRUD.
- C. — Site Development Standards; Signs: Site development standards and sign regulations shall be determined by approval of the site development plan.
- D. — Open Space: The city council, upon recommendation of the planning commission, may require the preservation, maintenance and ownership of open space utilizing, at the city's option, one of the following methods:
1. — Dedicating the land as a public park or parkway system; or
  2. — Granting to the city a permanent open space easement on and over the said private open spaces to guarantee that the open spaces remain perpetually in recreational use, with ownership and maintenance being the responsibility of a homeowners' association established with articles of association and bylaws which are satisfactory to the city; or
  3. — Complying with the provisions of the condominium ownership act of 1953, Utah Code Annotated title 57, chapter 8, which provides for the payment of common expenses for the upkeep of common areas and facilities. Recreation uses and facilities may be developed within the common open space areas in compliance with a recreation and landscaping plan approved as part of the approved final development plan of the planned residential unit development.
  4. — If the second or third method, as set forth above, is utilized to maintain the open spaces, but the organization established fails to maintain the open spaces in reasonable order and condition, the city may, at its option, do or contract to have done the required maintenance and shall assess ratably the open space and individually owned properties within the planned residential unit development. Such assessment shall be a lien against property and shall be filed with the county recorder, or the city may initiate appropriate legal action to collect the maintenance fees, together with reasonable attorney fees and costs.
- E. — Guarantee: The developer shall be required to provide an escrow in an amount determined by the community development director guaranteeing the completion of the development of the open space, or a phase thereof. When completed in accordance with the approved plan, the bond shall be released. If uncompleted at the end of two (2) years, the community development director will review the progress and may proceed to use the escrow to complete required improvements.
- F. — Subdivisions: If the planned residential unit development is to be subsequently divided either as a "subdivision" into a phase development parcel or into separately owned and operated units, such division boundaries shall be indicated in the development plan and preliminary subdivision approval concurrently obtained in the case of a "subdivision".
- G. — Applicability of Subdivision Regulations: The subdivision ordinance, chapter 21 of this title, as it now or hereafter may exist applies to all developments.
- H. — Adaptable Area: The area shall be adaptable to a unit type development and shall not contain within or through it any ownership or physical barrier which would tend to impair the unit cohesiveness.
- I. — Accessory Amenity Uses: Accessory amenity uses may be included in planned residential unit developments as a necessary service to residents of the development as determined by the planning commission, provided agreements and restrictive covenants controlling the proposed uses, ownership, operational characteristics

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and physical design to the city's satisfaction are filed by and entered into by the developer to ensure that the approved necessary service is maintained.

- J. ~~Changes; Alterations: Once the overall development plan showing details of buildings, structures and uses has been approved by the city council after recommendations of the planning commission, no changes or alterations to such development plans or uses shall be made without first obtaining approval of the community development director. The community development director may require changes to be approved by the planning commission and council.~~

~~(Ord. 677, 3-6-2007; Ord. 815, 9-25-2012)~~

#### **10-22-6: PUBLIC HEARINGS:**

A public hearing shall be held to receive input regarding the PRUD proposal by the planning commission and a recommendation forwarded to the city council. The required notice shall be the notice required by the regular planning commission meeting.

~~(Ord. 677, 3-6-2007)~~

#### **10-22-7: FORM AND CONSISTENCY:**

A PRUD application may be approved by the city council by ordinance following the receipt of the planning commission recommendation with a finding that the development is consistent with the goals of the city.

~~(Ord. 677, 3-6-2007)~~

#### **10-22-8: APPLICABLE PROVISIONS, REGULATIONS AND POLICIES:**

Unless otherwise modified by written agreement by the city council all provisions, regulations and policies governing the uses of the land, density, design and improvements and construction standards and specifications and all other requirements and regulations of the zone in effect at the time of the execution of the PRUD application shall apply. A PRUD application shall not prevent the city from subsequent actions applicable to the property that is the subject of a PRUD application from applying any new provisions or regulations that do not conflict with those contained within the PRUD application.

- A. ~~Substantial compliance with zone regulations and other provisions of this title in requiring adequate standards related to the public health, safety and general welfare shall be observed, without unduly inhibiting the advantages of large scale site planning for residential and related purposes.~~

~~(Ord. 677, 3-6-2007)~~

#### **10-22-9: AMENDMENTS OR CANCELLATIONS:**

A PRUD application may be amended or canceled in whole or in part by mutual consent of the parties or their successors.

~~(Ord. 677, 3-6-2007)~~

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**~~10-22-10: RECORDING OF A PRUD SUBDIVISION:~~**

~~After the city council approves a PRUD application, the city recorder shall record the PRUD subdivision as approved in the office of the Weber County recorder. The recorded copy of the PRUD subdivision shall be considered the official copy. The benefits, rights and obligations of the PRUD subdivision shall be binding upon all successors to the original parties.~~

~~(Ord. 677, 3-6-2007)~~

**~~10-22-11: MODIFICATIONS OR SUSPENSION TO COMPLY WITH STATE OR FEDERAL LAWS:~~**

~~In the event that federal or state laws or regulations, enacted after the adoption of a PRUD subdivision, prevent or preclude compliance with one or more provisions of the subdivision, such provisions of the subdivision shall be modified or suspended as may be necessary to comply with such federal and state laws or regulations.~~

~~(Ord. 677, 3-6-2007)~~

## Title 10 – Chapter 22: Planned Development (PD)

This section calls for substantial compliance with the intent of the General Plan and regulations of this title and other provisions of this code related to the public health, safety, and general welfare, but also offers the advantages of large-scale planning for residential, commercial, and mixed-use development in order to encourage innovative, efficient, and high-quality development and use of land.

(1) **Purpose.** The purpose of the planned development is:

- a. To encourage a quality environment and unique sense of place through greater flexibility of design than is possible solely through the typical application of base zoning regulations.
- b. To encourage a more efficient use of the land and the preservation of greater proportions of open space for recreation and visual use than is otherwise provided for in the base zoning regulations.
- c. To encourage good architectural design and placemaking measures by utilizing a variety of building types and site arrangement plans to give imagination, uniqueness, and variety in the physical pattern of the development.

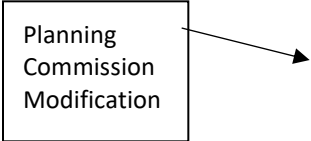
(2) **Applicability.**

- a. Eligible Zones. Planned developments may be applied to property located in the following zoning districts: R-1-8, R-1-10, R-2, R-3, C-1, C-2, C-3, CP-1, CP-2, CP-3, M-U.
- b. Minimum Site Area.
  1. Residential or predominantly residential PDs shall contain a minimum of three (3) contiguous acres under unified ownership or control.
  2. Commercial, mixed-use, or predominantly nonresidential PDs shall contain a minimum of five (5) contiguous acres under unified ownership or control.
  3. The Administrative Land Use Authority may waive the minimum acreage requirement for sites that demonstrate exceptional urban design, connectivity, or redevelopment merit.
- c. Approval Authority. All planned developments require:
  1. Planning Commission review, public hearing, and recommendation; and
  2. City Council legislative approval and adoption by ordinance.
- d. Relationship to Base Zoning. Upon approval, the PD ordinance and recorded PD development plan and associated agreements supersede conflicting base zoning standards for the subject property. Where the PD is silent, base zoning standards apply.

(3) **Design Objectives for Planned Developments.** Every planned development shall be designed to achieve the following design objectives:

- a. Provide for a comprehensive and harmonious arrangement of buildings, open spaces, circulation ways, parking, connections, and development amenities.
- b. Be related to existing and proposed land use and circulation plans of the community and not constitute a disrupting element in the neighborhood.
- c. The internal street system and pedestrian connections should be designed for the efficient and safe movement of vehicles without disrupting pedestrian circulation, activities, functions of the common areas and open space.
- d. Open space and recreation areas and facilities should be located adjacent to dwelling units or be easily accessible therefrom.
- e. Architectural features, connections, open space and recreational areas should be the focal point for the overall design of the development.

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Modification



(4) **Development Requirements.** To be approved, a planned development project must show a high commitment to excellence, ensuring better quality of life for future visitors, employees, or tenants and be compatible with adjacent developed areas. The following are required for all planned development projects:

- a. **Ownership.** At the time of application, the subject property shall be owned by the applicant, or the application shall include a duly executed owner's affidavit authorizing the applicant to act as the owner's representative for purposes of submitting and processing the application. If the property is held in multiple ownership, the application shall be filed jointly by all owners or shall include an owner's affidavit from each owner granting such authorization.
- b. **Open Space.** Unless otherwise approved by the Administrative Land Use Authority, common and private open space shall be provided and shall not cover less than 20 percent of the gross site area. The required open space shall be land areas that are not occupied by buildings, structures, parking areas, street right-of-way, or alleys and shall be accessible by the residents. Said open space shall be devoted to landscaping, preservation of natural features, trails, patios, and recreational areas. Private open space (that provide for a dwelling unit for personal use) shall be located immediately adjacent to, attached to, or within the dwelling unit it is designed to serve and shall be for the exclusive use of the residents of the dwelling unit. Common open space must constitute at least one quarter of the required open space. It may be distributed throughout the planned development and need not be in a single large area. Landscaped roof areas or decks attached to individual units may not be calculated as part of required common open space. Open space within a hillside or slope area may only be included as open space when they have been designed as an integral part of the project, as enumerated in subsection 10-22-3 above.
- c. **Interior Streets.** The design of public streets within a planned development shall follow City standards for width of right-of-way and construction. Private streets within a planned development may be approved under alternative street standards, as approved by the City Engineer, Public Works Director, and the Administrative Land Use Authority. Such alternative street standards may include reduced street widths, modified cross-sections, and alternative sidewalk or park strip configurations, in lieu of standards subdivision requirements. Alternative street standards may only be approved for private streets and access drives with internal circulation serving the planned development. Alternative street standards shall not apply to public streets. Alternative street standards shall be approved if the applicant demonstrates, through objective evidence, that:
  1. The proposed street design will safely accommodate anticipated traffic volumes; and
  2. Emergency vehicle access and operations comply with adopted fire and building codes, as verified by written approval from the fire chief, fire marshal, or the authority having jurisdiction; and
  3. The proposed design does not impair public safety or access to the development or adjacent properties; and
  4. The alternative standards are consistent with the purpose and intent of the PD.
  5. If conflicts arise between reviewing authorities regarding alternative street standards, the most restrictive standard shall apply unless the City Manager determines otherwise in writing with specific findings.

The interior street system in a planned development project shall be dedicated to the City as a utility easement. All private streets shall be conveyed to a private home-owner's association. The original developer/builder will also be required to establish a city-approved road maintenance fund for all private streets. This provision will be required in the CC&Rs for all projects with a private street system.

All streets approved as part of an original or amended planned development plan shall remain open and accessible at all times and shall not be gated, barricaded, or otherwise closed, except as

temporarily required for construction, maintenance, or emergency purposes as approved by the City.

- d. **Parking.** The minimum parking requirements outlined in this Code shall be adhered to except as allowed below:

1. All parking areas, covered or open, shall have a landscaped buffer adjacent to any public right-of-way.
2. The Administrative Land Use Authority may consider the following criteria in determining whether or not the number of garages/carports/parking stalls should be increased or reduced:
  - (i) The topography of the proposed site.
  - (ii) To enhance and protect local property values of adjacent developments and neighborhoods.
  - (iii) To improve the overall appearance of the development or the density of units.
  - (iv) Review the location of all garages/carports/parking stalls and may require that they be attached or underground for any multifamily units. All covered parking shall be placed in locations adjacent and convenient to the buildings that they are intended to serve.
  - (v) To assist the project in reaching affordable rent levels for low- and moderate-income individuals as determined by the U.S. Department of Housing and Urban Development.

- e. **Building Materials and Design Standards.** Building materials, roofing materials, and overall building design shall be reviewed for compliance with the objective standards of this section by the Community Development Director. The Administrative Land Use Authority shall approve or deny building materials based on compliance with the standards set forth in this chapter.

1. **Primary Building Materials:** Primary exterior building materials shall be limited to materials that meet recognized durability, fire resistance, and weather performance standards, including masonry materials such as:

- (i) brick, stone, split-faced or honed-face block;
- (ii) architectural metal panels with factory applied corrosion resistant finishes;
- (iii) large-format glazing or storefront;
- (iv) architectural concrete; and
- (iv) composite and cementitious materials.

Primary materials shall constitute a minimum of sixty percent (60%) of each building façade visible from a public right of way or common open space.

2. **Secondary Building Materials:** Secondary or accent exterior materials may be used in combination with primary materials and may include:

- (i) exterior grade wood or engineered wood products treated or finished for exterior exposure;
- (ii) stucco systems;
- (iii) non-structural metal elements.

Secondary materials shall not exceed forty percent (40%) of any individual building façade and shall not be used as the dominant exterior finish.

3. **Prohibited Materials:** The following materials are prohibited as primary or secondary exterior finishes on buildings visible from public rights-of-way or common open space:

- (i) vinyl siding;
- (ii) plywood;
- (iii) reflective or mirror-finish panels or glass;
- (iv) exterior insulation and finish systems (EIFS) without a drainage plane and ASTM-compliant impact resistance; and
- (v) standard CMU concrete block.

Roofing materials shall comply with the International Building Code (IBC) and applicable ASTM standards for asphalt shingles and metal roofing, or equivalent performance standards.

4. Illustrative Façade Standards: To ensure building elevations incorporate material variation, articulation, and human-scale design, consistent with the objective material requirements of this chapter, all commercial, multi-family residential, and mixed-use building façades visible from a public right-of-way, private street, or common open space shall comply with the following standards. Compliance with these façade standards shall be determined through elevation drawings submitted with the development application:

- (i) Horizontal Articulation: a visible change in plane, material, or architectural feature shall occur at intervals not exceeding 40 feet along the façade. Acceptable articulation methods include recesses or projections with a minimum depth of 18 inches, material changes meeting the primary/secondary materials standards, balconies, bay windows, or architectural offsets.
- (ii) Vertical Articulation: building exceeding 2-stories shall incorporate a visual break between the ground floor and upper floors through a change of material, horizontal band, cornice, or belt course, or a minimum 12-inch horizontal offset.
- (iii) Base-Middle-Cap Composition: building facades shall be designed using a base-middle-cap composition. The Base (ground floor) shall consist primarily of primary exterior building materials, shall include increased transparency, texture, and architectural detailing, and parking podiums or exposed foundations shall be clad with approved primary materials. The Middle (upper floors) may include a combination of primary and secondary materials and shall align vertically with openings and structural bays where feasible. The Cap (roofline/upper termination) shall include a parapet, cornice, stepped massing, or material transition to visually terminate the structure, with flat roof parapets having a minimum height of 24 inches.
- (iv) Fenestration Standards: In commercial and multi-family buildings, a minimum of 25% of the ground -floor façade area facing the public right-of-way or common open space shall consist of windows or glazed doors. Windows shall be vertically proportioned or grouped to create consistent spacing.
- (v) Mechanical and Service Screening: Rooftop equipment shall be screened from view using parapets or architectural screening integrated with the building design. Ground-mounted equipment shall be screened using materials consistent with the building façade or approved landscape screening.

- f. ***Landscaping and Coverage Requirement.*** Where a planned development abuts a public right-of-way, a permanent landscaped area with a minimum width of twelve (12) feet shall be provided along the property line adjacent to the right-of-way. In addition, all required landscaped areas located on public and private property within the planned development shall be subject to the standards of this section and the landscaping regulations of the Riverdale City Code, as amended. All such landscaped areas shall be kept free of buildings and structures, except for fences, walls, or similar features expressly permitted by this title or otherwise approved by the Administrative Land Use Authority. Landscaped areas shall be permanently maintained and planted with a

combination of street trees, shrubs, groundcover, and other approved plant materials, and may be screened or protected by natural features where appropriate. At maturity, a minimum of seventy-five percent (75%) of the total required landscaped area shall be covered by living plant material, including tree canopy, shrubs, and groundcover, as demonstrated on an approved landscape plan. Decorative hardscape, gravel, or non-living materials may be used as accent features but shall not exceed twenty-five percent (25%) of the landscaped area. All landscaping shall be installed prior to issuance of a certificate of occupancy, or secured through an approved financial guarantee, and shall be maintained in a healthy, growing condition in perpetuity in accordance with this code.

- g. **Exterior Fencing.** Exterior fencing shall be provided as approved by the Administrative Land Use Authority. Acceptable fencing materials include architecturally designed brick or block fences, wrought iron fences, post and rail fences, vinyl fences, pre-cast concrete, or structural wood fences with square metal posts with tongue-in-groove redwood siding and redwood for all other wood members. Chain link fencing is prohibited.
- h. **Streetlights.** Appropriate street lighting is required. If the streets are to be dedicated to the public, the lights shall comply with the city's street light standards and specification. If the streets are private, the lights may be altered but must be approved by the Administrative Land Use Authority. The applicant shall submit a plan which indicates the type and location of streetlights in relation to the proposed site landscaping.
- i. **Utilities.** Within an approved PD, the following privately owned utility systems may be permitted, provided they are located wholly within the PD and comply with this title:
  - 1. Water systems, including distribution mains and service laterals;
  - 2. Sanitary sewer systems, including collection mains, laterals, and appurtenances;
  - 3. Storm drainage systems, including pipes, inlets, detention or retention facilities;
  - 4. Natural gas systems;
  - 5. Electrical power systems
  - 6. Communications systems, including telephone, cable, and data infrastructure
  - 7. Private utility systems within a PUD may be approved by the Administrative Land Use Authority upon finding that:
    - (i) The utilities are designed and constructed in accordance with city engineering standards, applicable state and federal regulations, and requirements of the applicable utility service provider;
    - (ii) The utilities will not adversely affect public systems or properties outside the PD;
    - (iii) Adequate easements (minimum 15-foot width for water/sewer, 10-foot width for storm drainage) are provided to ensure access for operation, inspection, emergency response, and maintenance;
    - (iv) Ownership and long-term maintenance responsibility are legally secured through CC&R's, HOA documents, or similar instruments approved by the City Attorney in accordance with state law; and
    - (v) An improvement guarantee acceptable to the City Engineer and City Attorney is posted in the amount equal to 110% of the estimated replacement cost of the private utility infrastructure, to be held for a minimum of two (2) years following completion and final acceptance by the City.
  - 8. Future Public Connection Capability. All private utility systems shall be designed to allow future connection to public utility systems. Connection costs shall be borne by the property



owner(s) or HOA if public systems become available or if the private system fails to meet performance standards.

9. **Maintenance Failure Remedy.** If the HOA or property owner fails to adequately maintain private utilities resulting in public health, safety, or environmental violations, the City may, at its sole discretion and in accordance with Riverdale City Code and Utah state law:

- (i) Perform necessary maintenance and assess costs proportionally against benefited properties; or
- (ii) Require connection to public systems at property owner(s) expense; or
- (iii) Initiate foreclosure on recorded covenants or liens securing maintenance obligations.

Private utility systems connected to Riverdale City infrastructure shall be maintained, cleaned, and serviced at a frequency and to a standard equivalent to those applied to comparable City-owned utility systems, unless otherwise approved by the Public Works Director in accordance with adopted operation and maintenance standards.

All backflow prevention devices located within the planned development shall be maintained by the responsible association and shall be inspected annually by a certified tester. Inspection reports shall be submitted to Riverdale City in accordance with City standards.

All privately owned fire hydrants within the planned development shall be tested and inspected annually in accordance with Fire Department and adopted fire code standards. Documentation of such testing shall be provided to Riverdale City upon request.

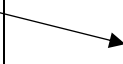
(4) ***Development Standards.***

- a. ***Required Elements.*** Planned developments shall be guided by a comprehensive design plan in which the following development standards may be varied to allow flexibility and creativity in site design, building design, and location. The Administrative Land Use Authority may require such arrangements of structures, open spaces, landscaping, buffering, and access within the site development plan as they determine appropriate. The Administrative Land Use Authority may require specific setbacks, a higher or lower residential density, and a height limitation. These criteria shall be used by the Administrative Land Use Authority principally to ensure the design objectives in this section of this chapter are met.
  1. ***Feasible Development.*** A planned development shall be of sufficient size, composition, and arrangement to enable its feasibility as a complete development, in accordance with the minimum site area set forth in this chapter.
  2. ***Density.*** Within a planned development, development may occur in one or more phases. The density of any individual phase, whether residential, commercial, or mixed-use, shall be permitted to vary from the base zoning standards applicable to the site, provided that the overall density and intensity of the entire planned development do not exceed the maximum density, floor area, or trip generation assumed or permitted by this title or approved PD development plan. Residential density within any single phase may exceed or be less than the base zoning density, and commercial or mixed-use phases may be developed at varying intensities, so long as the cumulative development across all phases remains in compliance with the approved PD density calculations, transportation assumptions, and public utility capacity. Density transfers between phases may be permitted where such transfer does not increase net trip generation beyond approved limits listed on the approved PD plan and supported by adequate infrastructure and access.
  3. ***Site Calculations.*** Specific calculations addressing the percentage of open space (common and private), impervious versus pervious coverage, and site improvements must be submitted with all project applications.

4. **Lot Requirements.** No specific yard, setback, or lot size requirement shall be imposed in the planned development. However, the purpose and objectives of this chapter must be complied with in the final development plan. The Administrative Land Use Authority may require certain setbacks within all or a portion of the planned development.
  5. **Building Height.** No residential structure shall exceed a maximum of thirty-five (35) feet to the peak of roof from average finished grade. No commercial, multi-family, or mixed-use structure shall exceed a maximum of fifty (50) feet to the peak of roof from average finished grade.
  6. **Traffic Circulation.** Points of primary vehicular access to the planned development shall be designed to provide smooth traffic flow with controlled turning movements and minimum hazards to vehicular, pedestrian, and bicycle traffic. Minor streets within the planned development shall not be connected to streets outside the development in such a manner as to encourage their use by through traffic. Adequate emergency vehicle access shall be provided.
  7. **Driveways and Alleys.** A private driveway or alley must comply with all established standards in this code.
  8. **Privacy.** Each planned development shall provide reasonable visual and acoustical privacy for dwelling units. Fences, insulation, walls, barriers, landscaping, and sound-reducing construction techniques shall be used as appropriate for the aesthetic enhancement of the property, the privacy of its occupants, the screening of objectionable views or uses, and the reduction of noise.
  9. **Noise Attenuation.** When, in the opinion of the community development director, a proposed planned development may be situated in a noisy environment which will adversely affect the peace, tranquility, and privacy of its inhabitants or surrounding inhabitants, an acoustical analysis may be required. Said analysis shall be conducted by a qualified acoustical engineer and include a description of the noise environment and the construction or other methods necessary to attenuate the noise to the required level according to the noise standards of this code.
  10. **Security.** The development shall be designed to support security services and measures, taking into account public safety recommendations from the Riverdale City Police Department.
  11. **Pedestrian and Bicycle Paths.** Where appropriate, the internal circulation system shall provide pedestrian and bicycle paths which may be physically separated from vehicular traffic to serve residential, nonresidential, and recreational facilities in or adjacent to the development. The Administrative Land Use Authority may require connections to regional trail systems, activity centers, pedestrian and/or bicycle overpasses, underpasses, or traffic signalization in the vicinity of schools, playgrounds, parks, shopping areas, or other uses that will receive considerable pedestrian and/or recreational trails use from the development.
- b. **Desirable Amenities.** The following are desirable amenities or design options which may be required by the Administrative Land Use Authority depending on the size, scale, impacts, and nature of each individual planned development project:
1. Increase in common or private open space above the 20 percent minimum, particularly when the project contains significant non-buildable open space.
  2. Creation of significant public or private recreation or site amenities, including, but not limited to, clubhouse, pool, sport courts, playgrounds, play fields, trails, and nature areas.
  3. Additional project landscaping and open space may be deemed appropriate.
- c. **Construction of Private Amenities in Phase 1.** All public and private amenities proposed, required, or relied upon as part of the planned development approval shall be fully constructed,

completed, and ready for use no later than the completion of Phase 1 of the development, as defined in the approved phasing plan, and prior to issuance of any certificate of occupancy for Phase 1, except as provided for in this chapter.

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d. **Improvement Completion Assurance in Lieu of Phase 1 Construction.** The City may approve deferral of construction of one or more public/private amenities beyond Phase 1 only if the applicant provides an improvement completion assurance in compliance with Utah Code Title 10, Chapter 20 and this code. The improvement completion assurance shall secure the full and timely construction of the deferred private amenities in accordance with the approved plans and phasing schedule. The improvement completion assurance shall be in an amount equal to one hundred ten percent (110%) of the estimated cost to fully construct the deferred public/private amenities, including labor, materials, mobilization, contingency, and all improvements necessary for the amenities to function as approved. Cost estimates shall be prepared by the applicant's licensed engineer or supported by qualified contractor bids and are subject to review and approval by the City Engineer or designee. The improvement completion assurance shall be provided in a form authorized by Utah law and acceptable to the City, which may include a surety bond, letter of credit, bank escrow, or other equivalent security. If public/private amenities are not fully constructed and accepted prior to Phase 1 occupancy, the required improvement completion assurance shall be submitted and approved before issuance of the first building permit within Phase 1, or at an earlier time specified in the approved phasing plan or development agreement. Failure to comply with this section may result in withholding of building permits or certificates of occupancy, to the extent authorized by law and consistent with the approved phasing plan

e. **Partial Release.** The City shall maintain a system for partial release or reduction of the improvement completion assurance as public/private amenities, or separable components thereof, are completed, inspected, and verified for compliance with the approved plans. If the applicant fails to complete the deferred public/private amenities within the approved timeframe, the City may draw upon the improvement completion assurance to complete the improvements or cause them to be completed, including reasonable administrative costs.

Nothing in this section shall be construed to require dedication of private amenities to the City or acceptance of ownership or maintenance responsibility by the City.

(5) **Nonresidential Uses.**

- a. Noncommercial, nonresidential uses of a religious, educational, or recreational nature shall be designed primarily for the use of the residents of the proposed planned development. The applicant shall submit as part of the preliminary development plan such evidence to substantiate the request for such use as the community development director may require.
- b. Nonresidential, commercial, and mixed-use uses may be permitted within a planned development where such uses are designed to function as an integrated component of the overall development and are compatible with surrounding residential and nonresidential uses. Such uses may serve residents of the planned development, the surrounding community, or both, as identified in the approved PD development plan. The location, scale, and design of nonresidential and mixed-use development shall be arranged to minimize conflicts with residential uses and shall address potential impacts related to traffic circulation, access, loading, noise, lighting, and other operational characteristics. Loading areas, service functions, and refuse storage shall be screened and oriented away from residential uses and public view to the extent practicable and designed to avoid safety hazards or operational conflicts. Nonresidential and mixed-use development shall be located and accessed in a manner that does not create traffic congestion or safety hazards within or adjacent to the planned development. Vehicular, pedestrian, and bicycle circulation shall be coordinated to promote safe and efficient movement, including shared access points and internal connections where appropriate.
- d. Parking, signage, lighting, landscaping, service areas, buffers, entrances, and exits shall be designed as integrated elements of the planned development and shall be compatible in scale,

materials, and placement with the overall character and design of the project. Shared parking arrangements may be permitted where supported by documented demand analysis and internal circulation design.

- e. The architectural character, site layout, and design features of nonresidential and mixed-use development shall be consistent with the approved PD development plan and shall contribute to a cohesive, high-quality development pattern, while allowing variation in use and intensity appropriate to the planned development context.

**(6) *Maintenance of Common Facilities.***

- a. A planned development shall be approved subject to the submission and approval of legal instruments setting forth a plan or manner of permanent care and maintenance of all common open space and other facilities provided in the approved development plan. No such instrument shall be acceptable until approved by the City Attorney as to legal form and effect, and the Administrative Land Use Authority as to suitability for the proposed use of the common open space and subject facilities.
- b. The common open space and other facilities provided may be conveyed to a public agency or private association. The common open space, private utilities, recreational facilities, and private streets (including a road maintenance fund established by the original developer/builder) conveyed to a private association shall include, as part of the aforementioned instruments, a declaration of covenants and restrictions that will govern the association and shall require maintenance of any common facilities. The provisions shall include, but not be limited to, the following:
  - 1. The private association must be established prior to the sale or rental of any unit.
  - 2. Membership must be mandatory for the original buyer and any successive buyers of a unit in a planned development, whether or not the unit is owner occupied or rented.
  - 3. The private association must be responsible for liability insurance, local taxes (if any), the maintenance of common open space and other facilities, rules and regulations outlining the powers, enforcement authority, and limitations of the association.
  - 4. Each member of the association shall be assessed a pro rata share of the costs incurred by the association, and the association shall have the power to collect those costs.
- c. The Administrative Land Use Authority may also require dedication of scenic easements to ensure open space shall be maintained. In the event the common open space and other facilities are not maintained in a manner consistent with the approved final development plan, the City may, at its option, cause such maintenance to be performed and assess the costs to the affected property owners or responsible association.
- d. Long-term Storm Water Maintenance Agreements are required according to requirements identified in Riverdale City Standards and Specifications.
- e. In addition to any required road maintenance fund, the developer shall establish and fund a maintenance reserve for private water, sanitary sewer, and storm water facilities sufficient to ensure long-term repair, replacement, and maintenance of such facilities. All road and utility maintenance funds shall be funded based on a reserve study or engineer's estimate acceptable to the City.
- f. All snow removal operations for private streets and facilities shall be contained entirely within the boundaries of the planned development. Any on-site storage of salt, sand, or de-icing materials shall be located within a permanently covered and contained facility designed to prevent runoff or drainage beyond the containment area. Such facilities shall be subject to review and approval by the Riverdale City Public Works Department based on adopted City standards.

- g. Prior to the sale of any lot or unit, the association shall provide a City-approved disclosure document to each initial and subsequent purchaser stating that streets, water, sanitary sewer, and storm water utilities within the planned development are privately owned and maintained, and that the purchaser is responsible for their proportionate share of maintenance and replacement costs. Such disclosure shall be acknowledged in writing by the purchaser and provided to the City as requested.
- h. The association shall provide to Riverdale City, on an annual basis, a copy of a current, executed contract with a qualified and reputable contractor for emergency repair of private streets and utility systems connected to City infrastructure.

(7) **Review Process.**

a. **Development Review.**

- 1. To help expedite review of a development proposal, prior to submitting an application for planned development, persons interested in undertaking development may meet informally with a member of the Community Development Department to become acquainted with the substantive and procedural requirements of this title. This meeting is sometimes referred to as the Pre-Application Review Meeting.
- 2. If requested by staff, they shall attend a meeting at which representatives from various departments involved in review of developments are generally present, including the Community Development Department, Public Works Department, Public Utilities Department, City Attorney's Office, Building Department, Fire Department, Police Department, and other departments as necessary. This meeting is sometimes referred to as the Development Review Meeting.
- 3. At the meeting, the various departments will initially assess the development proposal and information submitted and make suggestions to the prospective developer with respect to the proposal's compliance with the provisions of the appropriate regulations of this title, the International Building Code, and any other applicable ordinances or codes of Riverdale City and provide information concerning the City's review requirements and procedures.
- 4. Staff members may request that additional studies or information, such as Geotechnical Studies, Traffic Impact Analyses, Market Feasibility Analyses, or Water Needs Analyses, be submitted, together with the application for site plan review.

- b. **Application.** An application for a planned development must be submitted to the Community Development Department and must contain the information and, if the project is to be subdivided, be in the format required by the subdivision review procedure in accordance with Title 10 Chapter 21. The application must include the following:

- 1. General Development Application Form.
- 2. Preliminary plat, if the property is to be subdivided, including project size (acres), proposed lot lines, and plot designs.
- 3. Landscaping Plan. A Landscape Plan, prepared under the direction of a licensed landscape architect or other qualified professional, shall be required for all open space required or provided in a planned development. Said Landscaping Plan shall indicate the spacing, sizes, and specific types of landscaping material. All open space provided shall be irrigated. The only exception shall be where the Administrative Land Use Authority determines an area, because of its natural beauty or uniqueness, would be most beneficial to the project and the community if left in its natural or existing condition. Existing mature trees shall be preserved where appropriate. The location of trees must be considered when planning common open space, location of buildings, underground services, walls, paved areas, playgrounds, and parking areas.
- 4. Architectural building elevations. The location and floor area size of all existing and proposed buildings, structures, and other improvements including maximum heights, types

of dwelling units, density per types, nonresidential structures including commercial facilities, preliminary elevations and architectural renderings of typical structures, and improvements.

5. Storm Water Analysis and Drainage Plans shall meet requirements in Riverdale City Standards and Specifications.
6. Utility Plan. The existing and proposed utility systems (e.g., sanitary sewers, storm sewers and water, electric, gas, telephone lines, and cable).
7. Road Plan and profiles.
8. The existing and proposed circulation system of arterial, collector, and local streets including off-street parking areas and other major points of access to public rights-of-way to the development including identification of jurisdictional control (including major points of ingress and egress to the development). Notations of proposed ownership, public and private, should be included where appropriate.
9. The existing and proposed pedestrian and bicycle circulation system including its interrelationship with the vehicular circulation system indicating proposed treatment of points of conflict.
10. Other studies and analyses requested by staff or the Administrative Land Use Authority, which may include geotechnical studies, traffic impact analysis, market feasibility analysis, water needs analysis, etc.
11. Adjacent property information. Enough information on land areas adjacent to the proposed development to indicate the relationships between the proposed development and existing and proposed adjacent areas including land uses, zoning classifications, densities, traffic and pedestrian circulation systems, public facilities, and unique natural features of the landscape.
12. The proposed treatment of the perimeter of the development including materials and techniques used such as berming, landscaping, screens, fences, and walls.
13. Names and addresses of property owners within 300 feet of the proposed project on mailing labels from the Weber County Recorder's Office (when required by staff).
14. Property plat from the Weber County Recorder's Office showing the area to be developed.
15. Fees as established by City Council.
16. The following written documents shall be submitted with the application:
  - (i) A legal description of the total site proposal for development including a statement of present and proposed ownership and present land use or phasing plan.
  - (ii) A statement of planning objectives to be achieved by the planned development through the particular approach prepared by the applicant. The statement should include a description of the character of the proposed development and the rationale behind the assumptions and choices made by the applicant.
  - (iii) Quantitative data for the following: unit types, total number of units, parcel size, proposed lot coverage of buildings and structures, approximate gross and net residential densities, total amount of open space (including a separate figure for usable open space), total amount of nonresidential construction including a separate figure for commercial, public, quasi-public, or private facilities, if applicable, fiscal impact studies, where necessary, environmental assessments, where necessary, and other studies as required by the community development director.

17. Storm Water Pollution Prevention Plan (SWPPP) and Notice of Intent (NOI) are required according to the requirements identified in Riverdale City Standards and Specifications.

**c. Preliminary Review.**

1. If, prior to submitting the application for review, it is determined that the applicant has not attended a Development Review Meeting, staff may request that the applicant do so in order to expedite the orderly review of the proposal before proceeding to the subsequent stages of review.
2. Upon submittal of an application and supporting information and attendance at a Development Review Meeting, if necessary, the site plan and subdivision plat shall be forwarded to the reviewing departments and agencies who shall review it preliminarily to determine if the plan, together with all supporting information, is complete and complies with all the requirements of this title and other applicable City and agencies' standards.
  - (i) If the departments' and agencies' reviews determine that all required, necessary, and requested information has not been submitted or that some of the specifics of the plan or information do not comply with the requirements of this title, the applicant shall be notified in writing and/or on the plans of any deficiencies, comments, corrections, and requirements (including additional information and/or studies) to be addressed. The revised plan and all required, necessary and requested supporting information must be resubmitted after the appropriate additions and/or corrections are made in order to complete the application.
  - (ii) Upon resubmittal, the site plan and subdivision plat will again be forwarded to the reviewing departments and agencies, and to the Administrative Land Use Authority, if required. The applicant shall be required to resubmit the plan and supporting documents to the City until all departments and agencies determine it is complete and complies with the requirements of this title and other applicable City and agencies' standards. Failure to submit complete information will result in written notification to the applicant that the review cannot proceed further until all required, necessary, and requested information is submitted.

**(8) Administrative Land Use Authority Review.**

- a. When preliminary review of the site plan and subdivision plat has been determined to be complete and in compliance with all requirements, the plan, together with all supporting information, will be forwarded to the Administrative Land Use Authority for review, if required. If the property is to be subdivided, the subdivision review requirements shall be complied with, including notice and hearing requirements.
- b. The Administrative Land Use Authority shall review the plan, including all supporting information, to determine if all appropriate impacts have been addressed and to receive public input, when required, concerning impacts and mitigation. The Administrative Land Use Authority may require additional studies/analyses to enable it to determine what impacts should be addressed and may establish additional requirements to address those anticipated impacts.

**(9) Validity of Preliminary Review.**

- a. Once the Administrative Land Use Authority determines that preliminary review is complete, the preliminary plat is valid for 12 months. The Administrative Land Use Authority may grant a one-year extension of the preliminary plat, provided the plat still complies with all applicable ordinances. No person or entity obtains a vested right to develop the property by reason of obtaining preliminary plat approval.
- b. If a final plat which covers only a portion of the approved preliminary plat is recorded within the one-year time limit or extension thereof, the validity of the unrecorded portion of the



preliminary plat may be extended by the Administrative Land Use Authority for one year from the date of recording that final plat.

- c. If the developer desires to change the grade or location of streets within the subdivision, or desires to increase the number of lots in the subdivision, or substantially alters the original subdivision design, the developer must apply for an amendment of the originally approved preliminary plat.
  - d. The community development director may, in his discretion, approve changes to the preliminary plat to decrease the number of lots in the subdivision, to make minor lot boundary changes, or to make other minor changes without requiring that it be reviewed by the Administrative Land Use Authority.
- (10) **Final Review.** After review by the departments, agencies, and Administrative Land Use Authority, the applicant shall submit a final site plan and subdivision plat, together with all supporting documents, which comply with all requirements, corrections, additions, etc., required by the departments, agencies, and Administrative Land Use Authority to the Community Development Department.
- a. The Community Development Department, along with the other reviewing departments and agencies, shall review the site plan and subdivision plat and supporting information to determine compliance with all requirements, corrections, additions, etc.
  - b. After such determination, the item may be scheduled for review by the Administrative Land Use Authority upon referral by the community development director or upon the request of the Administrative Land Use Authority. The final development plan shall be reviewed to determine substantial compliance of the final development plan with the preliminary development plan requirements. Said review shall also determine the final development plan's quality and compliance with the purpose and design objectives of a planned development. The final development plan shall include all of the information required in the preliminary development plan in its finalized detailed form. In addition, any new items not submitted with the preliminary development plan, any final plats, any required dedication documents, and/or guarantee of improvements shall be submitted at this time.
- (11) **Amendments to the Final Development Plan.**
- a. Minor changes in the location, siting, or character of buildings and structures may be authorized by the community development director if required by engineering or other circumstances not foreseen at the time the final development plan was approved. No change authorized under this subsection may cause any of the following:
    - 1. A change in the use and/or character of the development.
    - 2. An increase in the overall density and/or intensity of use.
    - 3. An increase in overall coverage of structures.
    - 4. A reduction or change in character of approved open space.
    - 5. A reduction of required off-street parking.
    - 6. A detrimental alteration to the pedestrian, vehicular, bicycle, circulation, and utility networks.
    - 7. A reduction in required street pavement widths.
    - 8. Changes in storm drains, under drains, and/or irrigation.
  - b. Any major changes in use or rearrangement of lots, blocks, building tracts or groupings, or any changes in the provision of open space and significant changes as noted above, must be made by the Administrative Land Use Authority after receipt of such a recommendation by staff. Such amendments may be made only if they are shown to be required by changes in conditions that have occurred since the final development plan was approved. Generally speaking, any major



changes must be recorded as amendments in accordance with the procedure established for adopting the final development plan.

- (12) ***Failure to Begin Development.*** If no substantial construction has occurred in the planned development pursuant to the final development plan within 12 months from final approval, the approved plan shall become null and void and a new development plan shall be required for any development on the subject property. The Administrative Land Use Authority, upon showing good cause by the developer, may extend the time for beginning construction a maximum period of 6 months for one time only.
- (13) ***Phased Planned Developments.*** If the sequence of construction of various portions of the final development plan is to occur in stages, then the open space shall be developed in proportion to the number of units intended to be developed during any given stage of construction. A Phasing Plan, including size and order of phases, may be approved by the Administrative Land Use Authority. Such Phasing Plan shall have the written approval of all property owners. In addition, the approved Phasing Plan shall be submitted to the City Recorder for recordation with the County Recorder's Office as a covenant to run with the land.

**RIVERDALE CITY  
CITY COUNCIL AGENDA  
January 20, 2026**

**AGENDA ITEM: G2**

**SUBJECT:** Consideration of Ordinance #1000 regarding a proposed General Plan amendment which modifies the Riverdale City General Plan as it relates to the Future Land Use Map.

**PRESENTER:** Brandon Cooper, Community Development Director

**INFORMATION:**

- a. [Ordinance #1000](#)
- b. [Executive Summary/Supporting Documents](#)

**[BACK TO AGENDA](#)**



## **ORDINANCE No. 1000**

### **AN ORDINANCE AMENDING THE RIVERDALE CITY GENERAL PLAN TO UPDATE THE FUTURE LAND USE MAP AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, Riverdale City (“City”) recognizes the importance of proper and effective planning and zoning within the corporate city limits; and

**WHEREAS**, the City has previously adopted a General Plan and Future Land Use Map, outlining the city’s vision and intent to provide for future planning and zoning of the City; and

**WHEREAS**, the City recognizes occasional updates are required to provide maximum attention and care to the General Plan, General Plan Goals, Plans, Objectives, Commentary and Maps; and

**WHEREAS**, the amendment would refine the Future Land Use Map designation to better reflect evolving land use patterns, housing needs, and development opportunities in this area, while maintaining consistency with the broader residential character envisioned in the General Plan; and

**WHEREAS**, the update is intended to provide greater flexibility in housing types, support a more diverse range of residential options, and implement the General Plan’s policies related to efficient land use, infill development, elements of the Moderate-Income Housing Plan, and overall housing choice; and

**WHEREAS**, the Planning Commission held a duly noticed public hearing on December 23, 2025, at which it considered all competent evidence presented in support of and in opposition to the proposed amendments, and thereafter recommended approval of the amendments; further, all applicable state and local requirements governing amendments to a municipal general plan have been satisfied; and

**WHEREAS**, the amendment supports and clarifies the implementation of the General Plan, promotes coordinated, high-quality development, and is in the best interests of the City and its residents; and

**WHEREAS**, to keep the citizenry informed and current with the most recent information, data, plans and future development goals, the City wishes to incorporate the proposed amendment(s) and make them a part of the City’s current General Plan;

**NOW, THEREFORE, BE IT HEREBY ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF RIVERDALE:**

The Future Land Use Map of the General Plan is hereby amended to change the Subject Property from Detached Residential to Attached Residential. The City Council directs staff to implement any and all action(s) to help facilitate the lawful and conforming amendments to the General Plan subject to this approval.

Such amendments shall replace all existing General Plan provisions and map designations that are inconsistent therewith. The General Plan, as amended, together with all unchanged provisions, shall continue to be known as the Riverdale City General Plan and shall be maintained on file in the Office of the Riverdale City Recorder and made available for public inspection.

**PASSED, ADOPTED AND ORDERED POSTED** this 20<sup>th</sup> day of January, 2026.

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Braden Mitchell, Mayor

Attest:

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Michelle Marigoni, City Recorder

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**Body:** City Council

**Topic:** General Plan Amendment Request – JFisher Companies – Service Mortgage Company  
**Request for approval of a General Plan Amendment to modify the Future Land Use Map from “Detached Residential” to “Attached Residential” in the location of 1526 Ritter Dr.**

**Department:** Community Development

**Director:** Brandon Cooper

**Staff/Presenter:** Brandon Cooper

**Contact:** [bcooper@riverdalecity.com](mailto:bcooper@riverdalecity.com)

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**Applicant:** Luke Martineau, JFisher Companies, on behalf of Service Mortgage Company

**Project Location:** approx. 1526 W Ritter Drive

**Current Map Designation:** Detached Residential

**Proposed Map Designation:** Attached Residential

**Acreage:** approximately 4 acres

**Request:**

The Community Development Department is transmitting a request for an amendment to the Riverdale City General Plan for City Council review and approval. The proposed amendment is intended to update the Future Land Use Map of the General Plan to allow for a change from R-1-6 (Single-Family Residential) to R-4 (Multi-Family Residential) in the vicinity of 1526 Ritter Drive, Riverdale, Utah. The currently adopted Future Land Use Map identifies this area generally as “Detached Residential.”

The requested amendment would refine the Future Land Use Map designation to better reflect evolving land use patterns, housing needs, and development opportunities in this area, while maintaining consistency with the broader residential character envisioned in the General Plan. The amendment would allow consideration of **medium-density residential development** in a

location that is proximate to existing infrastructure, transportation facilities, and neighborhood services.

This update is intended to provide greater flexibility in housing types, support a more diverse range of residential options, and implement the General Plan's policies related to efficient land use, infill development, elements of the Moderate Income Housing Plan, and overall housing choice. Similar map amendments have been adopted by other Utah municipalities to accommodate incremental increases in residential density in appropriate locations, particularly where transitions from lower-density to moderate-density residential uses can be achieved in a compatible manner.

The amendment does not approve a specific development proposal but establishes a policy framework that allows future zoning and development applications to be evaluated in a manner consistent with the updated Future Land Use Map and applicable land use regulations.

### **Requested Timeline:**

Planning Commission Meeting/Public Hearing – December 23, 2025

City Council Meeting – January 20, 2026

### **Planning Commission Review and Recommendation**

In reviewing the proposed General Plan amendment, the Planning Commission considered the following:

1. **Consistency with Utah Code (LUDMA)**  
Whether the amendment complies with Utah Code Title 10, Chapter 20, including requirements that the General Plan provide clear policy guidance for land use decisions and implementation ordinances.
2. **Internal Consistency of the General Plan**  
Whether the proposed amendment is consistent with existing General Plan goals, objectives, and policies related to land use, transportation, housing, economic development, public facilities, and community character.
3. **Implementation Support**  
Whether the amendment provides appropriate policy support for updated zoning, subdivision, and planned development regulations.
4. **Public Health, Safety, and Welfare**  
Whether the amendment promotes the long-term health, safety, and general welfare of

the community, including considerations related to transportation, infrastructure capacity, and neighborhood compatibility.

**5. Public Input**

Comments received during the public hearing and written submissions.

Additionally, in reviewing this application, the Planning Commission considered whether the proposed amendment:

- Advances the vision and goals of the General Plan;
- Supports orderly growth and efficient use of land and infrastructure;
- Enhances flexibility while maintaining predictability and compatibility;
- Supports coordinated infrastructure planning;
- Provides clear policy guidance for future development decisions; and
- Serves as an effective implementation tool for Riverdale City's land use regulations.

Based on its review and a public hearing held on December 23, 2025, the Planning Commission forwards a positive recommendation to the City Council for adoption of the proposed amendment to the General Plan with the following findings:

- The application has been processed in accordance with Utah Code Title 10, Chapter 20, and the applicable provisions of the Riverdale City Code
- The amendment is consistent with the Housing and Moderate-Income Housing elements of the General Plan
- The amendment constitutes an infill or redevelopment area served by existing public infrastructure, utilities, and transportation facilities. The General Plan identifies such areas as appropriate locations for higher-density residential development.
- The amendment is consistent with the General Plan's transportation and mobility policies, including planned pedestrian and bicycle improvements along Ritter Drive, and supports land use patterns that promote efficient use of transportation infrastructure and multimodal access.
- The amendment supports orderly growth, efficient use of land, and redevelopment within the City's existing urban area, consistent with the long-term land use and infrastructure planning objectives of the General Plan.
- The proposed amendment is harmonious with the overall character of existing development in the vicinity of the subject property.

- The proposed amendment will not adversely affect adjacent property or the public health, safety, or welfare of the community.
- The developer/owner is willing to enter into an Agreement for the Development of Land.

Pursuant to Utah Code Title 10, Chapter 20, the Planning Commission's role is **advisory**.

The City Council is the final decision-making body for General Plan amendments.

### **Staff Recommendation**

City staff have reviewed the application and finds:

- The proposed amendment is consistent with Utah Code Title 10, Chapter 20;
- The amendment supports and clarifies the implementation of the General Plan;
- The amendment promotes coordinated, high-quality development; and
- The amendment is in the best interest of the City and its residents

Based on these findings, staff recommends the City Council approve the proposed General Plan amendment.

### **Attachments:**

Future Land Use Map  
Planning Commission Minutes

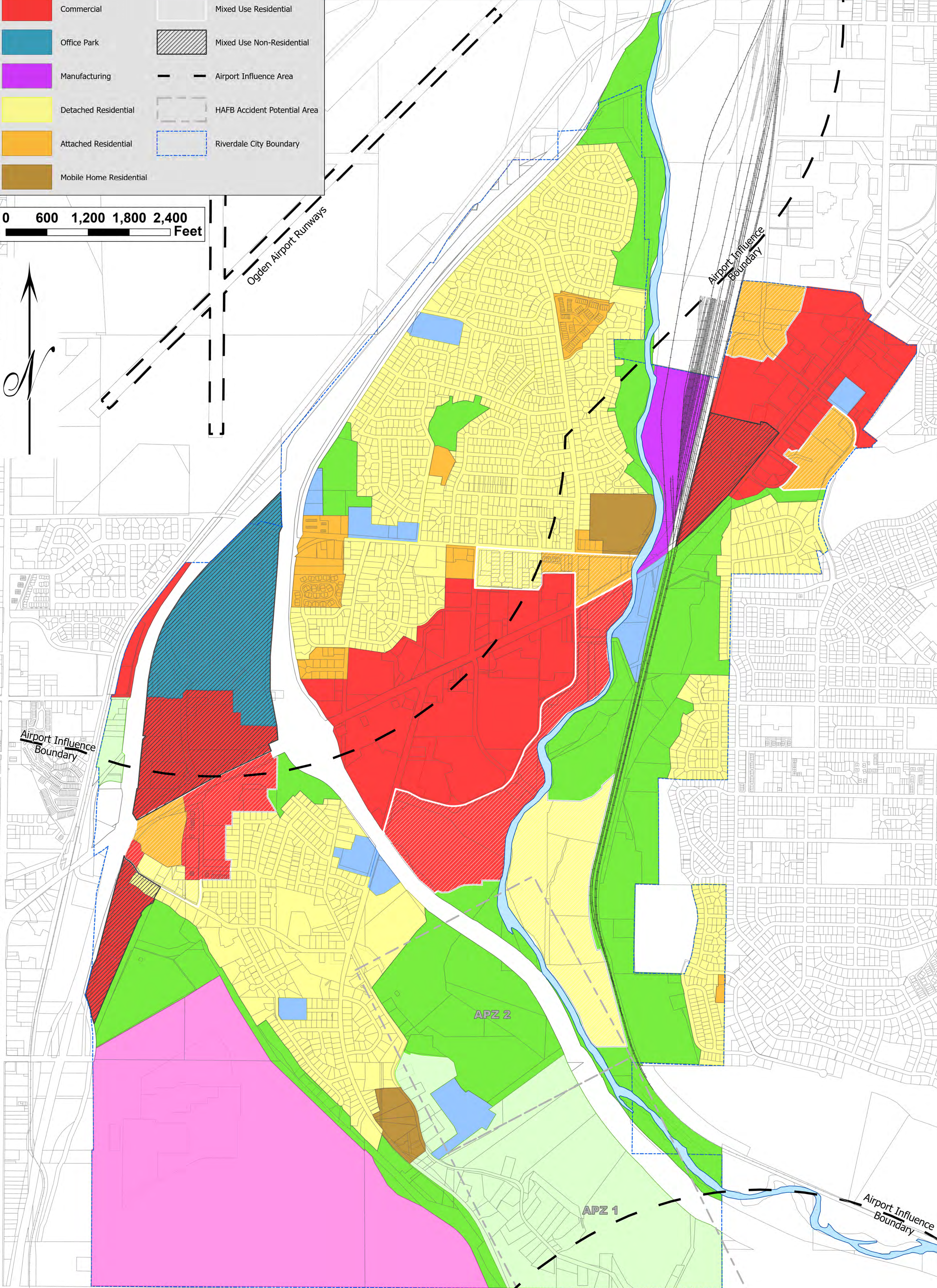


Land Use Master Plan

	Agriculture		Civic/Religious
	Open Space		Hill Air Force Base
	Commercial		Mixed Use Residential
	Office Park		Mixed Use Non-Residential
	Manufacturing		Airport Influence Area
	Detached Residential		HAFB Accident Potential Area
	Attached Residential		Riverdale City Boundary
	Mobile Home Residential		



# Riverdale City





Minutes of the **Work Session** of the Riverdale City **Planning Commission** held Tuesday December 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 Laura Hilton, Commissioner
City Employees:	Brandon Cooper, Community Development Director Michelle Marigoni, City Recorder
Excused:	

**A. Welcome & Roll Call**

The Planning Commission Work Session began at 5:34 p.m. Commissioner Anderson welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present except for Commissioner Hermann. Members of the city staff were also present.

**B. Public Comment**

**C. Presentations and Reports**

1. Community Development Update

**D. Consent Items**

1. Consideration to approve 2026 Planning Commission Meeting schedule.
2. Consideration of Meeting Minutes from:  
September 23, 2025 Work Session  
September 23, 2025 Regular Meeting  
November 25, 2025 Work Session  
November 25, 2025 Work Session

**E. Action Items**

Mr. Cooper explained the order of the agenda and the procedure for opening and closing public hearings.

1. **Public Hearing** to review proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).
2. Consideration to forward a recommendation to City Council for proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).

Commissioner Anderson asked if there was a requirement in code to specify amenities being completed in certain phases. Mr. Cooper said it could be added as an amendment in the motion.

3. **Public Hearing** to receive and consider public comment regarding the following:
  - a. a proposed General Plan amendment which would modify the Riverdale City General Plan as it relates to the Future Land Use Map;

Mr. Cooper explained the general plan update needs to be approved or denied before addressing the rezone. The current future land use map in the general plan shows detached housing. The amendment would change the density of the future use to attached housing and would open it up to townhomes and/or apartments. There is currently a mixed-use overlay on the zone as well. The developers would do a development agreement, which could prevent the developers from deviating from any approved plan and provide a fail-safe to ensure the

rezone does not result in a completely different product. A traffic study was conducted and provided by the applicants, which Mr. Cooper went over, noting the study showed that Ritter Drive would not require modification to accommodate the increased traffic.

- b. a proposal to rezone approximately 4.35 acres at 1526 W Ritter Drive from the Single-Family Residential (R-1-8) zone to the Multiple Family Residential (R-4) zone.
4. Consideration to forward a recommendation to City Council regarding a proposed General Plan amendment which would modify the Riverdale City General Plan as it relates to the Future Land Use Map.
5. Consideration to forward a recommendation to City Council for proposed rezone of approximately 4.35 acres, located at 1526 W Ritter Drive, from Single-Family Residential (R-1-8) to Multiple-Family Residential (R-4).
6. \*\*Consideration to approve the preliminary Burrows Subdivision, a 2-lot residential subdivision located at 937 West 4400 South, as requested by Bruce Burrows\*\*

The subdivision's final determination is with the Planning Commission.

**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, December 23, 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 Colleen Henstra, Commissioner Alan Bowthorpe, Commissioner Jason Francis, Commissioner Laura Hilton, Commissioner
City Employees:	Brandon Cooper, Community Development Director Michelle Marigoni, City Recorder
Excused:	Rikard Hermann, Vice Chair
Visitors:	Luke Martineau Rex & Jen Schwab Joe Gracey Nate Gracey Matthew White Janet Deschamp Melissa Carey Ben Carey Mike Dunkley

**A. Welcome & Roll Call**

The Planning Commission Meeting began at 6:00 p.m. Commissioner 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 opened the floor for public comments. There was no public comment.

**C. Presentations and Reports**

- Community Development Update

**D. Consent Items**

1. Consideration to approve 2026 Planning Commission Meeting schedule.
2. Consideration of Meeting Minutes from:
  - September 23, 2025 Work Session
  - September 23, 2025 Regular Meeting
  - November 25, 2025 Work Session
  - November 25, 2025 Work Session

Commissioner Bowthorpe moved to approve the consent items. Commissioner Francis seconded and all voted in favor.

**E. Action Items**

1. **Public Hearing** to review proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).

Mr. Cooper presented background on the current code and the proposed changes.

**MOTION:** Commissioner Henstra moved to open the public hearing for proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).

**SECOND:** Commissioner Bowthorpe

Commissioner Henstra:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent
Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes

Motion passed and the public hearing opened at 6:29 p.m.

Joe Gracey, who owns some properties on Ritter Drive, asked who wrote the new code and how long it took. He had a question about the multi-use being limited to 5 acres plus. Mr. Cooper explained the larger land use demand. He felt 5+ acres was unreasonable due to the small amount of space available in the city. He asked why the landscaping requirements were being changed when there has been no snow yet and the state offered money for dry landscaping. Mr. Cooper clarified the landscaping requirement is a ratio, which means the space the mature plants cover is calculated in the 75% requirement. (tree canopy over rock, etc.)

**MOTION:** Commissioner Henstra moved to close the public hearing

**SECOND:** Commissioner Bowthorpe

Commissioner Bowthorpe:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes

Motion passed and the public hearing closed at 6:37 pm.

2. Consideration to forward a recommendation to City Council for proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).

Commissioner Henstra asked if the correction in section 2b needed to be included in the motion. Commissioner Anderson would like to see amenities addressed in the code, to be completed in the first phase of development or bonded to ensure they are followed through.

**MOTION:** Commissioner Henstra moved to forward a positive recommendation to City Council subject to following modifications: Section 2b corrected to 3 acres minimum for residential and five acres for commercial or mixed-use; Section 4b add amenity development to be completed in first phase or bonded; and finding the amendment:

- Is consistent with the Riverdale City General Plan
- Provides predictable and equitable application of regulations
- Establishes clear and objective standards, and
- Promotes the public health, safety, and general welfare of Riverdale City.

**SECOND:** Commissioner Bowthorpe

Commissioner Henstra:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Bowthorpe:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent

Motion passed with 5 in favor and 1 absent.

3. **Public Hearing** to receive and consider public comment regarding the following:
- a proposed General Plan amendment which would modify the Riverdale City General Plan as it relates to the Future Land Use Map;
  - a proposal to rezone approximately 4.35 acres at 1526 W Ritter Drive from the Single-Family Residential (R-1-8) zone to the Multiple Family Residential (R-4) zone.

Mr. Cooper presented the information included in the packet and went over the proposed changes.

**MOTION:** Commissioner Bowthorpe moved to open the public hearing

**SECOND:** Commissioner Francis

Commissioner Hilton:	Yes
Commissioner Hermann:	Absent
Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes

Motion passed and the public hearing opened at 7:00 pm.

**Public Comment – General Plan Amendment:**

Janet Deschamp said if the general plan isn't changed, the rezone doesn't matter. It's always been a residential area and the detached housing is going to be hard enough since they are used to a pasture, but three story townhomes won't be cohesive with the current neighborhood. It used to be a country road and is already developed more than she would like. The townhomes would block their view of the mountains.

Melissa Carey asked why the new owner can change it when the previous owner was denied for R4 and had to do R6, and how is it legal for this owner to change it to multifamily. It looks good on the map as a transition, but that's not how it is when you are there. The top of Ritter is not where this fits.

Mike Dunkley asked why there is a mixed use overlay on his property. He wondered if the city was trying to push him out or if it just meant future owners could change the use. Mr. Cooper explained it means no obligation to the current owners.

Mr. Cooper explained the land has been rezoned a few times, most recently in 2021. Landowners have rights to request a review and consideration of land use changes on their property. The previous request in 2021 was for 104 townhomes, this request would be 59. The denied request did not have a traffic analysis and was higher density.

**Public Comment – Rezone**

Luke Martineau introduced himself and explained the proposed plan. They focus on legacy projects, not cheap housing that won't uplift the area. They have high standards and he offered to provide more details if needed after the presentation.

Melissa Carey said the comparison from the one before and the new one are not apples to apples. Three story units would make a canyon-like feeling with the hill on the other side.

Janet Deschamp said townhomes are not the character of Ritter Drive. That's not a buffer between commercial and residential, it's an eyesore. She felt Mr. Cooper was completely on the developer's side. In her opinion, the GP amendment

Matt White said there are only 30 parking stalls for 59 units. The street would turn into a parking lot. Mr. Cooper clarified that the parking stalls were for visitors, as the units have internal parking. He didn't think it would be a

transition, but a wall. Cherry Creek is around the corner and so that doesn't apply either. This is a direct change, not a transition.

Mike Dunkley, doesn't want people to not be able to park in front of his house. He knows more housing is inevitable but this is too much. This added with the base traffic would be too much traffic. He loves that every house is unique on the street, and that is what the character is on Ritter Drive. They are all different and the townhomes are copy-paste.

Ben Carey asked about the previously approved plan's entrances on Ritter.

Matt White asked if the roundabout would be in before the development. He's still against it.

Janet Deschamp asked for clarification on the traffic study being done. Since it's projected, there is no way to know what the 5600 development is going to do and there are already a lot of near-misses and turn-arounds on the street. It will never hold the traffic. It should have been thought about before Ritter was widened and made wider to accommodate.

Joe Gracey wanted to know Mr. Cooper's opinion about how this would affect his property.

Commissioner Francis asked if the 5600 S and 1800 N were considered in the traffic study. Mr. Cooper explained those projects were included in the WFRC's numbers.

Melissa Carey said they would not be affordable housing. They are high-end townhomes to get the most money.

The curb in front of the development would be red-lined for no parking.

**MOTION:** Commissioner Henstra moved to close the public hearing.

**SECOND:** Commissioner Francis

Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent

Motion passed and the public hearing closed at 7:53.

Mr. Cooper addressed the remaining unanswered questions. Height limitation for current zone is 35 feet; the townhomes would be up to 38 feet. He explained that his job is to make objective recommendations and he is not on one side or another. The traffic will be increased; however, the traffic study is to show if the roads can handle the traffic without modifications. Affordability is subjective, the state has defined it in the 400k range. This is not determined by the city. The objective of the moderate-income housing plan is to include different types of housing at different price ranges.

Commissioner Anderson asked Mr. Martineau if the units would eventually be purchased by investors and turned into rentals. Mr. Martineau said an owner-occupied condition could be in the development agreement for a certain number of years. Deed restrictions need to have some flexibility for life events. They should promote owner occupation without putting owners in a bind.

Commissioner Henstra thanked people for attending and said she is a second-generation resident. She understands keeping the old but balancing with the new. The city also must make changes, or the state will mandate them. She wants residents to understand that they are listened to.

Commissioner Bowthorpe has lived 60+ years in Riverdale and he appreciates their opinions. He has been in situations where he has voiced opinions against change.

Commissioner Anderson is also a lifer – he knew the Ritters that Ritter Drive is named for. He values the citizens and their opinions. These decisions are hard but the planning commission has standards and requirements to abide by.

Mr. Cooper reminded commissioners that their decision is only a recommendation and council would have the final decision.

4. Consideration to forward a recommendation to City Council regarding a proposed General Plan amendment which would modify the Riverdale City General Plan as it relates to the Future Land Use Map.

**MOTION:** Commissioner Francis moved to forward a positive recommendation to City Council regarding a proposed General Plan amendment as requested, based on staff recommendations and the following findings:

- The application has been processed in accordance with Utah Code Title 10, Chapter 20, and the applicable provisions of the Riverdale City Code
- The amendment is consistent with the Housing and Moderate-Income Housing elements of the General Plan
- The amendment constitutes an infill or redevelopment area served by existing public infrastructure, utilities, and transportation facilities. The General Plan identifies such areas as appropriate locations for higher-density residential development.
- The amendment is consistent with the General Plan's transportation and mobility policies, including planned pedestrian and bicycle improvements along Ritter Drive, and supports land use patterns that promote efficient use of transportation infrastructure and multimodal access.
- The amendment supports orderly growth, efficient use of land, and redevelopment within the City's existing urban area, consistent with the long-term land use and infrastructure planning objectives of the General Plan.
- The proposed amendment is harmonious with the overall character of existing development in the vicinity of the subject property.
- The proposed amendment will not adversely affect adjacent property or the public health, safety, or welfare of the community.
- The developer/owner is willing to enter into an Agreement for the Development of Land.

**SECOND:** Commissioner Hilton

Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent

Motion passed with 5 in favor and 1 absent.

5. Consideration to forward a recommendation to City Council for proposed rezone of approximately 4.35 acres, located at 1526 W Ritter Drive, from Single-Family Residential (R-1-8) to Multiple-Family Residential (R-4).

Parking on Ritter and setbacks would be addressed in the site plan process.



**MOTION:** Commissioner Bowthorpe moved to forward a positive recommendation to city council for the zoning map amendment as requested subject to the information found in the staff report, and based on the following findings:

- The applicant has provided sufficient justification for the proposed amendment
- The proposed amendment is harmonious with the overall character of existing development in the vicinity of the subject property.
- The proposed amendment is consistent with the goals, objectives, and policies of the General Plan, as amended.
- The proposed amendment will not adversely affect adjacent property or the public health, safety, or welfare of the community.
- Facilities and services intended to serve the subject property are adequate, including, but not limited to, roadways, parks and recreation facilities, police and fire protection, schools, stormwater drainage systems, water supplies, and wastewater and refuse collection.
- The developer/owner is willing to enter into an Agreement for the Development of Land.

Commissioner Anderson asked if anything can be specified in the agreement. Mr. Cooper said amendments could be made based on objective standards. In consideration of this, Commissioner Anderson was reluctantly in favor with the development agreement, as it gives the city a say and if this development does not move forward, the zone would revert to the current zone.

**SECOND:** Commissioner Henstra

Commissioner Bowthorpe:	Yes
Commissioner Francis:	No
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes
Commissioner Hilton:	No
Commissioner Hermann:	Absent

Motion carries with 3 in favor, 2 against, 1 absent

6. **\*\*Consideration to approve the preliminary Burrows Subdivision, a 2-lot residential subdivision located at 937 West 4400 South, as requested by Bruce Burrows\*\***

**MOTION:** Commissioner moved to approve the preliminary Burrows Subdivision as requested by Bruce Burrows, based on the findings presented: the application complies with all applicable objective land use regulations of the Riverdale City Code and Utah code title 10 chapter 20, subject to the conditions listed in the staff report, and to authorize administrative approval of the final plat upon satisfaction of those conditions.

**SECOND:** Commissioner Bowthorpe

Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent

#### **F. Comments**

#### **G. Adjournment**

As there was no further business to discuss, Commissioner Bowthorpe moved to adjourn. Commissioner Francis seconded the motion. All were in favor and the Planning Commission meeting adjourned at 8:31 p.m.

Date Approved:

**RIVERDALE CITY  
CITY COUNCIL AGENDA  
January 20, 2026**

**AGENDA ITEM: G3**

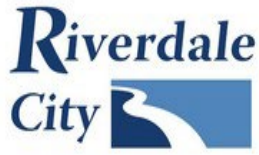
**SUBJECT:** Consideration of Ordinance #1001 rezoning approximately 4.35 acres, located at 1526 W Ritter Drive, from Single-Family Residential (R-1-8) to Multiple-Family Residential (R-4).

**PRESENTER:** Brandon Cooper, Community Development Director

**INFORMATION:**

- a. [Ordinance #1001](#)
- b. [Executive Summary/Supporting Documents](#)

**[BACK TO AGENDA](#)**



## **ORDINANCE NO. 1001**

**AN ORDINANCE AMENDING THE RIVERDALE CITY ZONING MAP TO REZONE CERTAIN PROPERTY LOCATED AT APPROXIMATELY 1526-1527-1528-1560-1570 WEST RITTER DRIVE FROM R-1-6 (SINGLE-FAMILY RESIDENTIAL) TO R-4 (MULTI-FAMILY RESIDENTIAL); CONDITIONING THE REZONE ON EXECUTION AND COMPLIANCE WITH AN AGREEMENT FOR DEVELOPMENT OF LAND; PROVIDING FOR INTERIM DEVELOPMENT LIMITATIONS; AUTHORIZING FUTURE LEGISLATIVE ACTION IN THE EVENT OF NONPERFORMANCE; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, J Fisher Companies/Henry Walker Homes, on behalf of Service Mortgage Company, petitioned the City to rezone approximately four (4) acres, located at approximately 1526-1527-1528-1560-1570 West Ritter Drive, Riverdale, Weber County, Utah ("**Subject Property**"), from R-1-6 Single-Family Residential to R-4 Multiple-Family Residential; and

**WHEREAS**, the Riverdale City Planning Commission held a duly advertised public hearing on December 23, 2025, to receive comments on the proposed amendment and has considered all comments received, as required by state law and local ordinance; and

**WHEREAS**, the Planning Commission voted to grant the requested rezone and amendment to the land use map and forwarded that approval and recommendation to the City Council, including acknowledgment that development would be subject to an Agreement for Development of Land and subsequent Planned Development agreement – to be approved by the City Council.

**WHEREAS**, the original petition has now been passed on to the City Council to either follow or modify the recommendation of the Planning Commission and either allow or deny the rezone and plan amendment; and

**WHEREAS**, the Riverdale City Council has conducted a duly advertised public meeting on the proposed amendment and reviewed the minutes of the Planning Commission and all other relevant information and finds that the proposed rezone is in the best interest of the City or of the citizens of Riverdale City; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF RIVERDALE, UTAH, AS FOLLOWS:**

### **Section 1. Findings**

After reviewing the material presented to the Planning Commission in the public hearing, and all subsequent information and evidence presented in addition thereto, the Riverdale City Council finds that the proposed rezone and zoning map amendment:

1. Is consistent with the General Plan, as amended;
2. Provides an appropriate transition between surrounding land uses;
3. Provides efficient land use, adds variety to the city's housing types, and supports owner-occupied housing opportunities;

4. Is in the best interest of Riverdale City; and
5. Meets the goals or policies of the City and does not raise significant issues or concerns about safety, planning and/or the impact on the City's resources and services.

## **Section 2. Zoning Map Amendment – Legislative Determination**

The Official Zoning Map of Riverdale City is hereby amended to rezone the Subject Property from R-1-6 Single-Family Residential to R-4 Multi-Family Residential. The City Council directs staff to implement any and all action(s) to help facilitate the lawful and conforming re-zone approval.

## **Section 3. No Vested Rights**

1. Approval of this zoning map amendment does not create a vested right to develop the Subject Property.
2. No subdivision, site plan, or building permit approval is granted by this Ordinance.
3. Development may occur only after compliance with all applicable City Code provisions and approval of a separate Planned Development subdivision, site plan, and permits.

## **Section 4. Agreement for Development**

1. Development under the R-4 zoning classification shall be subject to execution and City Council approval of an Agreement for Development of Land between Riverdale City and Henry Walker Land, LLC.
2. The Agreement for Development of Land is adopted concurrently with this Ordinance and incorporated by reference as a condition of the rezoning.
3. The Agreement functions as an interim, rezoning-stage agreement and shall be superseded by a future Planned Development Agreement.

## **Section 5. Failure to Execute Planned Development Agreement; Legislative Remedies**

1. If a Planned Development Agreement is not executed within the timeframes specified in the Agreement for Development of Land, or if the Agreement for Development of Land is terminated by the developer, the City Council may, at its sole legislative discretion, initiate proceedings to amend the zoning map for the Subject Property in accordance with Utah Code Title 10, Chapter 20 and applicable City procedures.
2. Any such zoning map amendment shall be processed as a legislative action and shall not occur automatically.

## **Section 6. Severability.**

If any section, part of a section, paragraph, sentence, clause, phrase or word of this Ordinance is for any reason held or declared to be unconstitutional or void, such holdings of invalidity shall not affect the remaining portion of this Ordinance and it shall be construed to have been the intent to pass the Ordinance without such unconstitutional or invalid part therein, and the remainder of this Ordinance shall be deemed to be held valid as if such part or parts had not been included therein, or if this Ordinance or any of the provisions thereof shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holdings shall not affect the applicability thereof to any other person, property or circumstances.

## **Section 5. Effective Date**

The effective date of this ordinance shall be effective immediately or as otherwise allowed by law.

**PASSED, ADOPTED AND ORDERED POSTED** this 20<sup>th</sup> day of January, 2026.

\_\_\_\_\_  
Braden Mitchell, Mayor

Attest:

\_\_\_\_\_  
Michelle Marigoni, City Recorder

VOTE:

Alan Arnold	_____	Yes	_____	No	_____	Absent
Bart Stevens	_____	Yes	_____	No	_____	Absent
Anne Hansen	_____	Yes	_____	No	_____	Absent
Michael Richter	_____	Yes	_____	No	_____	Absent
Kent Anderson	_____	Yes	_____	No	_____	Absent

---

**Body:** City Council

**Topic:** Zoning Map Amendment Request – JFisher Companies/Henry Walker – Service Mortgage Company  
**Request for approval of a Zoning Map Amendment to modify the property's zoning from R-1-6 (Single-Family Residential) to R-4 (Multiple-Family Residential)**

**Department:** Community Development

**Director:** Brandon Cooper

**Staff/Presenter:** Brandon Cooper

**Contact:** [bcooper@riverdalecity.com](mailto:bcooper@riverdalecity.com)

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**Applicant:** Luke Martineau, JFisher Companies/Henry Walker, on behalf of Service Mortgage Company

**Project Location:** approx. 1526 W Ritter Drive

**Current Zoning:** R-1-6

**New Zoning:** R-4

**Acreage:** approximately 4 acres

**Requested Timeline:**

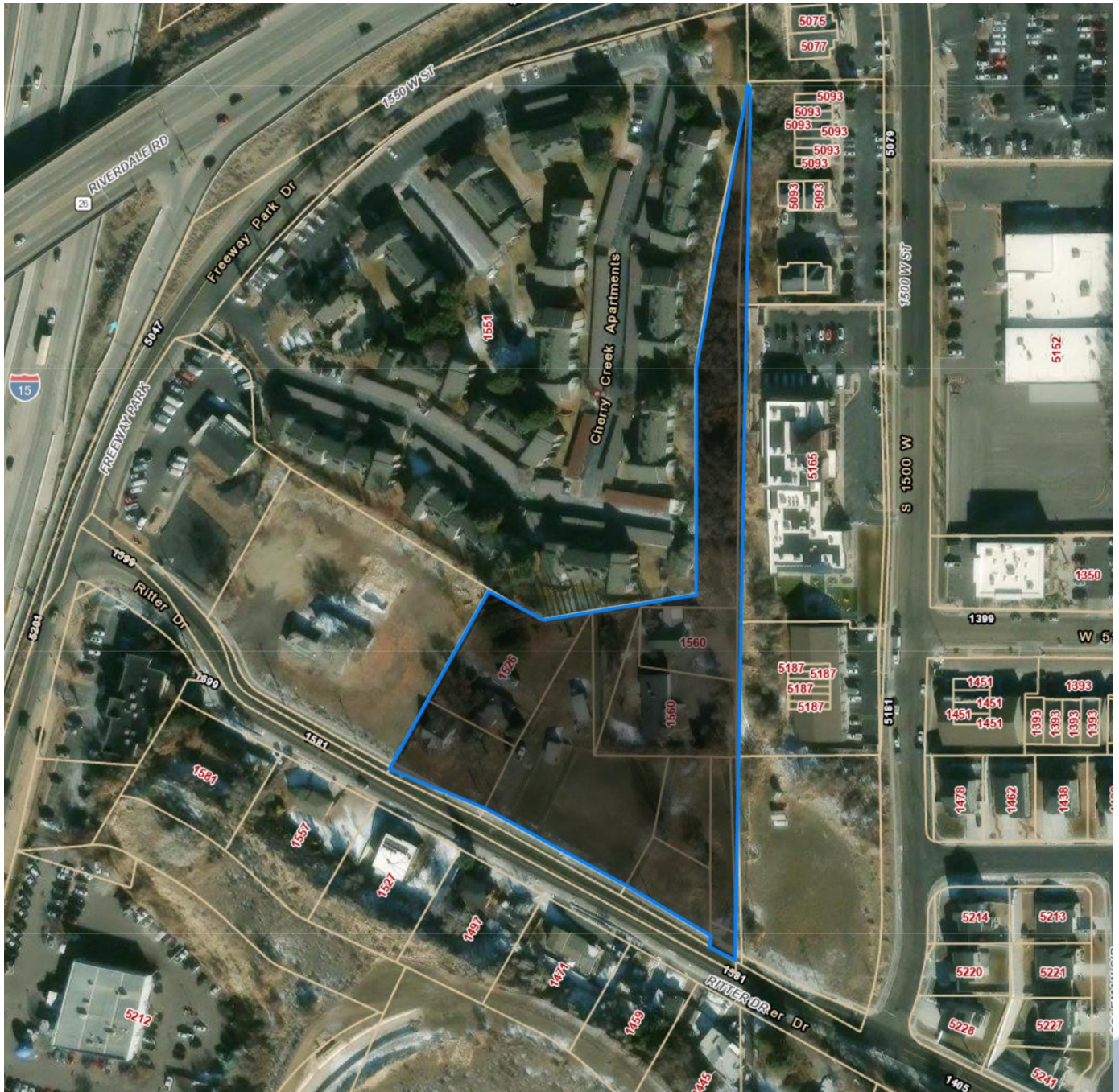
Planning Commission Meeting/Public Hearing – December 23, 2025  
City Council Meeting – January 20, 2026

**Executive Summary**

This application is a request for approval of a Zoning Map Amendment for approximately 4 acres located on the north side of Ritter Drive, at approximately 1526 W. The property is currently zoned R-1-6. The applicant is requesting that a Zoning Map Amendment be approved to the R-4 zone to accommodate a proposed 59-unit for-sale townhome project. Such proposal would require separate consideration from the Planning Commission (subdivision/site plan) and City Council (site plan).



The property has been historically used for low density residential purposes, with 6 structures present at this time, and only 7 structures existing up to 2019-2020.



## Analysis

<b>Existing Land Use</b>	Residential/Vacant Land
<b>Current Zoning</b>	R-1-6
<b>Proposed Zoning</b>	R-4
<b>Adjacent Zoning</b>	
<b>East</b>	A-1/CP-3
<b>West</b>	C-3/CP-3
<b>North</b>	R-5
<b>South</b>	A-1

According to Riverdale City Code 10-9F-1, the purpose of the R-4 zone classification is to *“provide for higher density residential areas with their associated necessary public services and activities. It is also to provide an orderly transition from less intensive, lower density uses to more intensive, higher density uses*

The R-4 Residential Zone is primarily intended for multiple-family dwellings, with secondary uses that may include agricultural, park, commercial, professional office, and educational facilities. The Riverdale City General Plan designates this property as **Detached Residential** on the Land Use Master Plan Map; a General Plan amendment request has been reviewed and recommended for approval by the Planning Commission to the City Council. Approval of the General Plan Amendment by the City Council is required prior to the approval of this zone map amendment application. Approval of the requested Zoning Map Amendment would enable the property owner to submit a subdivision application to create smaller lots and a site plan detailing the site design standards. At this stage, the applicant has submitted a conceptual plan proposing the subdivision of the property into fifty-nine (59) lots for a townhome community.

## Planning Commission Recommendation

A decision to amend the zoning map is a matter committed to the legislative discretion of the City Council and is not controlled by one standard. On December 23, 2025, in determination of a recommendation to the City Council, the Planning Commission reviewed the application, held a public hearing, and considered the following factors:

- Is there sufficient justification for the proposed amendment?
- Whether the proposed amendment is harmonious with the overall character of existing development in the vicinity of the subject property?



- Is the proposal consistent with the goals, objectives, and policies of the General Plan?
- The extent to which the proposed amendment may adversely affect adjacent property?
- Have the potential effects of the proposed amendment been determined not to be detrimental to public health, safety, or welfare and represent an overall community benefit?
- The adequacy of facilities and services intended to serve the subject property, including, but not limited to, roadways, parks and recreation facilities, police and fire protection, schools, stormwater drainage systems, water supplies, and wastewater and refuse collection?
- Is developer/owner willing to enter into an Agreement for the Development of Land?

Based on its review and comments from the public, the Planning Commission forwards a positive recommendation to the City Council for adoption of the proposed zone map amendment.

Minutes from the December 23, 2025, Planning Commission work session and regular session are included in this transmittal.

## **Staff Comments**

Community Development. see Staff Recommendation below

Engineering: see attached letter from Todd Freeman, City Engineer

Public Works. Public Works staff have completed their review of the Zoning Map Amendment submission. Comments, if any, can be found in the Attachments.

Building Division. Building Division staff have completed their review of the Zoning Map Amendment submission. Comments, if any, can be found in the Attachments.

Fire. The Riverdale City Fire Marshal has completed his review of the Zoning Map Amendment submission. Comments, if any, can be found in the Attachments.

Legal. The Riverdale City Attorney has completed his review of the Zoning Map Amendment submission. Comments, if any, can be found in the Attachments.

*Noticing.* Notice has been properly issued in the manner outlined in the City and State Codes

## **Staff Recommendation**

City staff have reviewed the application and finds:

1. The proposed Zoning Map Amendment is compatible with the General Plan, subject to an amendment to the Future Land Use Map
2. A defined edge to development and buffering between types of uses is provided
3. Rezoning creates a more efficient use of land and more owner-occupied homes
4. Townhomes provide a good transition between the apartments to the north and the single-family homes to the south
5. The proposed zoning does not create a boundary that cuts across existing parcel lines or split lots
6. No neighborhoods will be isolated as a result of the Map Amendment
7. The proposed zoning furthers the objectives found in the Moderate Income Housing Element of the General Plan
8. Development under the proposed zone would be subject to a development agreement between the City and the developer/owner – to be approved by the City Council

Based on these findings, staff recommends the City Council approve the proposed Zoning Map amendment and the associated Agreement for Development of Land.

## **Council Action**

Following the presentation and discussion of the proposal and any public comment, the City Council may make:

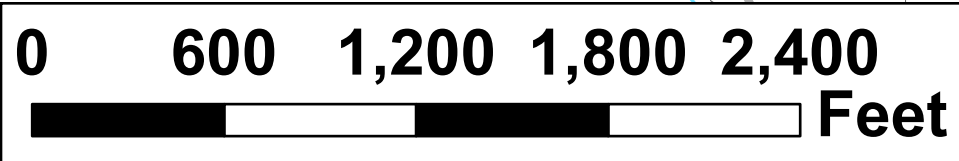
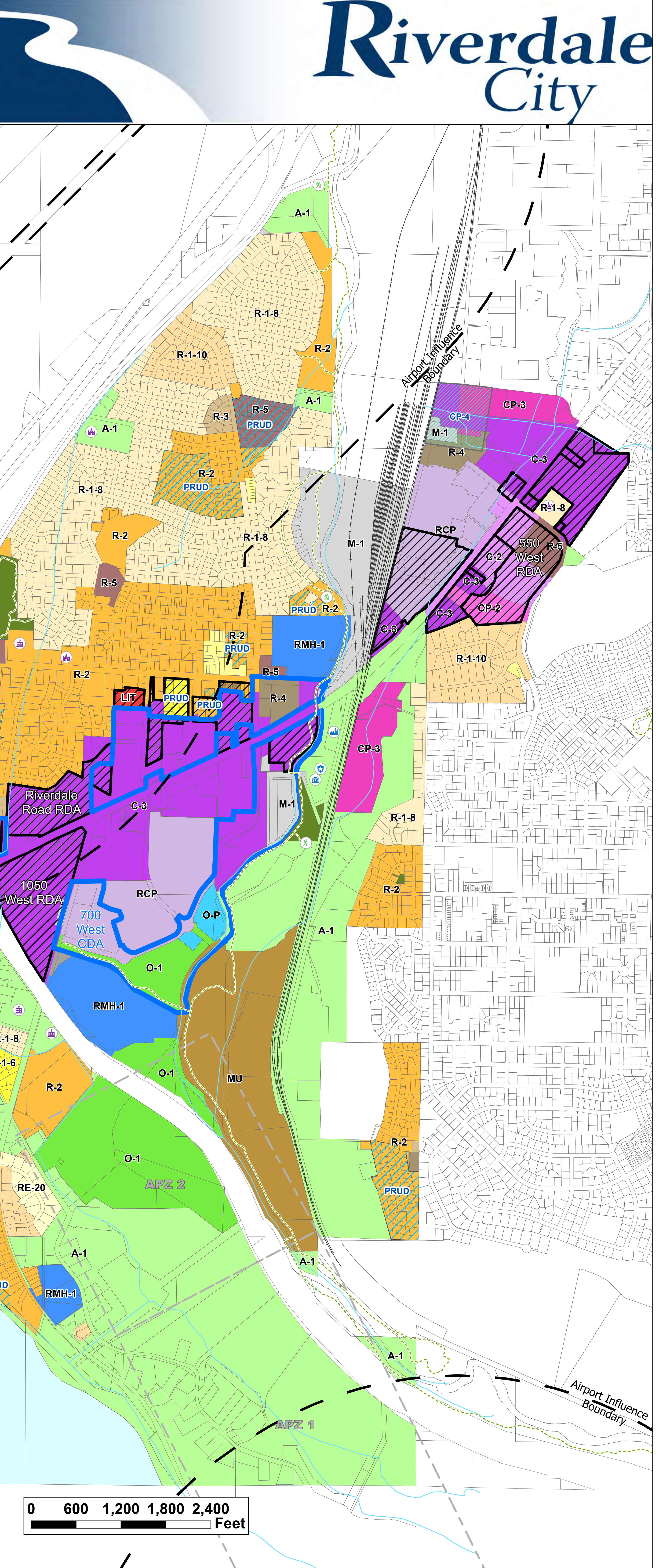
- 1) a motion to **APPROVE** the proposed Zoning Map amendment and the associated Agreement for Development of Land
- 2) a motion to **APPROVE WITH MODIFICATIONS** the proposed Zoning Map amendment and the associated Agreement for Development of Land
- 3) a motion to **DENY** the proposed Zoning Map amendment and the associated Agreement for Development of Land
- 4) a motion to **TABLE** the matter to a later date

**Attachments:**

Zoning Map  
Land Use Map  
Concept Site Plan  
Agreement for Development of Land  
Review Comments  
Planning Commission Meeting Minutes



Zoning					
	A-1		O-P		R-1-4.5
	O-1		M-1		R-2
	C-2		M-2		R-3
	C-3		MP-1		R-4
	CP-1		LIT		R-5
	CP-2		RE-20		RMH-1
	CP-3		R-1-10		HAFB
	RCP		R-1-8		PRUD
	MU		R-1-6		CP-4



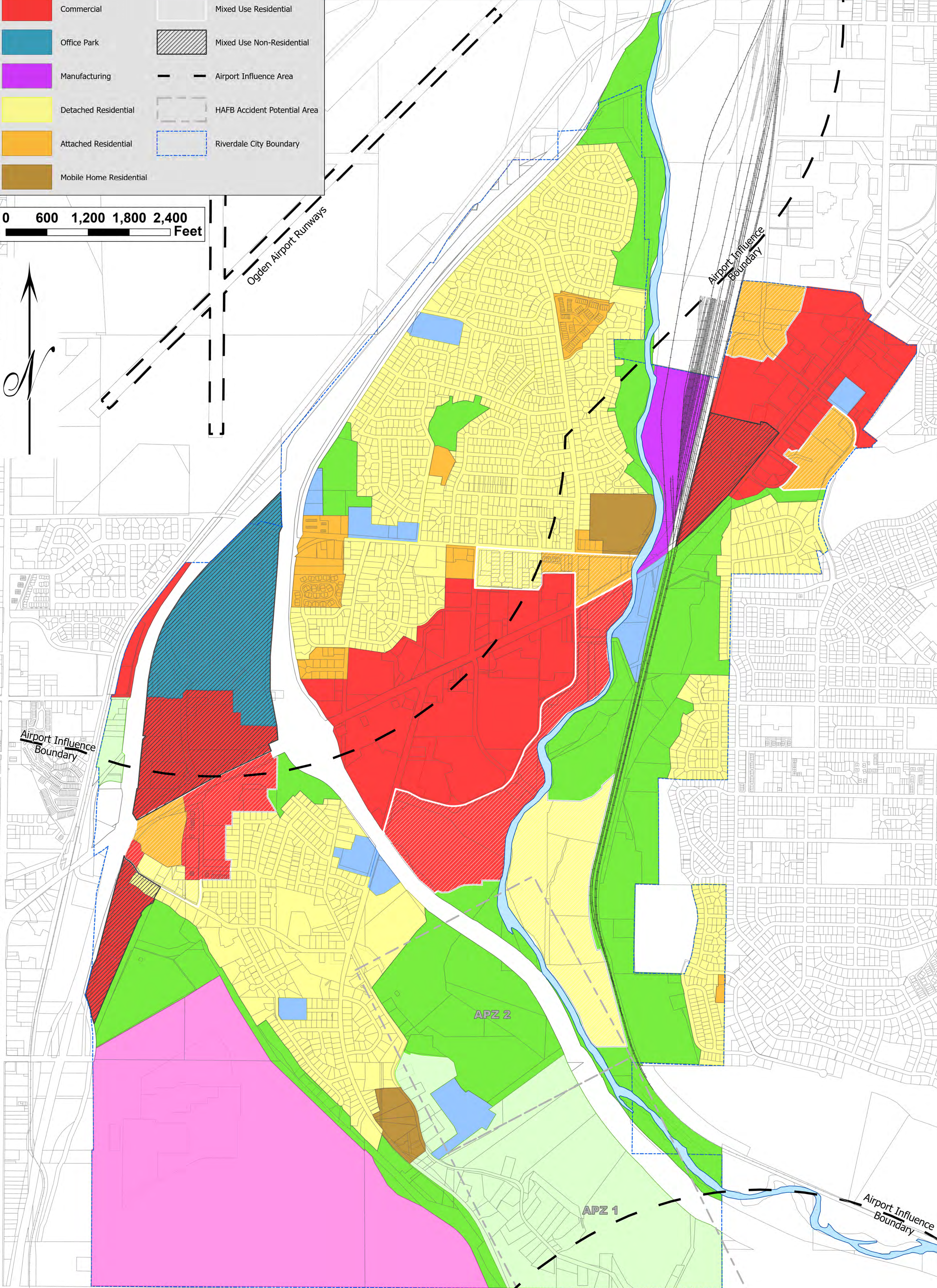


Land Use Master Plan

	Agriculture		Civic/Religious
	Open Space		Hill Air Force Base
	Commercial		Mixed Use Residential
	Office Park		Mixed Use Non-Residential
	Manufacturing		Airport Influence Area
	Detached Residential		HAFB Accident Potential Area
	Attached Residential		Riverdale City Boundary
	Mobile Home Residential		



Riverdale City





### OVERALL DATA

Townhomes (24'0" x 35'0") - 59 Units  
Townhomes 3-Plex (35'0" x 72'0") - 2  
Townhomes 4-Plex (35'0" x 96'0") - 12  
Townhomes 5-Plex (35'0" x 120'0") - 1

Garage Parking Stalls - 118 Stalls (2:1 Ratio)  
Street Parking Stalls - 30 Stalls (0.51:1 Ratio)

**TOTAL TOWNHOMES - 59 UNITS**  
**TOTAL GUEST PARKING STALLS - 30 Stalls**

### SITE DATA

Buildings - 49,560 SF (33.61% of Site)  
Grass - 46,361.48 SF (31.46% of Site)  
Asphalt - 34,439.52 SF (23.36% of Site)  
Sidewalk - 11,799.98 SF (8.00% of Site)  
Curb & Gutter - 5,252.38 SF (3.56% of Site)  
**Overall Site - 147,413.36 SF**



Ritter Drive





**OVERALL DATA**

Townhomes (24'0" x 35'0") - 59 Units  
Townhomes 3-Plex (35'0" x 72'0") - 2  
Townhomes 4-Plex (35'0" x 96'0") - 12  
Townhomes 5-Plex (35'0" x 120'0") - 1

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# PRECEDENT IMAGES - TOWNHOMES



# Gentile Station

332 W Gentile St, Layton





# Vista Townhomes

1285 E 5000 S, Ogden





Towns at 24<sup>th</sup>

550 24<sup>th</sup> Street, Ogden





Towns at 45<sup>th</sup> & 5<sup>th</sup>

4463 S 500 E, Millcreek



**ATTACHMENT TO STAFF REPORT**  
**JFISHER COMPANY ZONING MAP AMENDMENT**  
**DEPARTMENT COMMENTS**

*Community Development*

- Concerns with increased traffic
- HOA viability

*Engineering:* No additional comments

*Public Works.*

- Concerns related to current city code regulating the requirements of public roads vs. private roads
- The ongoing maintenance of private water systems
- HOA viability
- Traffic impacts

*Building Division.* No additional comments

*Fire.* No additional comments

*Legal.* No additional comments

To the Riverdale City Planning Commission,

The applicant, J Fisher Companies, requests a rezone of the properties at and around 1528 Ritter Drive, Riverdale, UT 84405. The questions on the rezone application and our responses are shown below.

- A. Why should the present zoning be changed?
  - a. The property is in an area which suits higher density than the current zone allows. The property lies between two freeways and is adjacent to high density apartment buildings and a commercial zone. The highest and best use of the property is to rezone to a higher density than the current zone allows. A rezone allows a transition from high density and commercial uses to single family homes to the south and west of the subject property.
- B. How is the proposed change in harmony with the City General Plan for this Area?
  - a. The proposed change is not in harmony with the City General Plan. However, the proposed rezone aligns with Riverdale City's goals for moderate income housing. We propose an amendment to the general plan.
- C. If the proposed change is not in harmony, what conditions and circumstances have taken place in the general area since the General Plan was adopted.
  - a. The subject property structures are ready for a new beginning. The property will provide a pleasing transition from commercial uses on Freeway Park Drive, 1500 W, and higher density residential us of Cherry Creek Apartments. This is an infill project which can lift the area through redevelopment.
- D. How is the change in the public interest as well as the applicant's desire
  - a. Utah's housing shortage has made it difficult for families and young professionals to live near where they work. This project helps relieve that pressure by providing additional attainable housing options. The property lies between two freeways and is adjacent to high density apartment buildings and a commercial zone. This area is primed for an increase in density given the surrounding areas and their uses. A rezone, to allow townhomes, increases moderate income housing supply as opposed

to single family homes, accepted in the current zone. The proposed zoning supports a healthy mix of housing types to serve residents at different life stages. The city gains a stronger, more efficient tax base without needing to expand service areas.

Minutes of the **Work Session** of the Riverdale City **Planning Commission** held Tuesday December 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 Laura Hilton, Commissioner
City Employees:	Brandon Cooper, Community Development Director Michelle Marigoni, City Recorder
Excused:	

**A. Welcome & Roll Call**

The Planning Commission Work Session began at 5:34 p.m. Commissioner Anderson welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present except for Commissioner Hermann. Members of the city staff were also present.

**B. Public Comment**

**C. Presentations and Reports**

1. Community Development Update

**D. Consent Items**

1. Consideration to approve 2026 Planning Commission Meeting schedule.
2. Consideration of Meeting Minutes from:  
September 23, 2025 Work Session  
September 23, 2025 Regular Meeting  
November 25, 2025 Work Session  
November 25, 2025 Work Session

**E. Action Items**

Mr. Cooper explained the order of the agenda and the procedure for opening and closing public hearings.

1. **Public Hearing** to review proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).
2. Consideration to forward a recommendation to City Council for proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).

Commissioner Anderson asked if there was a requirement in code to specify amenities being completed in certain phases. Mr. Cooper said it could be added as an amendment in the motion.

3. **Public Hearing** to receive and consider public comment regarding the following:
  - a. a proposed General Plan amendment which would modify the Riverdale City General Plan as it relates to the Future Land Use Map;

Mr. Cooper explained the general plan update needs to be approved or denied before addressing the rezone. The current future land use map in the general plan shows detached housing. The amendment would change the density of the future use to attached housing and would open it up to townhomes and/or apartments. There is currently a mixed-use overlay on the zone as well. The developers would do a development agreement, which could prevent the developers from deviating from any approved plan and provide a fail-safe to ensure the



rezone does not result in a completely different product. A traffic study was conducted and provided by the applicants, which Mr. Cooper went over, noting the study showed that Ritter Drive would not require modification to accommodate the increased traffic.

- b. a proposal to rezone approximately 4.35 acres at 1526 W Ritter Drive from the Single-Family Residential (R-1-8) zone to the Multiple Family Residential (R-4) zone.
4. Consideration to forward a recommendation to City Council regarding a proposed General Plan amendment which would modify the Riverdale City General Plan as it relates to the Future Land Use Map.
5. Consideration to forward a recommendation to City Council for proposed rezone of approximately 4.35 acres, located at 1526 W Ritter Drive, from Single-Family Residential (R-1-8) to Multiple-Family Residential (R-4).
6. \*\*Consideration to approve the preliminary Burrows Subdivision, a 2-lot residential subdivision located at 937 West 4400 South, as requested by Bruce Burrows\*\*

The subdivision's final determination is with the Planning Commission.

**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, December 23, 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 Colleen Henstra, Commissioner Alan Bowthorpe, Commissioner Jason Francis, Commissioner Laura Hilton, Commissioner
City Employees:	Brandon Cooper, Community Development Director Michelle Marigoni, City Recorder
Excused:	Rikard Hermann, Vice Chair
Visitors:	Luke Martineau Rex & Jen Schwab Joe Gracey Nate Gracey Matthew White Janet Deschamp Melissa Carey Ben Carey Mike Dunkley

**A. Welcome & Roll Call**

The Planning Commission Meeting began at 6:00 p.m. Commissioner 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 opened the floor for public comments. There was no public comment.

**C. Presentations and Reports**

- Community Development Update

**D. Consent Items**

1. Consideration to approve 2026 Planning Commission Meeting schedule.
2. Consideration of Meeting Minutes from:

September 23, 2025 Work Session  
September 23, 2025 Regular Meeting  
November 25, 2025 Work Session  
November 25, 2025 Work Session

Commissioner Bowthorpe moved to approve the consent items. Commissioner Francis seconded and all voted in favor.

**E. Action Items**

1. **Public Hearing** to review proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).

Mr. Cooper presented background on the current code and the proposed changes.

**MOTION:** Commissioner Henstra moved to open the public hearing for proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).

**SECOND:** Commissioner Bowthorpe

Commissioner Henstra:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent
Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes

Motion passed and the public hearing opened at 6:29 p.m.

Joe Gracey, who owns some properties on Ritter Drive, asked who wrote the new code and how long it took. He had a question about the multi-use being limited to 5 acres plus. Mr. Cooper explained the larger land use demand. He felt 5+ acres was unreasonable due to the small amount of space available in the city. He asked why the landscaping requirements were being changed when there has been no snow yet and the state offered money for dry landscaping. Mr. Cooper clarified the landscaping requirement is a ratio, which means the space the mature plants cover is calculated in the 75% requirement. (tree canopy over rock, etc.)

**MOTION:** Commissioner Henstra moved to close the public hearing

**SECOND:** Commissioner Bowthorpe

Commissioner Bowthorpe:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes

Motion passed and the public hearing closed at 6:37 pm.

2. Consideration to forward a recommendation to City Council for proposed text amendments to Riverdale City Code Title 10, Chapter 22 Planned Residential Unit Development (PRUD).

Commissioner Henstra asked if the correction in section 2b needed to be included in the motion. Commissioner Anderson would like to see amenities addressed in the code, to be completed in the first phase of development or bonded to ensure they are followed through.

**MOTION:** Commissioner Henstra moved to forward a positive recommendation to City Council subject to following modifications: Section 2b corrected to 3 acres minimum for residential and five acres for commercial or mixed-use; Section 4b add amenity development to be completed in first phase or bonded; and finding the amendment:

- Is consistent with the Riverdale City General Plan
- Provides predictable and equitable application of regulations
- Establishes clear and objective standards, and
- Promotes the public health, safety, and general welfare of Riverdale City.

**SECOND:** Commissioner Bowthorpe

Commissioner Henstra:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Bowthorpe:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent

Motion passed with 5 in favor and 1 absent.

3. **Public Hearing** to receive and consider public comment regarding the following:
- a proposed General Plan amendment which would modify the Riverdale City General Plan as it relates to the Future Land Use Map;
  - a proposal to rezone approximately 4.35 acres at 1526 W Ritter Drive from the Single-Family Residential (R-1-8) zone to the Multiple Family Residential (R-4) zone.

Mr. Cooper presented the information included in the packet and went over the proposed changes.

**MOTION:** Commissioner Bowthorpe moved to open the public hearing

**SECOND:** Commissioner Francis

Commissioner Hilton:	Yes
Commissioner Hermann:	Absent
Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes

Motion passed and the public hearing opened at 7:00 pm.

**Public Comment – General Plan Amendment:**

Janet Deschamp said if the general plan isn't changed, the rezone doesn't matter. It's always been a residential area and the detached housing is going to be hard enough since they are used to a pasture, but three story townhomes won't be cohesive with the current neighborhood. It used to be a country road and is already developed more than she would like. The townhomes would block their view of the mountains.

Melissa Carey asked why the new owner can change it when the previous owner was denied for R4 and had to do R6, and how is it legal for this owner to change it to multifamily. It looks good on the map as a transition, but that's not how it is when you are there. The top of Ritter is not where this fits.

Mike Dunkley asked why there is a mixed use overlay on his property. He wondered if the city was trying to push him out or if it just meant future owners could change the use. Mr. Cooper explained it means no obligation to the current owners.

Mr. Cooper explained the land has been rezoned a few times, most recently in 2021. Landowners have rights to request a review and consideration of land use changes on their property. The previous request in 2021 was for 104 townhomes, this request would be 59. The denied request did not have a traffic analysis and was higher density.

**Public Comment – Rezone**

Luke Martineau introduced himself and explained the proposed plan. They focus on legacy projects, not cheap housing that won't uplift the area. They have high standards and he offered to provide more details if needed after the presentation.

Melissa Carey said the comparison from the one before and the new one are not apples to apples. Three story units would make a canyon-like feeling with the hill on the other side.

Janet Deschamp said townhomes are not the character of Ritter Drive. That's not a buffer between commercial and residential, it's an eyesore. She felt Mr. Cooper was completely on the developer's side. In her opinion, the GP amendment

Matt White said there are only 30 parking stalls for 59 units. The street would turn into a parking lot. Mr. Cooper clarified that the parking stalls were for visitors, as the units have internal parking. He didn't think it would be a

transition, but a wall. Cherry Creek is around the corner and so that doesn't apply either. This is a direct change, not a transition.

Mike Dunkley, doesn't want people to not be able to park in front of his house. He knows more housing is inevitable but this is too much. This added with the base traffic would be too much traffic. He loves that every house is unique on the street, and that is what the character is on Ritter Drive. They are all different and the townhomes are copy-paste.

Ben Carey asked about the previously approved plan's entrances on Ritter.

Matt White asked if the roundabout would be in before the development. He's still against it.

Janet Deschamp asked for clarification on the traffic study being done. Since it's projected, there is no way to know what the 5600 development is going to do and there are already a lot of near-misses and turn-arounds on the street. It will never hold the traffic. It should have been thought about before Ritter was widened and made wider to accommodate.

Joe Gracey wanted to know Mr. Cooper's opinion about how this would affect his property.

Commissioner Francis asked if the 5600 S and 1800 N were considered in the traffic study. Mr. Cooper explained those projects were included in the WFRC's numbers.

Melissa Carey said they would not be affordable housing. They are high-end townhomes to get the most money.

The curb in front of the development would be red-lined for no parking.

**MOTION:** Commissioner Henstra moved to close the public hearing.

**SECOND:** Commissioner Francis

Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent

Motion passed and the public hearing closed at 7:53.

Mr. Cooper addressed the remaining unanswered questions. Height limitation for current zone is 35 feet; the townhomes would be up to 38 feet. He explained that his job is to make objective recommendations and he is not on one side or another. The traffic will be increased; however, the traffic study is to show if the roads can handle the traffic without modifications. Affordability is subjective, the state has defined it in the 400k range. This is not determined by the city. The objective of the moderate-income housing plan is to include different types of housing at different price ranges.

Commissioner Anderson asked Mr. Martineau if the units would eventually be purchased by investors and turned into rentals. Mr. Martineau said an owner-occupied condition could be in the development agreement for a certain number of years. Deed restrictions need to have some flexibility for life events. They should promote owner occupation without putting owners in a bind.

Commissioner Henstra thanked people for attending and said she is a second-generation resident. She understands keeping the old but balancing with the new. The city also must make changes, or the state will mandate them. She wants residents to understand that they are listened to.

Commissioner Bowthorpe has lived 60+ years in Riverdale and he appreciates their opinions. He has been in situations where he has voiced opinions against change.

Commissioner Anderson is also a lifer – he knew the Ritters that Ritter Drive is named for. He values the citizens and their opinions. These decisions are hard but the planning commission has standards and requirements to abide by.

Mr. Cooper reminded commissioners that their decision is only a recommendation and council would have the final decision.

4. Consideration to forward a recommendation to City Council regarding a proposed General Plan amendment which would modify the Riverdale City General Plan as it relates to the Future Land Use Map.

**MOTION:** Commissioner Francis moved to forward a positive recommendation to City Council regarding a proposed General Plan amendment as requested, based on staff recommendations and the following findings:

- The application has been processed in accordance with Utah Code Title 10, Chapter 20, and the applicable provisions of the Riverdale City Code
- The amendment is consistent with the Housing and Moderate-Income Housing elements of the General Plan
- The amendment constitutes an infill or redevelopment area served by existing public infrastructure, utilities, and transportation facilities. The General Plan identifies such areas as appropriate locations for higher-density residential development.
- The amendment is consistent with the General Plan's transportation and mobility policies, including planned pedestrian and bicycle improvements along Ritter Drive, and supports land use patterns that promote efficient use of transportation infrastructure and multimodal access.
- The amendment supports orderly growth, efficient use of land, and redevelopment within the City's existing urban area, consistent with the long-term land use and infrastructure planning objectives of the General Plan.
- The proposed amendment is harmonious with the overall character of existing development in the vicinity of the subject property.
- The proposed amendment will not adversely affect adjacent property or the public health, safety, or welfare of the community.
- The developer/owner is willing to enter into an Agreement for the Development of Land.

**SECOND:** Commissioner Hilton

Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent

Motion passed with 5 in favor and 1 absent.

5. Consideration to forward a recommendation to City Council for proposed rezone of approximately 4.35 acres, located at 1526 W Ritter Drive, from Single-Family Residential (R-1-8) to Multiple-Family Residential (R-4).

Parking on Ritter and setbacks would be addressed in the site plan process.

**AGREEMENT FOR DEVELOPMENT OF LAND  
AT APPROXIMATELY 1526 W RITTER DRIVE, RIVERDALE, UTAH**

This Agreement for development of land (the “**Agreement**”) is entered into this \_\_\_\_ day of \_\_\_\_\_, 2025 (the “**Effective Date**”), between **RIVERDALE CITY**, a Utah municipal corporation (the “**City**”), and **HENRY WALKER LAND, LLC**, a Utah limited liability company (the “**HWL**”). City and HWL may be referred to individually as a “**Party**” and collectively as the “**Parties**”.

**RECITALS**

**WHEREAS**, HWL is currently negotiating a purchase and sale agreement to acquire the Subject Area, as defined below, from the underlying owner; provided, however, the underlying owner has agreed to allow HWL to submit all applications required for HWL to obtain its desired use on the Subject Area;

**WHEREAS**, the City has considered a petition to rezone certain real properties located at approximately 1526 W Ritter Drive, Riverdale, Utah (the “**Subject Area**”), as described in Exhibit A – Subject Area, attached hereto and incorporated herein, from R-1-6 (Single-Family Residential) to R-4 (Multi-Family Residential) pursuant to Riverdale City Code Title 10, Chapter 5;

**WHEREAS**, the HWL has presented a general proposal for the development of a 59-unit townhome community within the Subject Area;

**WHEREAS**, the HWL desires approval of R-4 zoning for the Subject Area;

**WHEREAS**, the HWL acknowledges that approval of the requested zoning does not create a vested right to develop the Subject Area and that further development approvals in accordance with City code - including PD subdivision approval, site plan approval, and issuance of building permits - will require the negotiation, approval, and execution of a separate agreement which shall govern all detailed development standards, public improvements, infrastructure requirements, architectural obligations, phasing, deed restrictions, and project amenities;

**WHEREAS**, the City intends that this Agreement function only as an interim development agreement governing the rezoning stage and establishing preliminary development expectations pending the preparation and adoption of the necessary ordinances and agreements, consistent with Utah Code;

**WHEREAS**, the City is willing to grant the requested R-4 zoning subject to the HWL’s acceptance of (a) certain interim development restrictions set forth herein, and (b) the obligation to negotiate in good faith and to execute the necessary agreements prior to any subdivision, site plan, or building permit approval;

**WHEREAS**, the City believes the Subject Area cannot be effectively developed under existing zoning due to factors associated with cost of development, access, and market demand;

**NOW THEREFORE**, in consideration of the mutual promises herein, the Parties agree as follows:

## 1. HWL COVENANTS REGARDING FUTURE DEVELOPMENT AND USE

A. Use Restrictions. HWL waives the right to use the Subject Area for any purpose other than **townhomes**, not exceeding **59 dwelling units**, with **5-year owner-occupancy deed restrictions** recorded with the subdivision plat (“**Project**”), as more fully described in the “**Concept Plan**”, attached hereto and incorporated herein as Exhibit B – Concept Plan.

## 2. GENERAL PROVISIONS

A. Conditions Precedent. This Agreement shall not take effect until:

1. HWL receives fee title of all property within the Subject Area.
2. The City Council approves this Agreement as part of the Zone Map Amendment; and
3. The Mayor executes the Agreement

B. Relationship to Future PD Development Agreement. The Parties acknowledge and agree that this Agreement is an interim, rezoning-level agreement adopted pursuant to the City’s legislative authority under Utah Code Ann. §§ 10-20 and that this Agreement does not grant any vested right to develop the Subject Area. No subdivision, site plan, or building permit shall be approved, and no development shall occur, until the Parties negotiate, approve, and execute a subsequent *Development Agreement for a Planned Development Subdivision* (“**PD Agreement**”) governing the detailed development standards, public improvements, phasing, amenities, HOA obligations, and other requirements applicable to the Project. The PD Agreement shall be approved by the City Council as a separate legislative action and shall supersede and replace the interim development standards identified in this Agreement.

C. No Vested Rights. HWL acknowledges that approval of this Agreement and the associated rezoning does not create a vested right to develop the Subject Area under Utah Code Ann. § 10-20-508. Such rights shall arise only upon execution of the PD Agreement and compliance with all subdivision, site plan, and permitting requirements. The City retains full legislative discretion to approve, deny, or condition the PD Agreement.

D. Timeline for PD Agreement. HWL shall submit a complete draft PD Agreement to the City within six (6) months of the Effective Date of this Agreement (“**Deadline**”). If the PD Agreement is not executed by the Parties within twelve (12) months of the Effective Date, or if HWL terminates this Agreement before the Deadline, the City may, at its sole legislative discretion, initiate proceedings to amend the zoning map for the Subject Area in accordance with Utah Code Title 10, Chapter 20 and the City’s land use procedures, to its prior classification or to any other classification deemed appropriate pursuant to Utah Code.

## 3. INTERIM SITE DEVELOPMENT STANDARDS

A. Interim Obligation to Comply with Future Development Standards. Until the Parties execute the final PD Agreement, HWL acknowledges and agrees that all future development of the Property shall be planned, designed, and constructed in a manner consistent



with the development standards that are anticipated to be included in the PD Agreement. At a minimum, and without limiting the City's discretion to require additional or modified standards in the PD Agreement, HWL agrees that no structure shall be erected that conflicts with the following baseline development standards:

1. Development shall consist of townhome style housing substantially consistent with the Concept Plan and all conditions imposed through site plan review.
2. Architecture shall reflect a cohesive architectural theme that complements the surrounding neighborhoods and enhances community character. Townhome design shall include a variety of rooflines, façade articulation, and exterior materials to avoid repetition and provide visual interest. Acceptable exterior finishes include brick, stone, fiber cement siding, architectural metal, hardwood accents (posts and columns), or other high-quality materials approved by the City.
3. Maximum building height shall not exceed 3 stories or 35 feet.
4. Landscaping shall comply with applicable zoning code requirements and all conditions imposed through site plan review.
5. A six-foot screening fence and landscape buffer shall be installed along the east and west property lines, at a minimum.
6. Guest parking shall be provided on-site. No off-site parking will be allowed.
7. Front yard setbacks along Ritter Drive shall be no less than 25 feet

B. Interim Standards Non-Exhaustive. The interim development standards in this Agreement are intended to provide base expectations but are not exhaustive. The Parties acknowledge and agree that interim standards contained herein may be replaced, supplemented, or modified upon finalization of the PD Agreement, including standards relating to architecture, phasing, infrastructure, open space, parking, amenities, and HOA requirements, consistent with applicable law.

C. Binding Effect of Future Final Agreement. This Agreement is the initial legislative instrument governing the Project until such time as the PD Agreement is finalized and terminates the terms and provisions contained herein in favor of the terms and conditions to be negotiated in the PD Agreement. Upon execution of the PD Agreement, the detailed development standards and conditions contained therein shall supersede and replace the interim standards described above. Any application, plan, or improvement submitted prior to execution of the PD Agreement shall be required to conform to the more restrictive of the interim standards listed herein or the standards ultimately adopted in the PD Agreement, unless otherwise approved in writing by the City.

### **3. CITY'S UNDERTAKIN**

A. Upon approval and execution of this Agreement, the City shall rezone the Subject Area to R-4 – Multi-Family Residential as stated in the adopted ordinance.

#### **4. GENERAL REQUIREMENTS AND RIGHTS OF THE CITY**

A. City Approval Required. All development plans must comply with City zoning, engineering, building codes, and this Agreement and Concept Plan.

B. Permits. HWL is responsible for obtaining all necessary permits.

C. Conditional City Obligations. City obligations apply only while HWL remains compliant.

D. City Access. City may access the Subject Area for inspection as needed.

#### **5. DEFAULT AND REMEDIES**

A. Notice of Default. If any Party fails to perform their respective obligations hereunder or to comply with the terms hereof, the Party believing that a default has occurred shall provide Notice to the defaulting Party.

B. Contents of Notice of Default. The notice of default shall: (i) specify the claimed event of default; and (ii) identify with particularity the provisions of any applicable law, rule, regulation or provision of this Agreement that is claimed to be in default; and (iii) if the City chooses, in its discretion, it may propose a method and time for curing the default which shall be of no less than thirty (30) calendar days duration.

C. Meet and Confer. If any Party gives a notice of default, the Parties shall meet within twenty-one (21) calendar days of the Notice and make good faith effort to resolve the issues specified in the Notice.

D. Mediation. If the Parties are unable to resolve the notice of default after the Meet and Confer provision of Section 5.C, the Parties shall attempt within fifteen (15) calendar days to appoint a mutually acceptable mediator with experience mediating land use and development legal disputes. If the Parties are unable to agree on a single acceptable mediator, they shall each, within fifteen (15) calendar days, appoint their own mediator and such mediators shall, between them, choose the single mediator. The Parties shall split the fees of the chosen mediator, each Party paying 50% of the fees. The chosen mediator shall within fifteen (15) calendar days, review the positions of the Parties regarding the dispute and promptly attempt to mediate the issue between the Parties. If the Parties are unable to reach agreement on the notice of default, the mediator shall notify the Parties in writing of the resolution that the mediator deems appropriate. The mediator's opinion shall not be binding on the Parties.

#### **6. MISCELLANEOUS**

A. Recordation. This Agreement shall be recorded with the Weber County Recorder's Office in the chains of title for the Property; provided, however, upon either (i) recordation of the PD Agreement, or (ii) HWL's failure to obtain fee title to the Subject Area, either Party is authorized to unilaterally execute and record a release of this recorded Agreement.

B. Notices. All Notices, filings, consents, approvals, and other communication provided for herein or given in connection herewith shall be validly given, filed, made, delivered or served if in writing and delivered personally, electronically, or sent by registered or certified U.S. Postal Service mail, return receipt requested, postage prepaid to the addresses listed below each Party's signature below or to such other addresses as either Party may from time to time designate in writing and deliver in like manner ("**Notice**"). Any such change of address shall be given at least ten days before the date on which the change is to become effective.

C. Authority. The Parties to this Agreement represent that they have full power and authority to enter into this Agreement, and that all necessary actions have been taken or consents received to give full force and effect to this Agreement. If any Party hereto is not an individual and is an entity, such Party represents and warrants it is fully formed and validly existing under the laws of the State of Utah, and that it is duly qualified to do business in the State of Utah and is in good standing under applicable state laws. HWL and City warrant to each other that the individuals executing this Agreement on behalf of their respective Party are authorized and empowered to bind the Party on whose behalf each individual is signing. HWL represents to City that by entering into this Agreement, HWL has bound all persons and entities having a legal or equitable interest to the terms of this Agreement as of the Effective Date.

D. Entire Agreement. This Agreement, together with the Exhibits attached hereto, documents referenced herein, excluding the PD Agreement that has not yet been negotiated and finalized, and all regulatory approvals given by City for the Subject Area contain the entire Agreement of the Parties with respect to the subject matter hereof and supersede any prior promises, representations, warranties, inducements, or understandings between the Parties which are not contained in such Agreements, regulatory approvals, and related conditions.

E. Amendment. This Agreement may be amended in whole or in part with respect to all or any portion of the Property by the mutual written consent of the Parties or by their successors-in-interest or assigns. Any such amendment of this Agreement shall be subject to the approval of the Riverdale City Council and shall be recorded in the official records of the Weber County Recorder's Office.

F. Severability. If any of the provisions of this Agreement are declared void or unenforceable, such provision shall be severed from this Agreement. This Agreement shall otherwise remain in full force and effect provided the fundamental purpose of this Agreement and HWL's ability to complete the development of the Subdivision as set forth herein is not defeated by such severance.

G. Governing Law. The laws of the State of Utah shall govern the interpretation and enforcement of this Agreement. The Parties shall agree that the venue for any action commenced in connection with this Agreement shall be proper only in a court of competent jurisdiction located in Weber County, Utah. The Parties hereby expressly waive any right to object to such choice of law or venue.

H. Remedies. If any Party breaches any provision of this Agreement, the non-defaulting Party shall be entitled to all remedies available both at law and in equity.

I. Attorney's Fees and Costs. If any Party brings legal action either because of a breach of this Agreement or to enforce a provision of this Agreement, the prevailing Party shall

be entitled to reasonable attorney's fees and court costs.

J. Binding Effect. The benefits and burdens of this Agreement shall be binding upon and shall inure to the benefit of the Parties and their respective heirs, legal representatives, successors in interest and assigns. This Agreement shall be incorporated by reference in any instrument purporting to convey an interest in the Property.

**REMAINDER OF PAGE LEFT BLANK.**

**SIGNATURES ON FOLLOWING PAGES**



**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be duly executed on the Effective Date above.

**CITY:**

Riverdale City,  
a Utah Municipal Corporation

By: \_\_\_\_\_  
Braden Mitchell, Mayor

**ATTEST:**

\_\_\_\_\_  
City Recorder

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney

**Mail Notices to:**

Riverdale City  
Attn: Brandon Cooper  
4600 S. Weber River Drive  
Riverdale, Utah 84405  
[bcooper@riverdaleutah.gov](mailto:bcooper@riverdaleutah.gov)  
801.394.5541

**HWL:**

Henry Walker Land, LLC

a Utah limited liability company

By: \_\_\_\_\_

Its: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

**Mail Notices to:**

Henry Walker Land, LLC

Attn: Chad Bessinger & Luke Martineau

1216 W. Legacy Crossing Blvd, Suite 300

Centerville, Utah 84014

[luke@fisherco.com](mailto:luke@fisherco.com)

[chad@fisherco.com](mailto:chad@fisherco.com)

801-335-8500

STATE OF UTAH )

:SS

COUNTY OF WEBER )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2026, personally appeared before me, Owen Fisher, whose identity is personally known to me (or proved to me on the basis of satisfactory evidence) and who by me duly sworn/affirmed, did say that he is the manager of J.Fisher Companies, LLC, a Utah limited liability company, the manager of Henry Walker Land, LLC, a Utah limited liability company, and that the foregoing document was signed by him in behalf of said limited liability companies, and that said Owen Fisher acknowledged to me that said limited liability companies executed the same.

Witness my hand and official seal.

\_\_\_\_\_  
Notary Public





**EXHIBIT B**  
**AGREEMENT FOR DEVELOPMENT OF LAND**  
Concept Plan





**MOTION:** Commissioner Bowthorpe moved to forward a positive recommendation to city council for the zoning map amendment as requested subject to the information found in the staff report, and based on the following findings:

- The applicant has provided sufficient justification for the proposed amendment
- The proposed amendment is harmonious with the overall character of existing development in the vicinity of the subject property.
- The proposed amendment is consistent with the goals, objectives, and policies of the General Plan, as amended.
- The proposed amendment will not adversely affect adjacent property or the public health, safety, or welfare of the community.
- Facilities and services intended to serve the subject property are adequate, including, but not limited to, roadways, parks and recreation facilities, police and fire protection, schools, stormwater drainage systems, water supplies, and wastewater and refuse collection.
- The developer/owner is willing to enter into an Agreement for the Development of Land.

Commissioner Anderson asked if anything can be specified in the agreement. Mr. Cooper said amendments could be made based on objective standards. In consideration of this, Commissioner Anderson was reluctantly in favor with the development agreement, as it gives the city a say and if this development does not move forward, the zone would revert to the current zone.

**SECOND:** Commissioner Henstra

Commissioner Bowthorpe:	Yes
Commissioner Francis:	No
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes
Commissioner Hilton:	No
Commissioner Hermann:	Absent

Motion carries with 3 in favor, 2 against, 1 absent

6. **\*\*Consideration to approve the preliminary Burrows Subdivision, a 2-lot residential subdivision located at 937 West 4400 South, as requested by Bruce Burrows\*\***

**MOTION:** Commissioner moved to approve the preliminary Burrows Subdivision as requested by Bruce Burrows, based on the findings presented: the application complies with all applicable objective land use regulations of the Riverdale City Code and Utah code title 10 chapter 20, subject to the conditions listed in the staff report, and to authorize administrative approval of the final plat upon satisfaction of those conditions.

**SECOND:** Commissioner Bowthorpe

Commissioner Bowthorpe:	Yes
Commissioner Francis:	Yes
Commissioner Anderson:	Yes
Commissioner Henstra:	Yes
Commissioner Hilton:	Yes
Commissioner Hermann:	Absent

#### **F. Comments**

#### **G. Adjournment**

As there was no further business to discuss, Commissioner Bowthorpe moved to adjourn. Commissioner Francis seconded the motion. All were in favor and the Planning Commission meeting adjourned at 8:31 p.m.

Date Approved:



## City Council Executive Summary

For the Council meeting on: January 21, 2026

### Summary of Proposed Action

(X)	Review	Discussion and action about the Council Rules and Procedures. (CRP)
( )	Approve	

### Requested By

Petitioner(s): City Administrator/Attorney, Steve Brooks

### Summary of Supporting Facts & Options

Our Rules state that we required to review these when we have elections (every two years) in order to keep them current and in conformity with how we do things as a City Council.

I have included them in the packet as a reminder but listed it only as a discussion at this point in case you want to discuss it at the meeting and to give you time to review them. We will set them for an Action item at our next meeting.

### Legal Comments - City Attorney

\_\_\_\_\_  
Steve Brooks, Attorney

### Fiscal Comments - Treasurer/Budget Officer

\_\_\_\_\_  
Cody Cardon, Treasurer

### Administrative Comments - City Administrator

\_\_\_\_\_  
Steve Brooks, City Administrator