

# River Heights City

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## River Heights City PLANNING COMMISSION AGENDA

**Tuesday, January 13, 2026**

Notice is hereby given that the River Heights Planning Commission will hold its regular meeting beginning at **6:30 p.m.**, anchored from the River Heights City Office Building at 520 S 500 E.

Pledge of Allegiance

Welcome Anna Lisa Davidson to Planning Commission

Adoption of Previous Minutes and Agenda

Nomination and Appointment of Chair and Vice Chair for 2026

Public Comment on Land Use

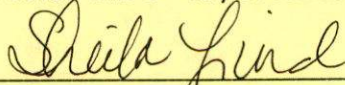
Review Sign Ordinance Recommendations

Discuss External Auxiliary Dwelling Unit (ADU) Information

Review Discrepancies Between Approved Transportation Plan and Present General Plan

Adjourn

Posted this 8<sup>th</sup> day of January 2026



Sheila Lind, Recorder

Attachments for this meeting and previous meeting minutes can be found on the State's Public Notice Website ([pmn.utah.gov](http://pmn.utah.gov)) and at [riverheights.gov](http://riverheights.gov).

In compliance with the American Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Sheila Lind, (435) 770-2061 at least 24 hours before the meeting.

# River Heights City

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## River Heights City Planning Commission Minutes of the Meeting January 13, 2026

Present: Commission members: Noel Cooley, Chairman  
Anna Lisa Davidson  
Keenan Ryan  
Susan Rasmussen  
Councilmember Mark Malmstrom  
Recorder Sheila Lind  
Excused Commissioner Troy Wakefield  
Others Present: Brittany Cascio

### Motions Made During the Meeting

#### Motion #1

Commissioner Ryan moved to “approve the minutes of the October 14, 2025, Commission Meeting, as well as the evening’s agenda.” Commissioner Rasmussen seconded the motion, which carried with Cooley, Davidson, Rasmussen, and Ryan in favor. No one opposed. Wakefield was absent.

### Proceedings of the Meeting

The River Heights City Planning Commission met at 6:30 p.m. in the Ervin R. Crosbie Council Chambers on January 13, 2026.

#### Pledge of Allegiance

Welcome Anna Lisa Davidson to Planning Commission: Commission Cooley expressed appreciation for Ms. Davidson’s willingness to serve on the Commission. He also expressed appreciation for past Commissioner Heather Lehnig’s service

Adoption of Prior Minutes and Agenda: Minutes for the October 14, 2025, Planning Commission Meeting were reviewed.

**Commissioner Ryan moved to “approve the minutes of the October 14, 2025, Commission Meeting, as well as the evening’s agenda.” Commissioner Rasmussen seconded the motion, which carried with Cooley, Davidson, Rasmussen, and Ryan in favor. No one opposed. Wakefield was absent.**

Nomination and Appointment of Chair and Vice Chair for 2026: Commissioner Cooley said he felt it was time for someone else to take the position of chairman. He opened nominations. Commissioner Rasmussen nominated Commissioner Ryan to serve as chair. Commissioner Cooley seconded the nomination. Commissioner Ryan expressed appreciation to Commissioner Cooley and

asked if he would assist him when necessary. Mr. Cooley agreed and said he planned to continue as an active participant on the Commission. All were in favor of Commissioner Ryan as chair.

Commissioner Ryan nominated Commissioner Cooley as vice chair and Commissioner Rasmussen seconded it. Commissioner Cooley agreed and all were in favor.

Public Comment on Land Use: There was none.

Review Sign Ordinance Recommendations: Commissioner Cooley explained that the City Council was confused by the difference between temporary and portable signs and sent the document back to them for clarity. Commissioner Cooley suggested someone on the commission look at other city sign ordinances and come back with a recommendation. They wanted to allow the church and elementary to have larger signs, but not residences. Commissioner Ryan felt that in some cases it could be better not to get too specific.

Commissioner Rasmussen agreed to do some research and come back with suggestions.

Discuss External Auxiliary Dwelling Unit (ADU) Information: Commissioner Ryan asked Council member Malmstrom the basis for why this topic had come up. Mr. Malmstrom said a few citizens had asked about ADUs. He was aware that the city had concerns about parking and additional impervious surface on a lot. He noted the housing situation at this time would be favorable to allow them. The state didn't require cities to allow them, yet.

Commissioner Cooley felt they should at least have some discussions and decide what they might want to allow. He had looked at surrounding cities codes and found North Logan and Hyde Park's codes were simpler and easy to understand. He reminded that he had sent an email to the commissioners which listed ideas of things to address, which he reviewed. Maximum and minimum structure size would be important. Tiny homes were usually 400 square feet. He suggested that water and sewer connections come off the main home's connection, which was common in other cities. They could address the percentage of lot space the ADU could take up. Setbacks would need to be addressed. He suggested an ADU be required to provide one additional parking space and not be off-street. The home and ADU must be owned by the same person and that person needed to reside on the lot in either dwelling. He suggested discussing whether the ADU could be built as a top story to an existing building. He suggested the ADU be required to have the appearance of the primary building from the street view. Occupancy limits should also be discussed.

Commissioner Ryan suggested each of them look at other city codes to determine what they would want to address. He wanted to start with a template from another city. Councilmember Malmstrom said he could have AI generate a sample.

Commissioner Ryan asked if they felt ADUs were a need. Commissioner Davidson said she and her husband had discussed the possibility before.

Commissioner Cooley's rough guess was that an ADU would take about 2600 square feet out of a property and therefore suggested they be allowed only on a minimum 12,000 square foot lot (not specified by zone).

Discussion was held on tiny homes. Commissioner Cooley suggested they require a permanent foundation. They agreed that some tiny homes were attractive and well done and didn't resemble a camp trailer.

Review Discrepancies Between Approved Transportation Plan and Present General Plan:

Commissioner Cooley said he realized that the City Council had not yet approved the General Plan transportation section. He learned that Horrocks (engineers) was ready to present their final version to the Council. Once the council passed it, there would be some discrepancies with the General Plan.

89 He suggested that a commissioner make comparisons between the latest version of the  
90 transportation plan and the transportation section of the city's current General Plan to determine the  
91 differences. Commissioner Cooley was willing to take the assignment. Mr. Cooley pointed out that  
92 the only roads in River Heights that qualified as collector roads were 600 East, 600 South, and 100  
93 East, based on actual width.

94 Commissioner Cooley reminded that the commission chair was also head of the DRC, which  
95 for him had included setting up meetings and getting minutes approved. He would call the meeting to  
96 order and then turn the time over to the city engineer.

97 Commissioner Ryan asked the status of the Heritage development (east of the LDS Church).  
98 Commissioner Cooley informed that the city attorney sent them a letter stating River Heights City  
99 would not be taking ownership of 600 East and that they would need to work with the County on  
100 access permission.

101 Commissioner Cooley suggested that Commissioner Ryan check in with Engineer Rasmussen  
102 for his comments on the Senior Citizen Development Code, to get that moving along again.

103 The meeting adjourned at 7:25 p.m.

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107 \_\_\_\_\_  
Sheila Lind, Recorder

108 \_\_\_\_\_  
109 Keenan Ryan, Commission Chair

**TITLE 10  
CHAPTER 16  
SIGNS**

**SECTION:**

- 10-16-1: Signs Regulated
- 10-16-2: Temporary Signage
- 10-16-3: Home Occupation Signage
- 10-16-4: Commercial Signage
- 10-16-5: Political Signage
- 10-16-6: Portable Yard Signs
- 10-16-7: Compliance in Question

**10-16-1: SIGNS REGULATED**

Signs are regulated as stated in this chapter. In each instance the following restrictions apply:

- A. Location: All signs shall maintain a clear view of intersecting streets as provided in 10-13-15.
- B. Height: In every case, signs located in the front or side yards on a corner lot shall not be higher than two feet (3').
- C. Animation and intermittent signs are not allowed.

**10-16-2: TEMPORARY SIGNAGE**

- A. Policy: It is the policy of the city, to restrict the use of temporary signage. Temporary signage has a place in the community for specialized purposes, such as announcing properties for sale or lease, upcoming events, yard sales, construction activities, or making political or ideological statements.
- B. Regulations:
  - 1. Size: Temporary signs shall not exceed three (3) square feet of area on the exposed sign face.
  - 2. Location: Temporary signs are permitted in any zone, provided they are located on private property, except for portable yard signs (10-16-6). On vacant lots, where there is no structure, no part of the sign shall be located outside of the property boundary.
  - 3. Height: No portion of the sign shall extend more than six feet (6') above the existing ground level at the location of the sign. Mounting devices may extend above the sign by not more than six inches (6").
  - 4. Number: Only one temporary sign is permitted on any one parcel of property except during election time (see 10-16-5).

**10-16-3: HOME OCCUPATION SIGNAGE**

- A. Current Home Occupation License Required
- B. Limit of One (1) Sign
- C. Sign Must be Attached to the Dwelling (or accessory building where the home occupation is housed).
- D. Size Restricted to Two-by-Two Feet (2'x2')

**10-16-4: COMMERCIAL SIGNAGE**

- A. Permits Required: Regardless of cost, no sign shall be erected or placed within the city

without first making application for and obtaining a building permit. Construction or placement of a sign shall not be commenced until all approvals and permits have been obtained.

- B. Size:
  - 1. 30% of one façade for wall signs. Two wall mounted signs maximum.
  - 2. 300 square feet for all freestanding signs. One freestanding sign per parcel.

#### **10-16-5: POLITICAL SIGNAGE**

- A. Location: May be placed only on private property with permission of the property owner.
- B. Number: For sixty (60) days preceding a primary, general or special election, up to three (3) temporary signs may be placed on any one parcel of property.
- C. Size: There are no size restrictions on political signs if the sign(s) do not obstruct protected sight triangles (10-13-15) or otherwise cause unsafe conditions.

#### **10-16-6: PORTABLE YARD SIGNS**

- A. Location: Yard signs may be located on the property to which the sign pertains, keeping within 10-16-1. Off-site yard signs may be located within the public right of way, but not within the paved area of any street, and not on any sidewalk.
- B. Size: Yard signs shall not exceed three (3) square feet in area on any sign face, but may be double sided, awning or A-frame type construction, for a total sign area of six (6) square feet.
- C. Time Limit: Yard signs shall be displayed only immediately prior to and during the event, yard sale, or open house in progress, and shall be removed at sundown. Yard signs may not be displayed for more than seventy-two (72) hours continuously. Signs not removed after seventy-two (72) hours of display are deemed refuse and the owner or erector of the sign could be subject to a Class B misdemeanor for littering.

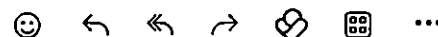
#### **10-16-7: COMPLIANCE IN QUESTION**

For any sign(s) where compliance is in question or where the requirements as set forth in this chapter do not address specific criteria, the City Council shall have the authority to approve or deny permission of said sign.



## ADU and sign concerns

NC Noel Cooley&lt;nhcooley@comcast.net&gt;



To: Heather Lehnig; Keenan Ryan; Susan Rasmussen; Troy Wakefield

Mon 12/1/2025 9:56 AM

Cc: Sheila Lind; Mark Malmstrom

All,

At the last council meeting, the sign ordinance was returned to the planning commission for further clarification. The main concern was what was the difference between temporary and portable signs. Also that there was not an allowance for 32 sq ft signs. I told them we would take a look at that next year but giving you a heads up so you can be looking and thinking how to change/revise it.

Also this next meeting I would like to discuss some ideas about external ADU's and what we would want to see in a code if we were agreeable to allow them in River Heights. So these are some of the things we would have to decide on. If there are more items, we can add them to the list. List in not in order of importance.

1. Minimum size of ADI
2. Water/sewer connections
3. Billing
4. Minimum size lot
5. Parking
6. Access to ADU
7. Minimum rental time
8. Owner requirements
9. Setbacks
10. Conditional Use required?
11. License required?
12. Structural appearance
13. Occupancy limit
14. Zoning (where to allow it)

Review Mark Malmstrom's email about ADUs and Utah code. I don't believe that we are required by state code yet but it seems that it could in the very near future. Also where in River Heights would ADU be able to apply, especially to have connections to sewer mains.

Give it some thought so we can at least get a feeling of the commission and what directions we should consider.

Thanks,

Noel

Reply

Reply all

Forward