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2                   **COUNTY OF SEVIER CITY OF RICHFIELD**

3                   At the Planning Commission

4                   In and for said City  
5                   January 7, 2026

6                   Minutes of the Planning Commission of Richfield City, Sevier County, Utah, on Wednesday,  
7                   January 7, 2026, at the Richfield City Center, Richfield, Utah, commencing at 6:00 p.m.

8                   Chairman Pro temp Blaine Breinholt presiding

9

10                  1.        Roll Call - **Roll Call.**

11                  **Present:** Blaine Breinholt, Ray Terry, Wes Kirshner, May Anderson, Wayne Cowley.

12                  **Excused:** Josh Peterson, Roxanne Bobo.

13

14                  2.        Public Hearings –

15                  a.        Accept public comment on proposed amendments to the Richfield City General Plan and  
16                   a proposed zone change from RM-11 to CS Commercial Shopping for property located at 168  
17                   East 500 North (parcel 1-46-52). The public hearing was opened at 6:01 p.m.

18                  Chairman Pro Temp Breinholt asked if this is Tim Munz's property. It is.

19                  Deputy Clerk Anderson pulled the property up on the county plat map. He also pulled up the  
20                   zoning map, showing the property to be in the RM-11 zone and where the nearest commercial  
21                   zone to the property is located. Commercial property is located to the north of the area  
22                   proposed for a rezone, across 500 North.

23                  Commissioner Kirshner asked if the purpose is just to store equipment on the property, like  
24                   Munz is currently doing. Deputy Clerk Anderson explained that Munz is interested in building a  
25                   shop on the property for fabricating rain gutters. If the rezone is approved, Munz would have to  
26                   adhere to the commercial zone development standards.

27                  Chairman Pro Temp Breinholt asked if anyone from the public has any comments.

28                  Commissioner Cowley asked why the zone change would be needed. The proposed use just isn't  
29                   allowed in the current zone, even on a conditional use basis.

1 Hearing no commentary from the public, Chairman Pro Temp Breinholt closed the hearing at  
2 6:03 p.m.

3 3. Administrative actions

4 a. Consider recommending approval of proposed amendments to the Richfield City  
5 General Plan and a proposed zone change from RM-11 to CS Commercial Shopping for property  
6 located at 168 East 500 North (parcel 1-46-52). **Motion:** Table until a later date when Munz is  
7 able to address the commission, **Action:** Table, **Moved by** Ray Terry, **Seconded by** Wes Kirshner.

8 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

9 **Yes:** Blaine Breinholt, May Anderson, Ray Terry, Wayne Cowley, Wes Kirshner.

10 **Excused:** Josh Peterson, Roxanne Bobo.

11

12 b. Consider approving a conditional use for a Kelly Crane to build an accessory building, not  
13 incidental, at 461 W 2200 South (A C-1 Use in a RR-1 Zone). Crane said he wants to build a  
14 garage before he builds a house on the lot. He can fit a house on the lot later. No living quarters  
15 in the garage, but he wants a bathroom in it. The lot has powerlines that run across it.

16 Commissioner Cowley asked if the garage would be attached to the eventual home. Crane said  
17 it would remain a detached structure once the home is built. He has plans to build a home on it.

18 Commissioner Terry enquired as to the size of the garage. It will be 50 by 120 feet.

19 Commissioner Anderson asked for clarification on which lot it is. 10:28

20 Crane said he laid out the property to avoid building under a powerline that bisects it  
21 diagonally. He is also keeping the proposed garage seven feet off of the property lines, well  
22 within the City's required setbacks. The lot size was slightly reduced due to an adjustment. It  
23 also falls outside the area's CC and Rs.

24 Commissioner Anderson asked if Crane would have to come to the planning commission for this  
25 if the home was already in place. Deputy Clerk Anderson explained the RR-5 and RR-1 zones  
26 allow for people to build a barn/garage prior to the home being built on a conditional use basis.

27 Russ Horton, one of the neighbors, asked if there is a time limit as to when the home has to be  
28 built.

29 There is not a sunset clause in the ordinance, Deputy Clerk Anderson said.

30 Tyler McKinlay, another resident, said he has concerns with a commercial looking building  
31 being put in the neighborhood.

1 Crane said it is not a commercial building. It is a garage.

2 McKinlay reiterated the concern that there is no time limit on building the home, and said it is a  
3 building that has the appearance of being commercial. McKinlay said he doesn't want to see the  
4 neighborhood continue to go downhill, especially as there is already a problem on the corner  
5 with a person running a body shop and short-term rentals out of camp trailers and other items.

6 Commissioner Anderson asked what Crane's plans are, does he plan on building a home, and is  
7 it going to be in the near future or just eventually?

8 Crane said the plan is to build a home eventually; it could be a year, or it could be three years.

9 Commissioner Anderson said understands the concerns, but if the house were there already,  
10 this wouldn't even come before the planning commission. If the plan for the home were  
11 another 15 to 20 years, it would be a bigger concern.

12 Chairman Pro Temp Breinholt said this isn't an unusual situation.

13 In a traditional R1-10 zone, this wouldn't be allowed. It's only allowed in the two largest lot  
14 zones in the City, Deputy Clerk Anderson said.

15 Horton said he feels the neighbors are upset that they spent a lot of money to build nice homes  
16 out there and they don't want their investment to be denigrated by the construction of a large  
17 industrial looking building. There are already people who are causing they types of problems in  
18 the neighborhood, and this could compound it. His main concern is that a house also be built on  
19 the property. He said he came to the meeting to find the facts, he wanted to know if it was  
20 going to be a commercial thing or for personal items.

21 Crane said his wife is insistent that a house be built there and that they have a plan for making it  
22 happen. He said a pole barn is currently under construction near this site, and his plans would  
23 look much better than that.

24 McKinley said while the pole barn is large, it's not industrial in its appearance.

25 Commissioner Terry asked about CC&Rs in the area. Some lots, like Horton's, were subject to  
26 them, but this lot was not.

27 Crane said he will likely do work on his own personal vehicles in the structure, but it won't have  
28 stuff parked around it like a mechanic's shop. His goal is also to clean up the lot as he moves  
29 forward with the project.

30 Commissioner Anderson said it appears the neighbors are also upset about the other things that  
31 have gone on in the neighborhood.

1 Commissioner Kirshner asked Crane what his intentions are with the rest of the property. Crane  
2 said he will have a drive approach, gravel driveway, cement pads, lawn in front and back, similar  
3 to the neighbor to the south. He can fit a 2,000-foot house on the lot.

4 **Motion:** Approve Kelly Crane to build an accessory building not incidental, at 461 W 2200  
5 South, **Action:** Approve, **Moved by** May Anderson, **Seconded by** Wayne Cowley.

6 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

7 **Yes:** Blaine Breinholt, May Anderson, Ray Terry, Wayne Cowley, Wes Kirshner.

8 **Excused:** Josh Peterson, Roxanne Bobo.

9 c. Tyson Curtis addressed the commission regarding the Pioneer Lane project, which is  
10 planned in two phases of seven units each.

11 Commissioner Terry noted that the project was discussed at the previous month's meeting, with  
12 several suggestions provided.

13 Commissioner Kirshner asked what had changed since the last meeting, as the number of units  
14 remained the same.

15 Curtis responded that his team had spent considerable time and resources revising the design,  
16 including meetings with the City both on-site and in the office. He stated that the project  
17 complies with all applicable City ordinances.

18 Commissioner Anderson asked when the application was submitted. Curtis indicated it was  
19 submitted the day before the November planning commission meeting, which coincided with  
20 the start of discussions on RM-11 development standards amendments. Commissioner  
21 Anderson noted that while the project may meet current ordinances, it did not reflect the plan  
22 the commission wanted to approve previously, and she expressed concerns.

23 Curtis requested clarification regarding which ordinance the project did not comply with.

24 Commissioner Anderson explained that her concern is how the project serves the City of  
25 Richfield.

26 Curtis described current rental demand in Richfield City, noting he recently turned away 22  
27 prospective tenants. He stated that unless the City expands, increased density is necessary. He  
28 emphasized that the project complies with all ordinances and compared it to Centennial Plaza,  
29 noting improvements such as a 23-foot driveway with sidewalks for additional visibility and  
30 traffic flow, versus a 20-foot driveway with no sidewalk at Centennial Plaza.

31 Commissioner Kirshner expressed that Centennial Plaza is not a model development, citing  
32 traffic circulation issues, though he acknowledged the adjacent park as a mitigating feature.

1 Curtis confirmed that the design has received written approval from the fire chief and White's  
2 Sanitation. He welcomed the potential addition of a park and referenced comparable  
3 developments in Parowan and Ephraim. He highlighted additional parking spaces and a new  
4 playground within the common area. Curtis also noted that his brother, a developer in North  
5 Carolina, suggested enhancements to improve the site's functionality, and he expressed no  
6 concerns regarding line-of-sight issues.

7 Commissioner Terry inquired about the retention pond size. Curtis explained that it must remain  
8 as designed to comply with the engineering study. Deputy Clerk Anderson clarified that the  
9 pond size is based on percolation rates and other factors.

10 Curtis provided project details: the homes will be approximately 1,400 square feet, with three  
11 bedrooms and two bathrooms. Units are anticipated to sell for approximately \$325,000 each,  
12 targeting young families as a stepping-stone housing option.

13 Commissioner Anderson asked whether the project could adhere to the same standards as the  
14 RM-11 amendments. While acknowledging the price point as fair, she expressed concern that  
15 the design appears to maximize unit count at the expense of community compatibility.

16 Curtis explained that pricing reflects City zoning and noted that the first 10 units would yield no  
17 profit.

18 Commissioner Kirshner observed that some profitability remains in the project.

19 Commissioner Terry emphasized that the project meets City requirements; any dissatisfaction  
20 should prompt ordinance adjustments, rather than withholding approval. Deputy Clerk  
21 Anderson noted that prior RM-11 and RM-24 projects provided lessons for the City, citing Eagle  
22 View and Smith's apartments. Curtis has accommodated improvements such as the playground  
23 to enhance the development.

24 Deputy Clerk Anderson asked about lot widths; Curtis stated that lots would be 22 feet wide,  
25 below the 40-foot width in the proposed code. Commissioner Anderson requested attorney  
26 guidance on applicable standards and suggested the possibility of tabling the item.

27 Curtis noted that the City would need to accommodate loan carrying costs. Commissioner  
28 Kirshner inquired about waste collection; Curtis confirmed individual garbage cans for each unit  
29 rather than a shared dumpster. Commissioner Cowley asked about an HOA; Curtis confirmed  
30 one will be established.

31 Commissioner Anderson stated she does not fully support the concept but acknowledged  
32 differing opinions among commission members. Curtis noted that the adjacent property owner  
33 has committed to straightening the property line.

1 Commissioner Terry expressed that, despite personal preferences, he feels obligated to approve  
2 the project if requirements are met. Chairman Pro Temp Blaine Breinholt clarified that the  
3 planning commission is the final land-use authority for this property, and the project will not  
4 proceed to the City Council. **Motion:** Approve the development subject to completion of the  
5 technical requirements, **Action:** Approve, **Moved by** Ray Terry, **Seconded by** Blaine Breinholt.

6 **Vote:** Motion passed (**summary:** Yes = 3, No = 2, Abstain = 0).

7 **Yes:** Blaine Breinholt, Ray Terry, Wayne Cowley.

8 **No:** May Anderson, Wes Kirshner.

9 **Excused:** Josh Peterson, Roxanne Bobo.

10

11 4. Minutes Approval

12 a. Approve the minutes of the Dec. 3, 2025 meeting. **Motion:** Approve the minutes of the  
13 December 3, 2025 meeting, **Action:** Approve, **Moved by** Ray Terry, **Seconded by** Wes Kirshner.

14 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

15 **Yes:** Blaine Breinholt, May Anderson, Ray Terry, Wayne Cowley, Wes Kirshner.

16 **Excused:** Josh Peterson, Roxanne Bobo.

17

18 b. Approve the minutes of the November 5, 2025 meeting. **Motion:** Approve the minutes  
19 of the November 5, 2025 meeting, **Action:** Approve, **Moved by** May Anderson, **Seconded by**  
20 Wayne Cowley.

21 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

22 **Yes:** Blaine Breinholt, May Anderson, Ray Terry, Wayne Cowley, Wes Kirshner.

23 **Excused:** Josh Peterson, Roxanne Bobo.

24

25 5. Discussion Items – Proposed RM-11 Development Standards Amendment (Ordinance  
26 No. 2026-2) Review and discussion of a proposed ordinance amending Table 31-3 (Development  
27 Standards for Residential Districts) of the Richfield City Zoning Ordinance to clarify and revise  
28 RM-11 zoning standards, including lot size, density, setbacks, open space requirements, building  
29 height, and spacing between structures. The proposal also includes related definition updates in  
30 Chapter 17.23 (open space, usable open space, setbacks, and yards).

1 Kendall Welch, contracted planner with Jones & DeMille, helped draft the proposed ordinance,  
2 amending the RM-11 standards and addressed the commission via Zoom link. She said draft she  
3 created may not have all the correct values in it, but is intended to be a starting place for the  
4 discussion.

5 One thing addressed is that RM-11 doesn't specifically address town homes when it comes to  
6 minimum lot width. Currently the ordinance has the minimum lot width in the RM 11 zone at  
7 70-feet wide, but that doesn't work with a town home or other housing products. The draft is  
8 also addressing things that are routinely run into during plan reviews. Items like lot smaller lot  
9 width are currently addressed through development agreements. The goal of this is to outline  
10 those parameters on this sheet so that you the City has a little bit of guidance.

11 The first category to look at is the minimum lot size. Currently it is 8,000 square feet for the first  
12 unit or a single unit and 3,500 square feet for each additional unit. There should be some clarity  
13 to what those sizes mean and what uses they are applied to. The City should also consider what  
14 minimum lot size is for different housing products, as well as for institutional uses.

15 Deputy Clerk Anderson said development that was discussed earlier in the meeting would  
16 actually fit the proposed open space requirement.

17 Welch said she has a 4,000 square feet value listed for townhomes for a minimum lot size, but  
18 that's probably on the larger end. She looked at some of the other town home developments,  
19 which ranged in size. The Planning Commission should really focus in and see which ones work  
20 the best aesthetically to determine what the best value is to plug into the ordinance.

21 Another item Welch addressed was the Maximum Project size. 56:44

22 Deputy Clerk Anderson said that would determine the maximum size of an RM-11 development.  
23 He said Chairman Josh Peterson suggested a maximum size of six acres.

24 Commissioner Anderson asked about minimum lot size, clarifying that the first unit would  
25 require some 8,000 square feet, while the second unit would require an additional 3,500 square  
26 feet. She also asked what the difference is between a two-family dwelling unit and a twin  
27 hometown home?

28 Welch said what she's calling a twin home is a single structure with two units with a fire wall  
29 between them with separate yards. Some communities call them single family attached, but  
30 they don't have to be called that. Welch also put a footnote in, explaining that some of the units  
31 were completed with a PUD or development agreement.

32 Welch said the maximum project size probably shouldn't apply to institutional uses like schools  
33 and churches, but that has to be cleaned up.

1 Also, there is a cap in the total number of units, which is currently at 46. That number was for  
2 when there was a proposed cap of five acres. This next item covered is the minimum distance  
3 between property boundaries, which is based on the same limits in the RM-24 zone. Currently  
4 the restrictions only account for distance requirements for projects that are up to three acres,  
5 and it needs to account for up to six acres if projects up to that size are allowed.

6 As far as lot width goes, it was likely set with what was sufficient for a single-family dwelling in  
7 mind, Welch said. When dealing with an apartment building, 70 feet wide probably makes  
8 sense, but not for a townhome. Welch used 40-feet as a starting point, which might be on the  
9 on the large side. Welch said the width could be smaller than 40 feet, it really just needs to be  
10 what is feasible. The project discussed earlier was 23 feet wide, so in that case 40 feet might be  
11 too restrictive on town homes, Deputy Clerk Anderson said.

12 Welch said developers always had the ability to go to the development agreement route if they  
13 want something smaller. Currently all townhomes are done through a development agreement,  
14 so some of the modifications to the code may help reduce the number of development  
15 agreements the City has to enter into.

16 Commissioner Kirshner said these standards would give developers something to look at before  
17 they spend money on design and engineering. Then they will know what is expected, and it  
18 becomes an easier process.

19 Tyson Curtis said it needs to be able to accommodate a garage without it looking just like a  
20 garage, but 40-feet might make it unfeasible.

21 Commissioner Anderson asked what the smallest the City would be amenable to. She said she  
22 could support 30 or 35 feet in width, but 40 would be too big. The question is when does the  
23 City want the developers to come and go. Holding the width at 30 would essentially add 6 feet  
24 to what was discussed earlier in the evening.

25 Commissioner Kirshner asked what other communities are doing, and what's the average other  
26 places are using.

27 Commissioner Cowley said one he his familiar with in Cedar City is almost exactly what was  
28 shown in Parowan.

29 Welch said Roosevelt City did a lot of work upgrading their code and landed at 40-foot minimum  
30 width. There is frequently 35 feet used. Some use as low as 25 feet, which creates a wide range  
31 to consider.

32 Commissioner Kirshner asked what is the aesthetic look the City is aiming at. Commissioner  
33 Cowley added that most townhomes seem to be similar in look and design.

1 Commissioner Anderson said this is why there is a maximum project size to encourage different  
2 housing types. Commissioner Kirshner added he would rather see it at 35. If there is an odd lot  
3 like Pioneer Lane, then you come before the planning commission and plead their case. Kirshner  
4 favors that rather than setting it at 30 feet and having every lot in town have something like this  
5 on it.

6 Tyson Curtis suggested that from a symmetry standpoint, a typical garage is 16 feet wide and a  
7 home that doesn't look like it is majority garage is more desirable, so perhaps 32-feet would be  
8 a good compromise.

9 Welch tried to outline some the proposed changes as well as address some of the issues that  
10 have been run into during the development review process.

11 If some of these perimeters are set, and developers meet them, it eliminates the need for a  
12 development agreement, Deputy Clerk Anderson said.

13 Looked at some of the variables to get everyone thinking about what values need to be in here.  
14 Want the PC to focus in a little bit, and see what we are aiming for.

15 Tyson Curtis the minimum size is determined by the maximum size of the lots.

16 Commissioner Cowley said the price structure on Pioneer Lane is approximately \$232 per  
17 square foot. You'll be adding 1,000 more square feet and it's at \$500,000. He said it is disturbing  
18 that these are starter homes. His grandchildren who live in a townhouse type development,  
19 when they visit all they want to do is be outside on Christmas Day, even when it is cold. Killing  
20 two birds with one stone. If they are too wide, they won't be able to build and sell them.

21 Commissioner Anderson said the question is how to balance the affordability with the width.  
22 The City should define a width that would be acceptable on a regular basis so that every single  
23 developer doesn't ask for an exclusion.

24 Commissioner Cowley asked if they are 70 feet deep as a rule, if so, its still close to \$500,000 to  
25 sell them.

26 Tyson Curtis said developers favor the long and deep because there is savings in building them  
27 that way. Otherwise you'll make some shallow houses.

28 Commissioner Cowley said it needs to be evaluated from a City standpoint and a contractor  
29 standpoint – what is realistic for both. These are marketed as starter homes, not long-term  
30 homes.

31 Commissioner Kirshner said developers are not going to stop building. At what price per square  
32 foot makes it affordable.

1 It ultimately will come down to money, Commissioner Cowley said. If they can't sell them,  
2 they'll go and try to get subsidized by the government and then turn them into low income  
3 housing.

4 Commissioner Kirshner said there is an entire development that is setting empty right now in  
5 Richfield. It's priced at \$360,000, which isn't far off from the projected \$325,000 Pioneer Lane is  
6 targeting.

7 Chairman Pro Temp Breinholt said our prices are very high.

8 Deputy Clerk Anderson said the duplex development created by TOK Development has lot  
9 widths that are approximately 35-feet, and a townhome should probably be narrower than that.

10 Commissioner Kirshner said 32 seems like a fair number. Welch said it does seem a bit random,  
11 but if it's the right number, then that's what it should be.

12 Tok's is 35 by 116, while River Rock is 38 by 88, Park Retreat is 20 by 58.5, Welch said. We could  
13 write down some of these and do some research, and look at existing developments that have  
14 been approved.

15 Commissioner Terry asked if there is a lot that is eight acres, and they have two acres left on it  
16 after a development, what do they do with what is left over?

17 Deputy Clerk Anderson said they wouldn't be able to build an RM-11 type development on it,  
18 but they could use it for something else.

19 The next issue addressed is open space requirements, which are not currently in RM-11  
20 developments. The question is what to do with is so that it is usable and not just wasted space.

21  Commissioner Anderson asked if parking and driveways are included as part of the open  
22 space. She would like to exclude parking and driveways as open space.

23 Welch said the setbacks need to be thought through for attached products. It's also important  
24 to keep the terminology consistent for administration and developers. The proposed open  
25 space requirement was 25 percent, with 300 feet per housing unit. It may be a good discussion  
26 to ask the development community what they would do to make it usable. Street side setbacks  
27 are also something that needs to be discussed. Usually with yards there is a diagram that  
28 depicts where they are visually.

29 Commissioner Anderson asked if it would be advantageous to include graphics illustrating what  
30 the different types of attached homes look like. It would be something that can be done and  
31 would be appropriate.

1 Commissioner Terry asked about lighting on Pioneer Lane. He said there should be some type of  
2 lighting standard for the driveway.

3

4 6. Other Business –

5 Deputy Clerk Anderson explained that all elected officials in the state of Utah are required to fill  
6 out a conflict of interest disclosure. It is also advisable for all appointed officials to fill one out as  
7 well to preserve transparency. Basically, if you have a financial stake in something, you have to  
8 excuse yourself from the discussion.

9 Next, the planning commission needs to elect a chairman for 2026.

10 Commissioner Cowley motions make Josh Peterson the chairman of the planning and zoning  
11 board.

12 Commissioner Kirshner seconded the motion.

13 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

14 **Yes:** Blaine Breinholt, May Anderson, Ray Terry, Wayne Cowley, Wes Kirshner.

15 **Excused:** Josh Peterson, Roxanne Bobo.

16

17 Deputy Clerk Anderson also discussed the modified standard for rolled curb and gutter. One of  
18 the ones that's been put in doesn't seem to function as intended. The City Engineer is looking at  
19 how to modify to standard so that it works better.

20 Commissioner Kirshner asked where this modified standard will be allowed. It is only in RM-11  
21 zones where driveways are close together. He said this type of curb becomes an issue in his job  
22 as postmaster due to the issues it creates.

23

24 7. Adjournment.

25 **Motion:** Adjourn the meeting, **Action:** Adjourn, **Moved by** Ray Terry, **Seconded by** Wes Kirshner.

26 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

27 **Yes:** Blaine Breinholt, May Anderson, Ray Terry, Wayne Cowley, Wes Kirshner.

28 **Excused:** Josh Peterson, Roxanne Bobo.