

Minutes of the **Regular Session** of the Riverdale City **Planning Commission** held Tuesday, February 24, 2026, at 6:00 p.m., at the Civic Center, 4600 S Weber River Drive., Riverdale City, Weber County, Utah.

Present:

Commissioners: Rikard Hermann, Vice Chair
Colleen Henstra, Commissioner
Alan Bowthorpe, Commissioner
Jason Francis, Commissioner
Laura Hilton, Commissioner
Cody Hansen, Commissioner
Melissa Carey, Commissioner

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

Excused:

Visitors: Jason Thompson
Seth Vining

A. Welcome & Roll Call

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

C. Presentations and Reports

1. Swearing in of new Planning Commissioners Cody Hansen and Melissa Carey
2. Community Development Update

Mr. Cooper reported that the City had received two new administrative conditional use permit applications: one for Overland Tuning at 760 West River Park Drive (auto tuning for major brands) and one for a window and blind cleaning and installation company at 1393 West 5175 South.

He provided updates on the CarMax used car dealership rezone, the AFCU campus construction (five-story building and parking structure advancing, with RDA infrastructure incentive negotiations), the Stringtown master plan (consultant and stakeholder progress; presentation anticipated in March), the Riverside Flats Town Homes pre-application (townhome site plan across from the former Leslie's site), pre-application work for a seven-lot townhome subdivision at 313 West 4400 South, ongoing Title 10 updates, and the Peacock Ridge subdivision (City-owned land being vacated from eight lots to two lots with sale of remainder to the canal company for easement).

D. Consent Items

1. Consideration of Meeting Minutes from:
January 13, 2026 Regular Meeting

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

E. Action Items

1. Commission consideration, nomination, and voting to select Planning Commission Chair and, if necessary, Vice Chair Member.

Nominations were opened for Chair. Commissioner Hermann was nominated by Commissioner Bowthorpe and seconded by Commissioner Francis. No other nominations were received. Commissioner Hermann accepted the nomination. The motion passed unanimously.

Nominations were opened for Vice Chair. Commissioner Henstra was nominated by Commissioner Bowthorpe and seconded by Commissioner Hilton. No other nominations were received. The motion passed unanimously. Rik Hermann will serve as chair and Colleen Henstra will serve as vice chair.

2. Consideration of Final Subdivision Plat and Site Plan application for RiverPark Retail located at 4868 South 1050 West, as requested by Steward Land Company

Brandon Cooper introduced Jason Thompson with AWA and Seth Vining from Steward Land Company and presented the project. It consists of a three-lot subdivision combining portions of existing parcels in the Retail Commercial Park zone. Phase 1, known as Pad A, includes a four-unit retail building with two drive-thrus for Beans and Brews and Tropical Smoothie. Future Pad B is planned for a restaurant with drive-thru, and Pad C is planned for a tire shop. The project provides infrastructure, parking, and connections including to the Sam's Club parking lot with phasing designed to minimize disruption.

Mr. Cooper reviewed compliance with Retail Commercial Park zone objectives for unified development, urban character, connectivity, and visual harmony. The proposal meets all objective standards for lot configuration, setbacks, streets, technical requirements, fire access, and infrastructure. Special considerations included headlight screening berms along 1050 West, water-wise landscaping with no turf in park strips per current ordinance, double drive-thru queuing with concrete separation and signage, phased parking and stormwater management with asphalt rolled curbs, and architectural elevations reviewed by the Design Review Committee.

MOTION: Commissioner Hansen moved to forward recommendation for approval of Final Subdivision Plat and Site Plan application for RiverPark Retail located at 4868 South 1050 West, as requested by Steward Land Company, subject to the information in the staff report from this meeting. The applicant shall finalize water transfer, public infrastructure improvement guarantee, long-term stormwater maintenance agreement, and UDOT encroachment permit.

SECOND: Commissioner Bowthorpe

Commissioner Henstra: Yes
Commissioner Francis: Yes
Commissioner Carey: Yes
Commissioner Bowthorpe: Yes
Commissioner Hilton: Yes
Commissioner Hermann: Yes
Commissioner Hansen: Yes

Motion passed unanimously.

3. Consideration to set a public hearing to receive public comment on a proposed rezone of property located at 671 W 4400 S, Riverdale, Utah, from R-4 (Residential) to C-3 (General Commercial) to allow for the development of a retail automobile dealership.

Mr. Cooper noted the application for the CarMax dealership on the former Leslie's site and the need for public input.

MOTION: Commissioner Henstra moved to set the public hearing for a proposed rezone and general plan amendment for March 10, 2026.

SECOND: Commissioner Francis

Commissioner Hilton: Yes
Commissioner Hermann: Yes
Commissioner Bowthorpe: Yes
Commissioner Hansen: Yes
Commissioner Francis: Yes
Commissioner Carey: Yes
Commissioner Henstra: Yes

4. Presentation and discussion regarding comprehensive ordinance amendments to Title 10 – Mike Hansen presentation.

Mr. Hansen presented research on neighborhood plans from other Utah cities. He highlighted benefits including better public engagement, more targeted responses to legislative changes, and clearer definitions of neighborhood character and identity. He also discussed potential challenges such as managing neighborhood expectations and ensuring clear boundaries of authority.

He recommended an umbrella approach with a citywide general plan supplemented by subarea or neighborhood plans. He suggested three to four neighborhoods based on geography and existing patterns. Commissioners expressed support for enhanced community engagement and preferred between four and seven neighborhoods. They requested refinement of neighborhood boundaries to better reflect local distinctions such as the East Bench versus South Weber Drive.

The group agreed to use the existing 2023 general plan as the citywide umbrella. Funding would need to come from the general fund since grant timelines do not align. Commissioners directed staff to pursue the neighborhood plans concept, work with administration on funding and scope, and report back.

Comments

1. Planning Commission

Commissioners expressed appreciation for the presentations and provided additional input on neighborhood boundaries and the value of resident engagement.

2. City Staff

Mr. Cooper and Mr. Hansen responded to questions on Title 10 coordination and next steps for neighborhood plans scoping.

F. 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 7:34 p.m.

Date Approved: 3/10/2026