



**RIVERDALE CITY PLANNING COMMISSION AGENDA  
CIVIC CENTER - 4600 S. WEBER RIVER DR.  
TUESDAY – FEBRUARY 26, 2019**

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**6:00 p.m. – Planning Commission Work Session Meeting (City Offices)**

The purpose of the work session is to review maps, plans, paperwork, etc. No motions or decisions will be considered during this session, which is open to the public.

**Planning Commission Work Session Items -Planning Commission Training *to be determined***

**6:30 p.m. – Planning Commission Meeting (Council Chambers)**

**A. Welcome & Roll Call**

**B. Public Comment**

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

**C. Presentations and Reports**

**D. Consent Items**

1. Consideration of Meeting Minutes from:  
February 12, 2019 Work Session  
February 12, 2019 Regular Meeting
2. Consideration to set a public hearing on the March 12, 2019 Planning Commission meeting for the purpose of forwarding a recommendation to the City Council regarding proposed amendments and language addition to Municipal Code 10-13F "Hillside and Slope Protection"

**E. Action Items**

1. Consideration of recommendation to City Council for elected appointment of Vice-chair member of the Planning Commission.  
*Presented by: Mike Eggett, Community Development*

**F. Discretionary Items**

**G. 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 22<sup>nd</sup> day of February, 2019 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> and 4) A copy was also provided to the Standard-Examiner.

Jackie Manning  
Riverdale City Recorder

**RIVERDALE CITY  
PLANNING COMMISSION AGENDA  
February 26, 2019**

**AGENDA ITEM: D**

**SUBJECT:** Consideration to approve meeting minutes.

**PRESENTER:** Jackie Manning, City Recorder

**INFORMATION:**

- a. [February 12, 2019 Planning Commission Work Session](#)
- b. [February 12, 2019 Planning Commission Regular Meeting](#)

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

Minutes of the **Work Session** of the Riverdale City **Planning Commission** held Tuesday, February 12, 2019 at 6:00 p.m., at the Civic Center in the Administrative Offices, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:** Commissioners: Robert Wingfield, Chairman  
Steve Hilton, Commissioner  
Blair Jones, Commissioner  
Kathy Eskelsen, Commissioner  
Amy Ann Spiers, Commissioner  
Rikard Hermann, Commissioner  
Wanda Ney, Commissioner

Excused: Jackie Manning, City Recorder

City Employees: Mike Eggett, Community Development

The Planning Commission Work Session meeting began at 6:02 p.m. Chairman Wingfield welcomed the Planning Commissioners to the Work Session and stated for the record that all were in attendance.

#### **Presentations and Reports:**

Chairman Wingfield turned the time over to Mike Eggett, the Community Development Director who reported the following:

- Quick Quack Car Wash received final approval
- Cycle Gear should be opening soon
- La-Z Boy will have a ribbon cutting shortly
- Site plan forth coming at the old Chevron gas station

#### **Consent Items:**

Chairman Wingfield asked for any changes or corrections to the minutes for January 8, 2019 Regular and Work Session Planning Commission meeting. There were no corrections requested.

#### **Action Items:**

Chairman Wingfield invited discussion regarding the first action item, consideration of Conditional Use Permit request for Superior Automotive Detailing at approximately 860 West Riverdale Road, Suite A-2, Riverdale, Utah; as requested by Brigham Salazar. Mr. Eggett summarized the executive summary and noted the comment made by the public works director, Shawn Douglas. Mr. Douglas expressed concern regarding the water drainage and noted a pollutant separator device in the drain would be required if any water was used for the car detailing. The applicant claims he will not be using water for the car detailing. Mr. Eggett felt the existing building codes would address this concern.

There was a discussion regarding water usage, with an emphasis of concern regarding draining requirements. Mr. Eggett explained the building code, and further explained the public works department would be the enforcement entity if there were any drainage violations. Mr. Eggett explained land use code with regard to conditional use applications.

Chairman Wingfield invited discussion regarding the second action item, (Itemed tabled from January 8, 2019 Planning Commission Meeting) consideration of recommendation to City Council for approval of the Garff-Lesley Small Subdivision request at approximately 671 West 4400 South, Riverdale, Utah; as requested by Matt Garff. Mr. Eggett summarized the executive summary and invited questions. All outstanding items have been addressed, with the exception of the items that are required to be recorded with the plat.

Chairman Wingfield invited discussion regarding the third action item, review and discussion regarding proposed amendments and language addition to Municipal Code 10-13F "Hillside and Slope Protection". Mr. Eggett summarized the executive summary and invited questions. There was a brief discussion regarding the process for ordinance updates in title 10, with an emphasis on the public hearing requirement.

#### **Discretionary Items:**

Commissioner Eskelsen asked about a garbage can issue. Mr. Eggett encouraged Commissioner Eskelsen to contact Angie Pierce with regards to her garbage can concern.

#### **Adjourn:**

Having no further business to discuss the Planning Commission adjourned at 6:23 p.m. to convene into their Regular Planning Commission Meeting located in the Council Chambers.

Minutes of the Regular Meeting of the Riverdale City Planning Commission held Tuesday, February 12, 2019, at 6:30 p.m., at the Civic Center, 4600 S Weber River Dr., Riverdale City, Weber County, Utah.

**Present:** Commissioners: Robert Wingfield, Chairman  
Steve Hilton, Commissioner  
Blair Jones, Commissioner  
Kathy Eskelsen, Commissioner  
Amy Ann Spiers, Commissioner  
Rikard Hermann, Commissioner  
Wanda Ney, Commissioner

City Employees: Mike Eggett, Community Development

Excused: Jackie Manning, City Recorder

Visitors: David Gailey Brigham Salazar  
Sam Bracken Brad Brown

**A. Welcome & Roll Call**

The Planning Commission Meeting began at 6:31 p.m. Chairman Wingfield welcomed everyone to the meeting and stated for the record that all members of the Planning Commission were present, with the exception of Commissioner Hilton who is excused.

**B. Public Comment**

There were no members of the public to comment.

**C. Presentations and Reports**

Chairman Wingfield turned the time over to Mr. Eggett who reported the following:

- Quick Quack Car Wash received final approval
- Cycle Gear should be opening soon
- La-Z Boy will have a ribbon cutting shortly
- Site plan forthcoming at the old Chevron gas station
- Elections for vice-chair at next planning commission meeting

**1. Recognition of outgoing Planning Commissioner, David Gailey.**

Mr. Eggett presented Mr. Gailey with a token of appreciation for his many years of service on the planning commission. Mr. Gailey discussed his years of service for the City. The Planning Commissioners thanked Mr. Gailey for his service.

**2. Welcome new Planning Commissioner, Wanda Ney.**

Chairman Wingfield welcomed new planning commissioner Wanda Ney. Commissioner Ney thanked the commission for the opportunity to serve.

**D. Consent Items**

**1. Consideration of meeting minutes from the Planning Commission Meeting held on January 8, 2019.**

Chairman Wingfield asked for changes or corrections to the Planning Commission meeting minutes for the January 8, 2019 Work Session and Regular Meeting. There were no changes requested.

**MOTION:** Commissioner Eskelsen moved to approve the meeting minutes as written.  
Commissioner Spiers seconded the motion.

There was no discussion regarding this motion.

**CALL THE QUESTION:** The motion passed unanimously in favor of the motion.

66 **E. Action Items**

67  
68 **1. Consideration of Conditional Use Permit request for Superior Automotive Detailing at approximately 860 West**  
69 **Riverdale Road, Suite A-2, Riverdale, Utah; as requested by Brigham Salazar.**

70  
71 Mr. Eggett summarized an executive summary which explained:

72  
73 Mr. Salazar has filed for a conditional use permit to request a new use for an automotive detailing facility, known as  
74 Superior Auto Detailing at approximately 860 West Riverdale Road, Suite A-2. This property is located in a Regional  
75 Commercial (C-3) zone and is within the Adamson Family business park at 860 West. Within the C-3 zone matrix, auto  
76 detailing would seem to fall under the category of "repair including paint, body and fender, brake, muffler, upholstery or  
77 transmission work, provided conducted within completely enclosed building" is established as a conditional use review for  
78 approval by the Planning Commission. This required review allows the Commission to look at any outstanding health,  
79 safety, and welfare concerns that may exist in association with the newly proposed use in the C-3 zone.

80  
81 Following the presentation and discussion of the proposal, the Planning Commission may make a motion to approve  
82 the conditional use request, approve with required conditions or improvements to the plan (as tied to City Code 10-19), or  
83 not approve the conditional use permit request for automotive sales and service at this location with sufficient findings of  
84 fact to support the decision.

85  
86 Title 10 Ordinance Guidelines (Code Reference)  
87 This Conditional Use Permit request is regulated under City Code 10-10A "Commercial Zones (C-1, C-2, C-3)" and 10-19  
88 "Conditional Uses".

89  
90 City staff has briefly discussed the building plan and details with Mr. Salazar regarding this request for an approved  
91 conditional use permit at this location. Items of concern and discussion have been provided in the department staff report  
92 document. The applicant has also provided imagery of the building location and supporting documentation for this  
93 business use. The applicant has stated that he understands the requirements of keeping the detailing shop clean and  
94 maintained and would make every effort to maintain the site in compliance with associated codes and standards for his  
95 industry.

96  
97 The criteria for issuing a Conditional Use Permit approval is as follows (additionally, for more information regarding  
98 this zone please defer to City Code 10-10A):

99  
100 **10-19-5: BASIS FOR REVIEW OF CONDITIONAL USE PERMIT:**

- 101 The planning commission shall review a conditional use permit with evidence presented to establish that:
- 102 A. A conditional use shall be approved if reasonable conditions are proposed or can be imposed to mitigate the
  - 103 reasonably anticipated detrimental effects of the proposed use in accordance with applicable standards.
  - 104 B. If the reasonably anticipated detrimental effects of a proposed conditional use cannot be substantially mitigated by the
  - 105 proposal or the imposition of reasonable conditions to achieve compliance with applicable standards, the conditional use
  - 106 may be denied.
  - 107 C. The proposed use of the particular location is necessary or desirable to provide a service or facility which will contribute
  - 108 to the general well-being of the community; and
  - 109 D. Such use will not, under the circumstances of the particular case and the conditions imposed, be detrimental to the
  - 110 health, safety and general welfare of persons nor injurious to property or improvements in the community, but will be
  - 111 compatible with and complementary to the existing surrounding uses, buildings and structures when considering traffic
  - 112 generation, parking, building design and location, landscaping and signs; and
  - 113 E. The proposed use conforms to the goals, policies and conditions specified in this chapter for such use; and
  - 114 F. That the proposed use conforms to the goals, policies and governing principles and land use of the master plan for the
  - 115 city; and
  - 116 G. The proposed use will not lead to the deterioration of the environment, or ecology of the general area, nor will it
  - 117 produce conditions or emit pollutants of such a type or of such a quantity so as to detrimentally affect, to any appreciable
  - 118 degree, public or private property, including the operation of existing uses thereon, in the immediate vicinity or the
  - 119 community or area as a whole. (Ord. 665, 8-19-2008)

120  
121 General Plan Guidance (Section Reference)  
122 The General Plan has this area listed for Planned Commercial – High uses.

123  
124 Mr. Eggett explained that the comment made by the public works director, would be addressed by the building code.  
125 No business license can be issued without first having the building official review the application.

126  
127 Brigham Salazar, the applicant, invited questions. There was a discussion regarding water usage for the car detailing.  
128 Mr. Salazar explained his lease agreement with the landowner prohibits water usage on the inside of the building. He  
129 stated he understands the Riverdale Ordinance and he will not do any washing on the outside of the building either. The  
130 detailing occurs on the inside of the vehicle. His clientele consists of mainly show vehicles. He stated if the vehicle does

131 need an outside wash, he takes the vehicle to a car wash center, then brings it back for an inside detailing. He uses a  
132 biodegradable spray for the inside of the vehicle, so no water will drip on the inside of the vehicle.

133  
134 **MOTION:** Commissioner Hilton moved to approve the Conditional Use Permit request for Superior  
135 Automotive Detailing at approximately 860 West Riverdale Road, Suite A-2, Riverdale,  
136 Utah; as requested by Brigham Salazar, as proposed. Commissioner Hermann seconded  
137 the motion.  
138

139  
140 There was no discussion regarding this motion.

141  
142 **ROLL CALL VOTE:** Commissioners Wingfield, Hilton, Hermann, Jones, Ney, Eskelsen and Hermann voted in  
143 favor of the motion.  
144 Commissioner Spiers voted in opposition.  
145 The motion carried with a majority vote.  
146

147 **2. (Itemed tabled from January 8, 2019 Planning Commission Meeting) Consideration of recommendation to City**  
148 **Council for approval of the Garff-Lesley Small Subdivision request at approximately 671 West 4400 South,**  
149 **Riverdale, Utah; as requested by Matt Garff.**  
150

151  
152 **MOTION:** Commissioner Jones moved to untable the discussion consideration of  
153 recommendation to City Council for approval of the Garff-Lesley Small Subdivision  
154 request at approximately 671 West 4400 South, Riverdale, Utah as requested by Matt  
155 Garff from the January 8, 2019 Planning Commissioner Meeting. Commissioner Hilton  
156 seconded the motion; and all voted in favor.  
157

158 There was no discussion regarding this motion.

159  
160 **CALL THE QUESTION:** Commissioners Wingfield, Hilton, Jones, Ney, Spiers, Eskelsen and Hermann  
161 all voted unanimously in favor of the motion.  
162

163 Mr. Eggett summarized an executive summary which explained:  
164

165 Matt Garff, as represented by Brad Brown and/or Tyler Knight, has provided an application for a Residential Small  
166 Subdivision Site Plan review for a two-lot subdivision proposal located at approximately 671 West 4400 South and 667 West  
167 4400 South within the Mobile Home Park-Recreational Vehicle Park (Rmh-1) Zone. The proposed subdivision comprises 5.25  
168 acres of land within the proposal.  
169

170 This site plan is being proposed for the two-lot subdivision and subsequent development of a large parking area on the  
171 easternmost lot (Lot 2) in this subdivision. A small portion of Lot 2 will include an off premises large advertising sign  
172 (billboard). The western lot (Lot 1) will continue to exist as a mobile home park. All properties affected by this proposal are  
173 currently owned by Garff Properties Riverdale, LLC.  
174

175 This matter came before the Planning Commission previously on November 27, 2018, December 11, 2018, and January  
176 8, 2019 for review by the Commission. At the conclusion of the three meetings a motion was approved to table the request to  
177 allow more time for the applicant to work through staff concerns. This matter is now back before the Commission for a review  
178 of the updated subdivision and site plan documents.  
179

180 A public hearing is not required to consider this Site Plan proposal. Per Small Subdivision standards of the City Code, the  
181 applicant only needs to receive a Final Subdivision recommendation from the Planning Commission to move forward for City  
182 Council consideration.  
183

184 Following the presentation and discussion of the proposal, the Planning Commission may consider making a motion to  
185 recommend to the City Council final approval of the Garff-Lesley Small Subdivision site plan proposal, recommend approval of  
186 the proposed site plan with any requested modifications, table the matter to allow for further discussion and review, or not  
187 recommend final approval of the Garff-Lesley Small Subdivision site plan. If a recommendation for final approval is provided,  
188 then this matter could move forward to a future Final Small Subdivision and Site Plan approval consideration process with the  
189 City Council.  
190

191 Title 10 Ordinance Guidelines (Code Reference)

192 This Small Subdivision Site Plan review is regulated under City Code 10-21 "Subdivisions", specifically 10-21-12 "Small  
193 Subdivisions; Special Provisions", and is affected by City Codes 10-9G "Mobile Home Park-Recreational Vehicle Park Zone  
194 (Rmh-1)", 10-14 "Regulations Applicable to All Zones", 10-15 "Parking, Loading Space; Vehicle Traffic and Access", and 10-16  
195 "Sign Regulations".

The proposed development parcel is located on property on the western end of 4400 South, currently operated as the Leslie's Mobile Home Park on property currently owned by Garff Properties Riverdale, LLC. The property is located in a Rmh-1 zone and the requested use of an ancillary parking lot is a permitted use in this zone as noted in 10-9G-14 of the City Code.

Attached with this executive summary is a document entitled "Small Subdivision Site Plan Review – Garff-Lesley Small Subdivision"; this is a supplementary document addressing items on the Residential Subdivision Site Plan application document. Also attached, following this executive summary, are comments from the Public Works Director, the Fire Chief, the Police Chief, and contracted City Engineer. The Planning Commission should discuss any concerns raised by these summaries.

General Plan Guidance (Section Reference)

The General Plan use for this area is currently set as "Residential – Medium Density" and this proposed project would be allowed with this land use as a result of the Rmh-1 language regarding hard-surfaced area establishment.

The storm water maintenance plan and the notice of intent for said maintenance plan will be recorded with the plat.

Brad Brown and Sam Bracken, representative of the applicants, invited questions. Mr. Bracken stated the goal is to either clean up the mobile home park, or redevelop it. Mr. Brown discussed the current inventory parking restraints for the existing Nissan business and explained how this new parking lot addresses those issues.

**MOTION:** Commissioner Hilton moved to forward a favorable recommendation to the city council for the Garff-Lesley Small Subdivision request at approximately 671 West 4400 South, Riverdale, Utah as requested by Matt Garff, with the condition that all outstanding items are addressed as listed by all appropriate Riverdale City staff. Commissioner Eskelsen seconded the motion.

There was no discussion regarding this motion.

**ROLL CALL VOTE:** Commissioners Wingfield, Hilton, Jones, Gailey, Spiers, Eskelsen, Ney and Hermann all voted unanimously in favor of the motion.

**3. Review and discuss proposed amendments and language addition to Municipal Code 10-13F "Hillside and Slope Protection".**

Mr. Eggett explained this ordinance update will address hillside and slope areas throughout the city. Mr. Eggett explained the formal ordinance process with relation to public hearing. The commission appeared to be favorable to the existing language as currently written. Mr. Eggett explained he will have the consent to set the public hearing on the next planning commission agenda.

**F. Discretionary Items**

There were no discretionary items discussed.

**G. Adjournment**

**MOTION:** There being no further business to discuss, Commissioner Hilton moved to adjourn the meeting. Commissioner Eskelsen seconded the motion; all voted in favor.

The meeting adjourned at 6:42 p.m.

\_\_\_\_\_  
Robert Wingfield  
Planning Commission Chair

\_\_\_\_\_  
Jackie Manning  
City Recorder

Date Approved: **February 26, 2019**

## ARTICLE F. HILLSIDE & SLOPE PROTECTION

### 10-13F-1: PURPOSE AND INTENT:

This chapter is to protect public health, safety and general welfare, reduce man-made hazards, protect property and water quality by implementing management practices, criteria, and provisions included herein for land use activities, construction and earth disturbance activities, and to achieve the following throughout the City. Furthermore, to establish the required process to determine whether property on or adjacent to certain critical slopes can be maintained or protected and; used in a safe, orderly and beneficial manner.

Due to the nature of the property located in certain hillside and slope areas, the following are requirements that are in addition to noncritical hillside building requirements. The requirements imposed by this article shall take the place or supersede any other building or review requirements that have been previously adopted by the City. Noncritical hillside development matters, defer to the city's standard subdivision ordinance development requirements. (Ord. 616, 3-4-2003)

### 10-13F-2: DEFINITIONS:

All definitions set forth in chapter 2 of this title are applicable to this article.

**CRITICAL HILLSIDE:** Any hillside or slope equal to or greater than a twenty percent (20%) slope or angle.

**DEVELOP, DEVELOPED, DEVELOPMENT:** Any construction, proposed construction, modification or remodel, following the initial enactment date of this article, of any building, structure, facility or appurtenance on a critical hillside or slope for which a city building permit, license, or grant is required pursuant to the provisions of this title, this code, city adopted building codes, plumbing codes, and fire codes. (Ord. 616, 3-4-2003)

**EXCAVATION:** Removal of earth, sand, gravel, rock or other similar material through uncovering, digging, cutting into, grading, quarrying, extraction or displacement.

**FILL:** Deposit or placement of soil, sand, gravel, rock or other similar material.

**SLOPE:** Slope is the relationship of vertical rise to horizontal run, expressed as a percentage from the "toe" to "top" of a slope. The topographic gradient of any area of land, whether or not located on a single parcel, as determined by the change in vertical distance or elevation (rise) over a horizontal distance (run) which, for the purposes of these regulations is expressed as a percentage (e.g., 20-ft gain/100-ft distance = 0.20 or 20%). For construction and grading purposes slope also may be expressed as the ratio of the horizontal to vertical distance (e.g., 2:1). For purposes of these regulations, a "slope" is a natural (pre-development) slope of 20% to 25%. A "very steep slope" is a natural (pre-development) slope of 25% or more.

**SITE/SLOPE DISTURBANCE:** Slope disruption caused by human activities upon the land; removal of vegetation or trees, grading, excavation, fill, water discharge, excretion, redirection, or introduction of water or directed drainage or any combination thereof, and/or site conditions resulting from such human-induced actions.



## 10-13F-3: STUDY REQUIREMENTS:

The following shall be provided to Riverdale City to determine whether a proposed critical hillside **or slope of a property or** development will be considered by the city. Submission of said information does not guarantee that a critical hillside **or slope** development will be allowed.

### A. During Conceptual Discussion:

1. Identify the area to be developed. In the event the proposed development is in a sloped area greater than twenty percent (20%) the development requires a geotechnical report, paid for by the applicant, to be submitted to the city engineer for review, prior to proceeding to a preliminary review of the development.
2. Name of the developer.
3. Location of the development.
4. Type of development.
5. Acreage of the property.
6. Current ownership of the property.
7. The property boundaries and the names of the adjacent property owners.
8. Geotechnical study including soil and soil constraints, water and seismic concerns, erosion control and development recommendation to include items specified by the city engineer.
9. If it is deemed necessary to remove vegetation from the hillside in order to complete a study prior to preliminary review, the developer shall submit a vegetation removal plan to the Riverdale City department of community development for review and approval. The vegetation removal plan shall be a thorough plan showing what the site will look like when completed.

### B. During Preliminary Review:

1. Topographic contours no greater intervals than two feet (2'). If the property is steep (greater than 30 percent), five feet (5') contour intervals shall be used. If engineering needs are greater than what is specified, defer to engineering for topographic specifications.
2. Location of existing natural features on hillside (springs, wetlands, ditches, etc.).
3. Location of rights of way and easements.
4. Detailed outline of vegetation proposed to be removed and potential impact.
5. Detail disposal of on-site water and sediment control.

C. Final Review: Any additional engineering requirements must be completed prior to request for final review and determination by Riverdale City planning commission. The Riverdale City

engineer shall review all items and make a recommendation prior to final approval review by the planning commission. (Ord. 616, 3-4-2003)

D. At any point during the consideration of the any development application or request of or upon a hillside or slope, the City may obtain their own Geotechnical report to be used as consideration for approval or denial of the development application.

#### **10-13F-4: SLOPE PROTECTION REQUIREMENTS:**

Slopes are naturally unstable and sensitive to change from gravity, vibration, wind, water or disturbance, either natural or man-made, can cause mass earth slope movement, soil erosion, soil slippage or slide. The characteristics that influence the stability of slope include geology, slope drainage, slope topography, soil type, and changes to the slope. Slopes are vulnerable to damage resulting from site disruption, primarily related to soil erosion or man-made influences. The City is empowered to regulate land use activities that affect slope protection, soil stability, storm-water runoff, and surface and groundwater quality and quantity by authority of adopted building regulations and the Land Use, Development, and Management Act, Title 10, chapter 9a of the Utah Code.

- A. All uses, activities and development occurring within any slope area shall be undertaken only in strict compliance with the provisions of this statute, along with all federal and state laws, and with all other applicable geo-technical studies, codes, and ordinances.
- B. Any non-regulated or regulated activity (including but not limited to new development, redevelopment, or earth disturbance) that is to take place incrementally or in phases, or occurs in sequential individual projects on the same parcel or property, shall be subject to regulation by this chapter. The following activities are prohibited by this chapter:
  - 1. Discharge of water from any source over, upon, near, or onto a hillside slope.
  - 2. Excessive infiltration or redirection of water caused from man-made sources such as irrigation, roof down spout drainage, irrigation, draining of swimming pools or hot tubs, or water collection or conveyance upon slope areas from structures, property, or any water collection system.
  - 3. Land use activities that scour, erode or cause sedimentation upon sensitive slope areas.
  - 4. Removal of vegetation upon any hillside or slope.
  - 5. Placement of any material upon the hillside or slope area(s). Including, but not limited to: soil, earth-like materials, yard waste, debris, trash, or any deleterious substance or item.
  - 6. Alteration, grading of, excavation, or undercutting of slope area by removal or disturbance of slope soil(s); or disturbance of the natural hydrologic regime of the land or slope.
  - 7. Land use activities or interface activities that endanger the vegetation of the slope area or disturbance of the soil within the slope areas of the City of Riverdale.
- C. When new development is proposed which involves land disturbing activity near or upon slope areas within the City, or if geological hazard indicators, are observed on the land which will be disturbed by development, the City will require that the applicant obtain

investigation(s) by a licensed geologist(s) and/or licensed geotechnical engineer, as appropriate, before allowing development to proceed. If the City requests additional investigation(s), the City Administrator shall designate in writing the geological hazard indicator observed that requires more analysis and study by professional Geologist or Engineer. When the Administrator requires additional study, this requirement may be appealed to the City Council. The developer shall be required by the City to implement and comply with all recommendations of the Geotechnical study or analysis as submitted to the City prior to development and during construction activities.

DRAFT

**RIVERDALE CITY PLANNING COMMISSION  
BYLAWS AND RULES OF ETHICAL CONDUCT  
AS AMENDED FEBRUARY 3, 2004**

Riverdale City Planning Commission shall be governed by the provisions of all applicable State Statutes, City Ordinances, and these Bylaws and Rules of Conduct.

**I. MEMBERS.**

- A. Chair and Vice Chair.** Every two years the Planning Commission shall elect a Chair and Vice Chair who may be elected to succeed themselves during the first regularly scheduled meeting in January. The Chair and the Vice Chair shall be elected from the voting members of the Planning Commission by a majority of the total membership. The Chair, or in his/her absence or incapacity, the Vice Chair, shall preside over all meetings and hearings of the Planning Commission and shall execute all official documents and letters of the Planning Commission. In the event that both the Chair and Vice Chair are absent from the meeting, and a quorum is present, the senior remaining member of the Commission shall act as the Interim Chair.
- B. Secretary.** The City Council may appoint the Secretary of the Planning Commission upon recommendation of the Planning Commission.
- C. Staff.** The Planning Commission may recommend to the City Council the appointment of a Director of Planning and other staff as may become necessary from time to time.
- D. Voting.**
1. The Chair, or Vice Chair in the absence of the Chair, shall vote on all questions before the Commission.
  2. An affirmative vote of not less than (4) voting members present at the meeting shall decide all matters under consideration by the Planning Commission, unless otherwise provided for in these rules. Voting shall be by voice vote and shall be recorded by "yeas" and "nays". The number of abstentions and the names of members voting either "yea" or "nay" or abstaining shall be recorded on the request of any member.
- E. Parliamentary Procedure.** Parliamentary procedure in Commission meetings shall be governed by Robert's Rules of Order, as revised.
- F. Record of Meetings.** The Secretary of the Commission shall keep an accurate record of the proceedings and perform other duties as the Commission may determine.