

## **Richmond City Planning and Zoning Commission Meeting**

**Date:** October 5, 2010

**Place:** City Hall Council Chamber

**Members Present:** Chris Anderson as Chair, Commission members Daryl Black, Lee Anderson, Suzanne Dent, Monica Merrill and CJ Sorenson present. Allen Lundgreen - City Council representative, and Marlowe Adkins, City Manager, present.

**Meeting was called to order at 7:10 p.m.** Minutes for the August 3, 2010, meeting were read and approved. Daryl Black moved to approve, seconded by Lee Anderson. Vote was unanimous.

**Request for Conditional Use Permit for Ripplinger Trailer Court to allow Recreational Vehicles parking.** Sara Ann Ripplinger made the presentation. She stated that because of the current requirement for the roofs of trailers in Richmond to be able to withstand 40 pounds of weight per square foot, and trailers are always built to 30 pounds specification, they have had some problems filling vacant spaces. Currently they are full, but in case of vacancies in the future, they would like to have the option to handle RV's. She noted that earlier they were considering have spaces for workers involved with the Ruby River pipeline project renting space. The Commission discussed first the advisability of such a CUP, then discussed the impact upon the sewer system should RV's discharge their holding tanks containing the anti-bacterial fluid. After considerable and careful discussion, Suzanne Dent made the motion that a Conditional Use Permit be granted to Ripplinger's Trailer Court to allow no more than five RV's at any one time. Each RV must be inspected by a qualified member of the City staff to ensure that the RV's holding tank has been emptied and flushed elsewhere to prevent contamination to our treatment plant, and that the Ripplingers devise a contract or other document that would require the signature of the City Maintenance Supervisor affirming that the RV's wastewater system (black water) had been inspected. The CUP will be good for one year, renewable if no complaints are received or any short-comings during a year rectified. Daryl Black seconded the motion. The vote was unanimous.

**Request for a minor sub-division on property zoned Residential Medium Density at the corner of 800 South and State Street.** For the second consecutive meeting, Raymond Smith called this morning and asked that his request be tabled as he did not have the required documentation prepared.

**Question relative to changing the day of week that the Commission meets.** City Council member Allen Lundgreen inquired of the Commission as to whether or not it would be advisable to consider a different day of the week for the Commission to meet in lieu of the past few months where a quorum was not able to convene. After discussion it was decided to keep the date on the first Tuesday of each month.

**Discussion relative to communications protocol between the Commission and the**

**City Council.** Mayor Hall and Council member Brad Jensen were in attendance as the question of adequate communications between the Commission and the Council were discussed. Two specific issues were mentioned, the White sub-division and the Roscoe Estates minor sub-division. In both instance, as the discussion evolved, it was apparent that the lack of exchange between the two bodies was at the heart of the problem. It was decided that a copy of the draft minutes of the Commission meeting would be provided to the Council at their next meeting as a “heads-up” type of communication. No formal action could be taken until the office, Commission-approved minutes, were passed. To assist the Commission, each Commissioner will be mailed a copy of the Council meeting agenda on the same date as the Council members are notified. This will enable the Commissioners to be aware of anything of interest to them. Mayor Hall also invited any Commission with any type of question or concern to contact either him or a member of the City Council at any time.

**Non-agenda Item:** The City Manager noted that the next Commission meeting is scheduled for the same day as Election Day, November 2<sup>nd</sup>. He inquired as to if the Commission wanted to change the meeting date by a week to avoid parking conflicts at the building. It was decided to leave the meeting on the November 2<sup>nd</sup> until someone actually sought to be on the November agenda.

**Motion to adjourn** made by Suzanne Dent, seconded by C. J. Sorenson. Vote was unanimous.

Meeting adjourned at 8:00 p.m.

**Next meeting is scheduled for November 2, 2010.**

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Chris Anderson      Chair, P&Z Commission