



Staff Report

To: Francis City Planning Commission

From: Katie Henneuse

Report Date: July 10, 2024

Meeting Date: July 18, 2024

Title: City Center Building Height

Type of Item: Code Text Amendment

Action: Legislative

Executive Summary:

Mayor Forman directed staff to initiate a code text amendment to increase the maximum building height in the City Center Zone from 40 feet to 45 feet. The purpose of doing this is to incentivize development in the City Center Zone and to increase the amount of tax revenue the City will receive from development in this area.

The City Center Zone was established to create a strong commercial identity at the heart of Francis City. It includes roughly a 650-to-1,000-foot radius surrounding the flashing four-way stop at the intersection of SR-32 and SR-35.

General Plan:

The following General Plan goals and policies are applicable to this item:

Economic Development Goal 1: The rate of commercial growth will be higher than the rate of residential growth.

Policy 1A: Promote a positive environment for businesses to strengthen and improve the City's tax base and quality of life.

Economic Development Goal 2: Create and maintain a sustainable economic base for Francis City providing tax revenues, increase local employment, and convenience of shopping and restaurants.

Policy 2A: Improve, diversify, and increase the tax base. Seek revenue growth from economic development activities to mitigate residential property tax increases.

Staff Recommendation:

Discuss the proposed amendment and make changes if needed. Motion one of three options:

- Positive recommendation if the amendment is in the best interest of the City.
- Negative recommendation if the amendment is not in the best interest of the City.
- Table if more time is needed to discuss the amendment.

Community Review:

A public hearing is required for this item. Adequate notice of the public hearing was given in accordance with State and local law.

18.15.100 Height provisions.

The height of any structure shall not exceed the maximum height of 32 feet in residential zones and 40 feet in ~~all other zones~~ the C-1, LI-1, and P-F zones, and 45 feet in the City Center (CC) zone, unless an express exception in this code applies, nor exceed the recommendation of the South Summit Fire District. To allow for attachments which are unoccupied and clearly accessory in nature, the following exceptions apply:

1. Antennas, chimneys, flues, vents, or similar structures may extend up to 10 feet above the specified maximum height limit for the zone.
2. Water towers and mechanical equipment in nonresidential zones may extend up to 10 feet above the specified maximum height limit.
3. Church spires, bell towers, clock towers, cupolas, and like architectural elements on nonresidential lots may extend over the specified maximum height limit, but shall not contain any habitable spaces above the maximum zone height stated. These elements must be approved as part of the site plan review and under no circumstances shall be more than 50 feet above grade unless approved as part of a conditional use permit.

18.57.080 Building height.

Buildings in the CC zone shall not exceed 45 feet in height, unless an express exception in FCC 18.15.100 applies, nor exceed the recommendation of the South Summit Fire District.



Staff Report

To: Francis City Planning Commission
From: Katie Henneuse, City Planner
Report Date: July 10, 2024
Meeting Date: July 18, 2024
Title: Southwest Field Subdivision Final Plat
Type of Item: Administrative

Map and Location:



Executive Summary:

Mike Crittenden owns parcel MCRIT-A-AM, a 17.60 acre parcel near 2256 Willow Way. He authorized Wyatt Crittenden to apply for a subdivision to create residential lots for grandkids to build homes on.

A Preliminary Plan to subdivide the parcel into seven residential lots and one remainder agricultural parcel was approved in March. The City Council also approved a zone map amendment which changed the zoning for a portion of the development area from AG-1 to R-H. The applicant is moving forward with the subdivision process and submitted the final plat and construction plans for approval.

Analysis – City Code:

Staff reviewed the final plat taking into consideration Sections 17.35 (Final Plat), 18.35 (R-H Zone), and 18.30 (AG-1 Zone). The applicant met the zoning and final plat requirements with the following outstanding items:

- Dedicate a cluster mailbox site on the plat map.
- Show the location of the retention basin on the plat map.
- Do not show the portion of the existing irrigation ditch that will be removed on the plat map.

Staff Recommendation:

Positively recommend approval of the Southwest Field Subdivision final plat with the condition that the outstanding items be completed.

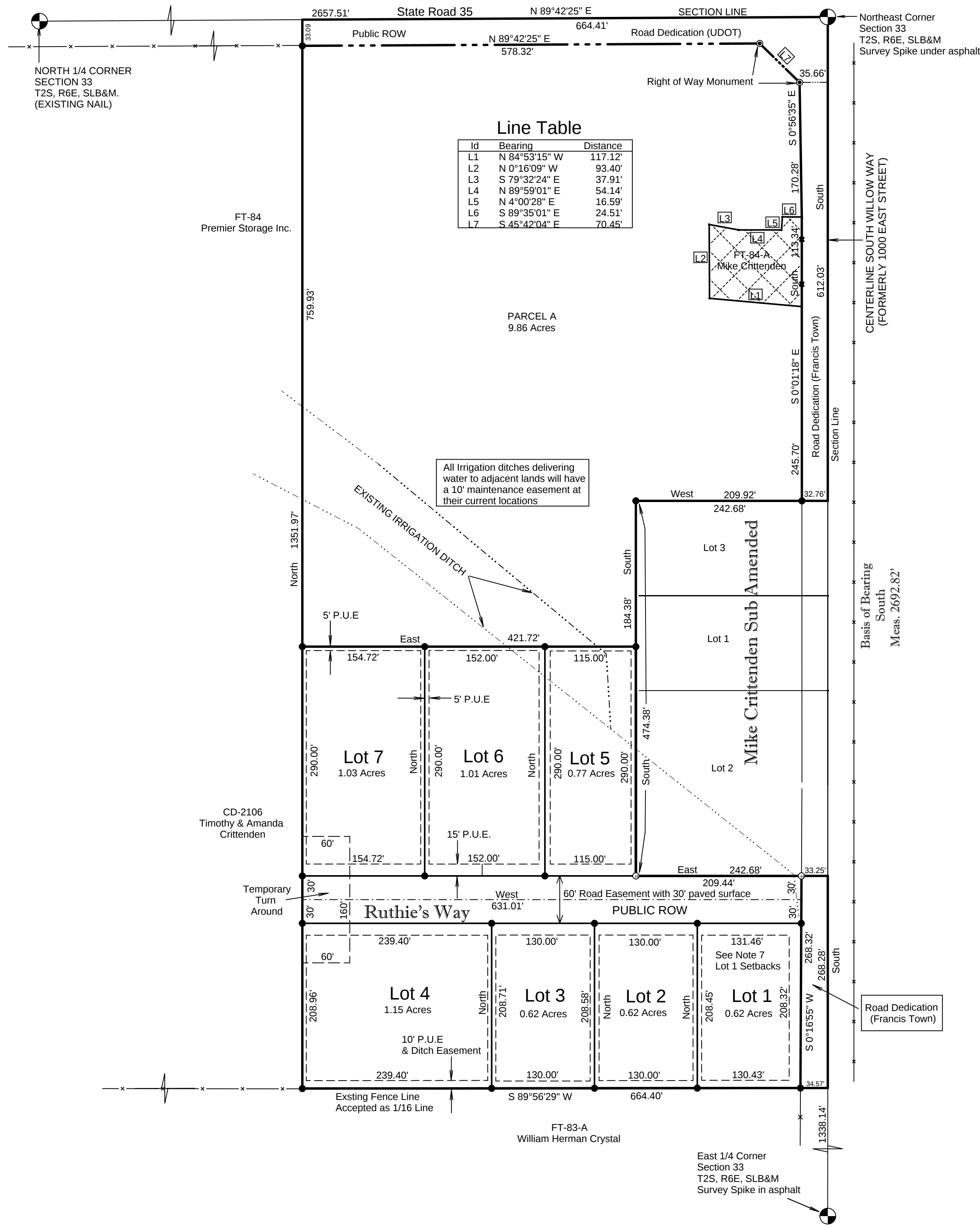
Community Review:

A public hearing is not required for this item. Public hearings were held for preliminary subdivision approval and the zone map amendment.

SOUTHWEST FIELD SUBDIVISION

Creating 7 Single Family Lots

Located in the Northeast Quarter of Section 33, Township 2 South, Range 6 East,
Salt Lake Base and Meridian, Francis City, Summit County Utah



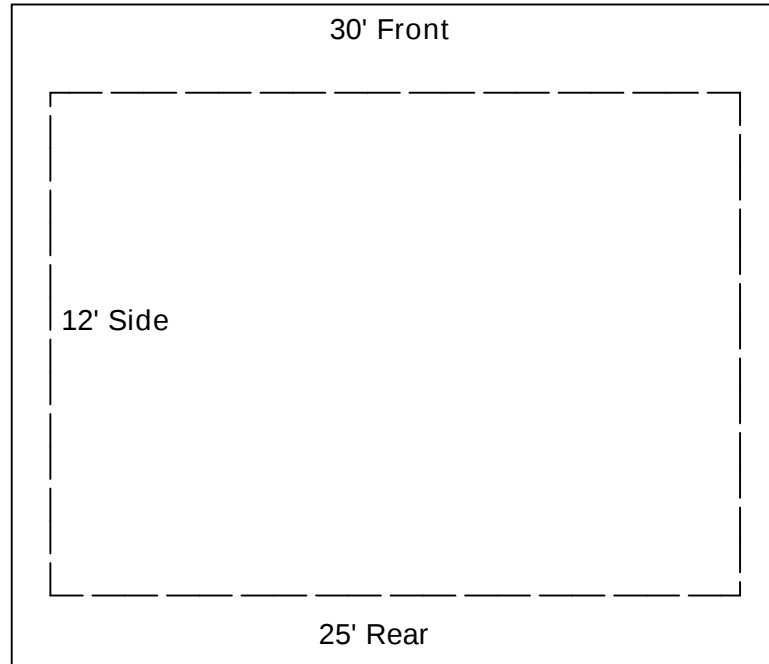
Plat Notes

- Lots 1-7 within the proposed subdivision are buildable. Parcel A is nonbuildable until all the city building requirements are met. Any further subdivision of such lots, whether by deed, bequest divorce decree, or other recorded instrument shall not result in a buildable lot until the same has been approved in accordance with the Francis City Development Code.
- The owners of property within the Francis City recognize the importance of agricultural lands and operations and small rural business enterprises. It is recognized that agricultural lands and operations and rural business enterprises have unique operating characteristics that must be respected. (Owners of each lot platted in this subdivision / the owner of the residence constructed upon this lot) has been given notice and recognizes that there are active agriculture lands and operations and rural business enterprises within Eastern Summit County and acknowledge(s) and respect(s) that, so long as such lands and operations exists, there may be dust, noise, odor, prolonged work hours, use of roadways for the purpose of herding / moving animals, and other attributes associated with normal agricultural operations and rural business.
- _____, owner of the property set forth and described in this plat, hereby offers and conveys all public utility agencies, their successors and assigns, a permanent easement and right-of-way over, under, across, and through those areas designated on this plat as "Common Areas (including private driveways, streets or lanes)" or utility easement for the construction and maintenance of subterranean electrical, telephone, natural gas, sewer, water and drainage lines and appurtenances, together with the right of access thereto, which would require that no surface construction be allowed which would interfere with normal utility use. It is understood that if it becomes necessary to relocate said utilities at the instance of request of any public entity or the owner, the cost and expenses incurred thereby will be borne by the owner to the entity requiring or requesting the same.
- All lots within this subdivision must meet all building permit requirements at the time of building permit issuance.
- This subdivision was created for single family lots only.
- Francis City has an ordinance which restricts the occupancy of buildings within this development. Accordingly, it is unlawful to occupy a building located within this development without first having obtained a certificate of occupancy issued by the building inspector.
- Lot 1 shall meet the front setback requirement on Willow Way and Ruthie's Way

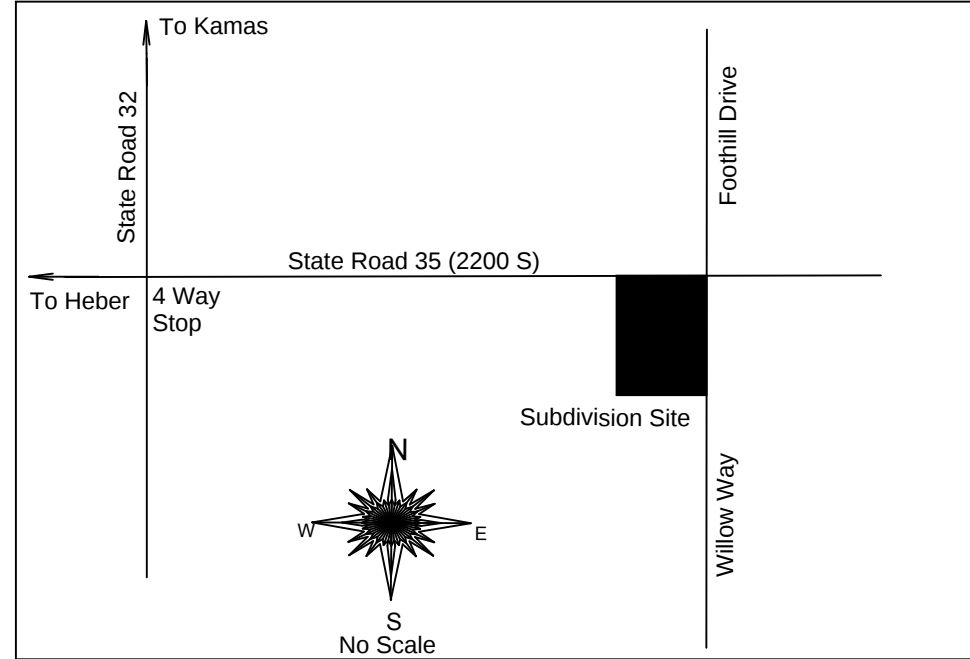
ADDRESS TABLE

Lot 1
Lot 2
Lot 3
Lot 4
Lot 5
Lot 6
Lot 7

Building Setback Detail



VICINITY MAP



LEGEND

— * — * — * —	Existing Fence
- - - - -	Irrigation Ditch
- - - - -	Building Setback See Detail
- - - - -	P.U.E. (Public Utility Easement) as Noted
- - - - -	Ruthie's Way Centerline
- - - - -	UDOT Right of Way
●	Section Corner
●	Set Rebar and Cap Stamped "High Mountain" L.S. 368352
Ⓜ	Existing Rebar with Cap as Noted

SOUTH SUMMIT SCHOOL DISTRICT

Approved and accepted this _____, day of _____, 20____.

ALL WEST

Approved and accepted this _____, day of _____, 20____.

Boundary Description

Parcel A, Mike Crittenden Subdivision Amended; according to the official plat on file in the Summit County Recorder's Office, also a strip of land located between the southerly line of Parcel A and a fence line described as follows:

A tract of land located in the Northeast Quarter of Section 33, Township 2 South, Range 6 East, Salt Lake Base and Meridian and having a Basis of Bearing taken as South between Northeast Corner and the East 1/4 Corner of said Section 33, described as follows:

Beginning at the Northeast Corner Section 33, Township 2 South, Range 6 East, Salt Lake Base and Meridian, and running thence South 612.03 feet along the section line; thence West 242.68 feet; thence South 474.38 feet; thence East 242.68 feet to the section line; thence South 268.28 feet; thence South 89°56'29" West 664.40 feet along a fence line representing the 1/16 line; thence North 1351.97 feet; thence North 89°42'25" East 664.41 feet along the section line to the point of beginning.

Less and Excepting the following parcel FT-84-A (0.26 Acres):

Beginning at a point which is South 252.99 feet and West 32.86 feet from the Northeast Corner of Section 33, Township 2 North, Range 6 East, Salt Lake Base and Meridian, (said point being on the Westerly line of 1000 East Street) and running thence South 113.34 feet along said street line; thence North 84°82'15" West 117.12 feet along an existing fence line; thence North 00°16'09" West 93.40 feet along an existing fence line; thence South 79°32'24" East 37.91 feet along an existing fence line; thence North 89°59'01" East 54.14 feet along an existing fence line to the Westerly side of a garage; thence North 4°00'28" East 16.59 feet along said garage; thence South 89°34'12" East 24.52 feet along said garage to the point of beginning.

Contains 17.74 Acres

Narrative

The purpose of this plat is to re-plat Parcel A Mike Crittenden Subdivision Amended, into 7 single family lots, 1 parcel, a private road right of way and to dedicate public right of way along the northerly and portions of the easterly boundaries to the City of Francis.

Record a Survey Reference No. S-11494

Owner Dedication

Know by all men by these presents that we, all of the undersigned owner(s) of the above described tract of land, having caused same to be subdivided into lots and streets to be hereafter known as the Southwest Field Subdivision do hereby dedicate for perpetual use of the public all parcels of land shown on this plat as intended for public use.

In witness whereof _____ have hereunto set _____ this _____ day of _____, A.D. 20____.

Michael R. Crittenden and Ruth Crittenden, Trustees of the Michael & Ruth Crittenden Family trust, April 5, 2021

Michael R. Crittenden, Trustee

Acknowledgement

STATE OF UTAH
COUNTY OF SUMMIT

Personally appeared before me this _____ day of _____, 20____ the following:

Michael R. Crittended, Trustee

Who acknowledged to me that _____ he _____ executed the above OWNERS DEDICATION.

My commission expires: _____
Residing in: _____ Notary Public

DOMINION ENERGY

Dominion approves this plat solely for the purpose of confirming that the plat contains public utility easements. Dominion may require other easements in order to serve this development. This approval does not constitute abrogation or waiver of any other existing rights, obligations or liabilities provided by law or equity. This approval does not constitute acceptance, approval or acknowledgment of any terms contained in the plat, including those set forth in the Owners Dedication and the Notes and does not constitute a guarantee of particular terms of natural gas service. For further information please contact Dominion's Right-of-Way department at 1-800-366-8532.

Approved this _____ day of _____, 20____.

Dominion Energy Company

By: _____
Title: _____

ROCKY MOUNTAIN POWER

Approved and accepted this _____, day of _____, 20____.

FRANCIS CITY COUNCIL APPROVAL AND ACCEPTANCE

Approved and accepted this _____, day of _____, 20____.

Mayor _____ City Clerk _____

WASHINGTON IRRIGATION COMPANY

Reviewed for conformance to the Washington Irrigation Company standards on this _____, day of _____, 20____.

ALL WEST

Approved and accepted this _____, day of _____, 20____.

HIGH MOUNTAIN SURVEYING, LLC

P.O. Box 445
1325 South Hoytsville Road
Coalville, Utah 84017
435-336-4210

Mike Crittenden Sub Amended Local 2024 Proj. No. 1002-24

SOUTH SUMMIT FIRE DISTRICT

Approved and accepted this _____, day of _____, 20____.

FRANCIS CITY PLANNING COMMISSION

Approved this _____ day of _____, 20____.
On behalf of the Francis City Planning Commission.

Chair

FRANCIS CITY ENGINEER

Approved and accepted by the Francis City Engineer this _____, day of _____, 20____.

Francis City Engineer

PUBLIC SAFETY ANSWERING POINT APPROVAL

Approved and accepted this _____, day of _____, 20____.

By Jeff Ward, GIS Director
The Summit County Public
Safety Answering Point

APPROVAL AS TO FORM

Approved as to form this _____ day of _____, 20____.

Francis City Attorney

COUNTY RECORDER

STATE OF UTAH COUNTY SUMMIT
Recorded and filed at the request of

Date: _____ Time: _____
Entry # _____ Fee: _____

County Recorder



Staff Report

To: Francis City Planning Commission

From: Katie Henneuse

Report Date: July 10, 2024

Meeting Date: July 18, 2024

Title: Commercial RV Campground Code Text Amendment

Type of Item: Legislative

Update:

This item was discussed at the April and June Planning Commission meetings and was tabled to allow the Commission more time to research and consider the proposed amendment. Portions of the Garden City, Utah campground code was incorporated into this latest version.

Executive Summary:

The city recently received several inquiries about commercial RV campgrounds. They are allowed in the AG-1 and AG-2 zones with a conditional use permit. The Mayor and Planner reviewed the city code regulating these types of facilities and are proposing some updates in preparation for potential applications. The purpose of the amendment is to encourage the construction of a resort-type campground that can generate transient room tax and allow for summer/seasonal visitors.

The amendment will:

- Extend the length of occupancy from 30 days to 90 days.
- Allow cabins to be incorporated into a commercial RV campground.
- Add a requirement that streets in the campground be paved. Curb and gutter is optional. Add that streets will be privately owned and maintained.
- Eliminate the requirement that each site have a cooking facility since cabins and RVs often come equipped with cooking facilities.
- Add a requirement that all sites be set back at least 30 feet from property lines.
- Add a requirement that all sites include an off-street parking space.
- Change the guest parking requirements from 1 per 10 sites to 1 per 5 sites.
- Add specifications for trees that are part of the landscaping.
- Add that utilities must be buried at a depth to ensure proper safety.
- Add that campgrounds may be required to provide screening.
- Add a requirement that campgrounds must provide fire protection.

Staff Recommendation:

Discuss the proposed amendment, making changes as needed. Forward to the City Council with a positive or negative recommendation or table the item for consideration at a later meeting.

Community Review:

A public hearing was held at the April Planning Commission meeting for this item.

Chapter 18.95

COMMERCIAL RECREATIONAL VEHICLE PARKS OR CAMPGROUNDS

Sections:

- 18.95.010 Conditional use permit required.
- 18.95.020 Property development standards.
- 18.95.030 Minimum park area.
- 18.95.040 Length of occupancy.
- 18.95.050 Eating and cooking facilities.
- 18.95.060 Wastewater and trash disposal and drinking water stations.

18.95.010 Conditional use permit required.

A conditional use permit for a commercial recreational vehicle (RV) park or campground facility must be issued in accordance with the provisions of this title and FCC Title 17 and this section before such a facility may be constructed in any zone in which this use is allowed as a conditional use. In addition to conditions as may be required upon the issuance of a conditional use permit for an RV park or campground, all RV parks or campgrounds shall be built to the standards set forth in this title and FCC Title 17. "RV" shall mean recreational camping type vehicles, travel trailers as well as tent trailers or tents if applicable. Cabins are allowed at a rate of up to one cabin per RV and/or campground site. "Cabin" shall mean a detached unit less than 1,000 square feet including optional bathroom and kitchen facilities within the cabin.

18.95.020 Property development standards.

The following development standards shall apply to the individual RV, cabin, or camping sites. Plans and elevations for the RV park or campground and any buildings or structures proposed for location therein shall be submitted with the application for a conditional use permit. The plans shall be in conformance with the following general development standards:

1. Each site shall be marked and numbered for identification and shall meet all requirements of this title and FCC Title 17.
2. Each RV, cabin, or camping site in a park shall have an area of not less than 1,500 square feet. Sites must be set back at least 30 feet from all property lines.
3. Each RV site shall have an average width of 25 feet. Trailers and cabins shall be separated from each other and from other structures by at least 15 feet. Any accessory uses such as attached awnings or steps shall, for the purposes of this separation requirement, be considered to be part of the trailer or cabin.
4. Each site shall abut directly upon a park street for a minimum distance of 20 feet. Alignment and gradient shall be properly adapted to topography and provisions shall be made for proper drainage.
5. Each RV Site shall have an RV parking space and an off-street parking space for at least one vehicle. Each cabin or tent site must have an off-street parking space for at least one vehicle. Not more than one RV shall be placed on an RV site.

6. Each RV site shall provide sufficient parking and maneuvering space so that the parking, loading or maneuvering of trailers incidental to parking shall not necessitate the use of any public street, sidewalk, right-of-way, or any private grounds not part of the RV parking area.

7. ~~There shall be provided guest parking in each RV or camping park at the ratio of one parking space for each 10 RV or camping sites within the park. Additional parking must be provided in the campground at a ratio of one (1) parking space for every five (5) sites that do not have at least two off-street parking spaces.~~

8. All open areas except driveways, parking areas, walking ways, utility areas, or patios shall be maintained with landscaping in accordance with a detailed landscaping plan to be approved in conjunction with issuance of a conditional use permit. There shall be at least one tree per ~~camping site.~~ Trees shall be at least four feet tall and healthy.

9. Streets within campgrounds shall remain privately owned and maintained. Streets shall be at least 25 feet wide. Parking shall not be allowed on park streets. The park streets shall be paved in accordance with applicable City standards. Curb and gutter is optional. If curb and gutter is used, it shall be built to City standards. and shall provide concrete curb and gutter if applicable in current standards. Curb and gutter may be of a roll type to provide convenient access to trailer sites.

10. A central recreation area shall be established in all RV parks which shall be easily accessible from all ~~trailer~~ sites. The size of such recreation areas shall be not less than 10 percent of the gross site area of all RV spaces, or 3,000 square feet, whichever is greater.

11. RV or camping parks may have one or more laundry rooms. Outdoor laundry drying lines shall not be permitted on any RV or camping sites.

12. Restrooms, including toilets, showers, and lavatories, shall be provided within an RV or camping park to conveniently and adequately serve said park.

13. All utility distribution facilities, including television antenna service lines serving individual RV or cabin sites, shall be placed underground at depths to ensure proper safety. The owner is responsible for complying with the requirements of this section, and shall make the necessary arrangements with each of the public serving utilities for installation of said facilities. Transformers, terminal boxes, meter cabinets, pedestals, concealed ducts, and other necessary appurtenances to such underground facilities may be placed above ground. All RV and cabin sites must be served with water and electricity. Tent-only campgrounds shall only be served with water to each site or group of sites. Natural gas hookups shall not be provided to individual RV or camping sites.

14. There shall be no open storage of personal belongings within an RV, cabin, or camping site, nor shall there be an accessory building, shed, or cabinet placed upon or erected upon an individual RV, cabin, or camping site for the storage of materials or personal belongings.

15. All fuel tanks maintained within an RV site must be mounted securely upon or attached to the RV or recreation vehicle which they serve. No such tanks shall be larger than 50-gallon capacity.

16. There shall be no removal of axles, wheels or tires from an RV or other vehicle located within an RV or camping park, except for emergency, temporary removal to accomplish repairs.

17. There shall be no separate mailboxes, separate street address designations, or other similar accessories which would give the appearance of permanence to occupants of an RV or cabin site.

18. Each campground may be required to provide screening from adjacent uses, as determined by the Planning Commission.

19. The campground shall provide fire protection according the South Summit Fire District requirements.

18.95.030 Minimum park area.

RV parks or camping facilities shall contain at least five acres.

18.95.040 Length of occupancy.

No RV, cabin, or camping site located within a park established under these provisions shall be occupied for a period exceeding 30-90 days.

18.95.050 Eating and cooking facilities.

Each ~~RV or camping~~ site shall be equipped with a picnic table and benches or equivalent, ~~and an~~ Outdoor cooking facility ~~facilities which must~~ meets the ~~approval requirements~~ of the South Summit Fire District.

18.95.060 Wastewater and trash disposal and drinking water stations.

Each RV or camping park shall have facilities for disposal from the holding tanks of trailers and similar vehicles which shall be hooked to the City sewer system, or a wastewater disposal system approved by the City Council and State Health Department. Also, a source of potable water for filling RV, travel trailer or other water tanks shall be required. Proper screened facilities for waste storage, handling and disposal must also be approved by the Planning Commission.