

AGENDA

Francis City Council Meeting
Thursday, July 9th, 2026, 6:00 p.m.
2317 So. Spring Hollow Rd. Francis, Utah

The meeting will be streamed via Francis City YouTube channel
<https://www.youtube.com/channel/UC-9wahpEELShvGQZShXGIXg>
You can also comment by email to comments@francisutah.gov

1. Welcome, Call to Order and Pledge of Allegiance
2. Consent Agenda---Approval of Invoice Register dated July 9th, 2026, and Approval of Minutes from June 11th, 2026.
3. Public Comment
Comments will be taken on any item not scheduled for a public hearing, as well as on any other City business. Comments are limited to two minutes per speaker. The Council cannot act on items not listed on the agenda, and therefore, the Council may or may not respond to non-agenda issues brought up under Public Comment. Those wishing to comment should state their full name and address, whom they represent and the subject matter to be addressed. No person shall interrupt legislative proceedings. Total time allocated to public comments will be no more than 10 minutes.
4. Public Hearings
 - A. Crystal Farm Re-Zone
5. Discussion, Updates and Approval on Potential Action Items
 - A. Landscape Business/Code on Storage
 - B. Special Event Tiers
 - C. Utah Cold War Victory Medal
 - D. Frontier Days
 - E. Appointment of Planning Commissioner
6. Council Business
 - A. Council Reports
 - B. Planner Reports
 - C. Engineer Reports
 - D. Mayor Reports
7. (As Needed) Closed Executive Session to Discuss Pending or Reasonably Imminent Litigation, Purchase, Exchange, or Lease of Property and/or the Character, Professional Competence or Physical or Mental Health of an Individual.
8. Adjournment

I certify that this notice has been posted in three (3) public places and on the Utah State Public Notice Website. Attested by Suzanne Gillett City Recorder. **In Compliance with the American Disabilities Act, individuals needing special accommodations during this hearing should notify Suzanne Gillett at (435) 7836236 at least three days prior to the hearing.**



Staff Report

To: Francis City Council
From: Erin O'Keefe
Report Date: July 1, 2026
Meeting Date: July 9, 2026
Title: Crystal Farms | FT-2125, FT-2124
Type of Item: Zone Map Amendment

Executive Summary:

William Crystal, the owner of parcels FT-2125 and FT-2124, is moving forward with an application to rezone 10 acres from Agriculture (AG-1) to Residential Half (R-H). The staff finds this is consistent with the General Plan and rezone regulations.

Planning Commission Recommendation:

The Planning Commission reviewed these items at their June 18 meeting and forwards to the Council with a positive recommendation

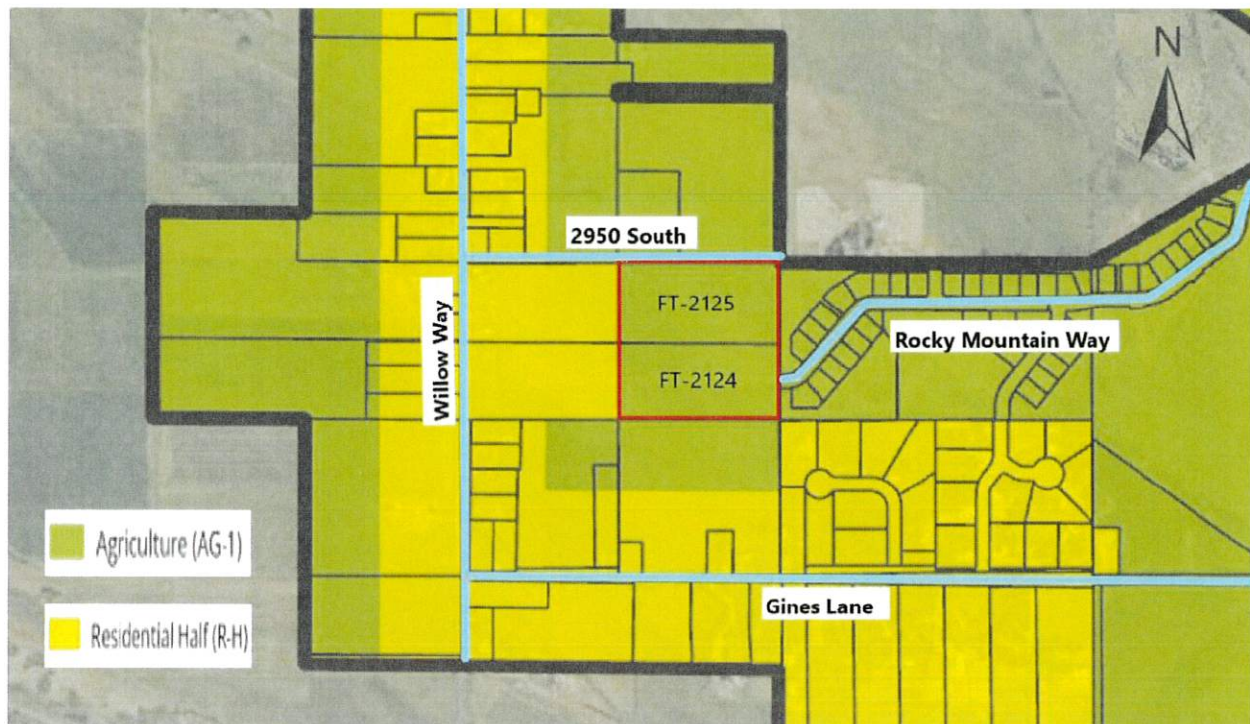
Background

On May 5, 2026, William Crystal and representatives from Ivory Homes met with City staff to discuss the feasibility of rezoning parcels FT-2124 and FT-2125 from AG-1 to R-H in order to develop a residential subdivision. A formal application was received by the City on May 14, 2026.

The subject parcels are currently undeveloped agricultural land. The surrounding area is predominantly R-H zoned single-family residential, with the exception of agricultural parcels to the west.

The applicant has submitted a conceptual Site Plan proposing 31 lots ranging from 0.50 to 0.65 acres, with internal street connections designed to provide continuity with the adjacent Stewart Ranches Subdivision and to avoid an extended cul-de-sac configuration.

Note: Approval of this rezone does not authorize development. The items above will be addressed through the subdivision review process under FCC Title 17.



City Code:

FCC § 18.05.060 — Notice of hearings

FCC § 18.05.070 — Creation of land use districts and zone map

FCC Chapter 18.30 — AG-1 Agricultural One Acre Zone (current zone)

FCC Chapter 18.35 — R-H Residential Half Acre Zone (proposed zone)

FCC Chapter 18.140 — Amendments (zone map amendment procedure and criteria)

Utah Code § 10-9a (LUDMA) — Municipal Land Use, Development, and Management Act

Analysis of Code:

Chapter 18.30 AG-1 agricultural one acre zone

The AG-1 zone is established to provide areas where single-family residential development and associated uses may be harmoniously integrated with agricultural pursuits. The zone is intended to allow the keeping of farm animals in conjunction with single-family dwelling units and to retain land in parcels large enough to provide efficient development and encourage natural or agricultural open spaces. The subject parcels are currently vacant agricultural land. No farm animals, structures, or active agricultural operations are present on the site.

§ 18.35.010 R-H residential half acre zone established.

The R-H zone is established to provide a residential environment characterized by attractively landscaped single-family residential lots and open space. The R-H zone is not intended to be an agricultural zone, although limited animal rights are preserved, and development is intended to occur at relatively low densities. The proposed R-H zoning is consistent with the character of the surrounding area, which is predominantly R-H single-family residential.

The applicant's concept site plan demonstrates compliance with R-H dimensional standards: all 31 proposed lots are 0.50 acres or larger, meeting the R-H minimum lot size requirement.

Francis City General Plan:

The Francis City General Plan Future Land Use Map designates the subject parcels for low-density residential use, which is consistent with the R-H zoning designation. Staff has reviewed the application against the relevant goals and policies of the General Plan Land Use Goal 2 as follows:

Policy 2A	Prioritize development within the existing Francis boundaries.	Consistent. Both parcels are within the incorporated boundaries of Francis City.
Policy 2B	Guide land use and growth decisions through application of the General Plan, Zoning Map, and the Future Land Use Map.	Consistent. The Future Land Use Map designates this area for low-density residential use, which is consistent with the R-H zone.
Policy 2C	Density increases should be considered only upon demonstration of adequate infrastructure, resource availability, and benefit.	Consistent. City water, sewer, and road infrastructure are present in the immediate area, serving the adjacent Stewart Ranches subdivision. The applicant's engineer has prepared a site plan demonstrating utility connections and street continuity.
Policy 2D	Transitions between different land uses and densities should be made gradually with compatible uses or buffers.	Consistent. The parcels are surrounded by R-H zoned properties to the north, south, and east. The proposed zone change represents a compatible transition from the existing AG-1 designation and is consistent

		with the established residential character of the surrounding area.
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Staff Recommendation:

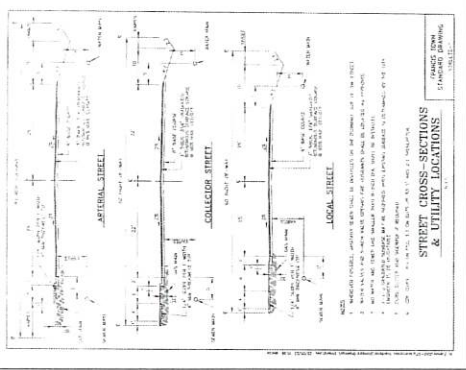
Staff has reviewed the application for parcels FT-2124 and FT-2125 for consistency with the Francis City General Plan, the Future Land Use Map, and the applicable provisions of FCC Chapter 18.140. Based on this review, staff finds the proposed zone map amendment from AG-1 (Agriculture One Acre Zone) to R-H (Residential Half Acre Zone) to be consistent with the General Plan Future Land Use Map designation for this area and the rezone criteria set forth in Title 18.



LEGEND

LOT LINES (PROPERTY)
EXISTING CURB AND GUTTER
PROPOSED CURB AND GUTTER

SITE DATA
LOT AREA: 492,445 SQ FT (10.39 ACRES)
ZONING: R-H (RESIDENTIAL HALF ACRE ZONE)
AC-1 (AGRICULTURE ZONE)
PARCEL ID#: FT-105, FT-325



ELEVATE ENGINEERING
2208 WEST 700 SOUTH
SALT LAKE CITY, UT 84106
(801) 710-5093
www.elevateeng.com

FRANCIS SUBDIVISION
SITE PLAN
2977 S WILLOW WAY, FRANCIS UT



C1-0
SHEET
SCALE 1" = 50'
NORTH
DATE: Feb 25, 2025



Staff Report

To: Francis City Council

From: Erin O'Keefe

Report Date: July 6, 2026

Meeting Date: July 9, 2026

Title: Proposed Code Text Amendment to § 18.45.020

Type of Item: Administrative

Location: SR-32, Parcel FT-14-A (C-1 Commercial Zone)

Executive Summary

Francisco Jaurrieta operates a landscaping business from his property on SR-32 and has requested informal Council feedback on pursuing a code text amendment for landscaping businesses in a C-1 Commercial zone before submitting a formal application. This is a discussion item only; no formal action is requested tonight, and any feedback provided is non-binding.



Background

Mr. Jaurrieta purchased the property in 2024 and has been operating a landscaping business from the property. At the time of purchase, he was advised that he could apply for a conditional use permit (CUP) to operate the business; no CUP application was ever submitted.

In fall 2025, the City Council amended the city code, removing the CUP pathway that would have allowed the use.



In June 2026, the City issued a code enforcement letter because the business does not hold a Francis City business license. The business is licensed with the State of Utah but not with the City. They are also in violation of the code use for Landscape businesses.

The property is located in the C-1 Commercial Zone. Under current code, a landscaping business must occupy less than 5,000 sq. ft. and no outside storage is permitted. The business currently exceeds the area limitation and maintains outside storage, and is therefore operating in violation of both provisions.

Analysis:

Because the current code does not permit the business as operated, and no legal nonconforming status applies, the applicant's only pathway to compliance short of ceasing or modifying operations is a code text amendment revising the landscaping business standards (e.g., the 5,000 sq. ft. limitation and/or the prohibition on outside storage).

A code text amendment is a legislative action. It would apply citywide to all similarly situated properties, not solely to the applicant's property.

Tonight's discussion is intended only to give the applicant a sense of whether the Council is open to considering an amendment before he invests in a formal application. Any comments made tonight do not commit the Council to a particular outcome.

Staff Recommendations

Discussion item only; no motion is required. Staff recommends the Council provide informal, non-binding feedback to the applicant and give staff direction on interim code enforcement.

FRANCIS CITY — SPECIAL EVENT PERMITTING

	Current Francis City Code	Proposed Tiered Framework (Draft Concept)	Park City Model (PCMC Title 4A)
Permit trigger	Attendance over 500 people only. No permit required below threshold, regardless of impacts (parking, noise, alcohol, trespass).	Impact-based: attendance thresholds PLUS triggering elements (amplified sound, alcohol service, off-site parking spillover, street impacts). Applies to public and private events, on public or private property, when public impacts result.	Any event, public or private, requiring licensing beyond normal business/liquor regulations OR creating public impacts. Level assigned by staff based on attendance, venue capacity, sound, transportation/parking, and admission.
Tier structure	Public property <300 Private property <500 \$100 permit fee	Tier 1: ~50–150 people, or any event with amplified sound, alcohol, or parking spillover. Tier 2: ~150–500 people, or street/right-of-way impacts. Tier 3: 500+ people (current threshold retained).	Five levels plus First Amendment events. Level 1: 50–250 at any one time, single day. Level 4: 500–5,000 total attendance. Level 5: 5,000+. Levels 2–3 scale between by impact.
Requirements by tier	Special event permit application at 500+ only.	Tier 1: application, parking plan, noise acknowledgment, neighbor notification. Tier 2: adds traffic/parking plan, sanitation, insurance naming City, security if alcohol served. Tier 3: full permit with mitigation plans (traffic, safety, sanitation) made explicit.	All levels: pre-application screening, insurance certificate, notarized hold-harmless. Higher levels: transportation mitigation plan, off-site parking plan, public safety staffing, financial security deposit. Application deadlines scale with event level.
Review authority	Staff processes permit; limited standards for conditions.	Tiers 1–2: administrative approval by staff under adopted standards. Tier 3: Council (or designated official) approval. Keeps routine events off Council agendas.	Levels 1–3: administrative review by staff. New Level 4–5 events: City Council approval. Administrative denials appealable to Council, de novo with public hearing.
Alcohol	Not addressed through event permitting.	Alcohol service triggers Tier 1 minimum; security plan required at Tier 2+. Coordinate with State DABS licensing.	Separate Special Event Temporary Alcoholic Beverage License (PCMC 4-4A) stacks on top of the event permit.
Noise / neighbors	General nuisance provisions only; no event-specific standard.	Neighbor notification at all tiers; amplified sound standards with quiet hours; permit conditions enforceable by code enforcement/Sheriff.	Amplified sound standards with decibel limits (90 dB at 25 ft from stage) and police enforcement. Applicant may be required to document neighbor contact and objections.
County overlay	Not referenced.	Cross-reference Summit County Health mass gathering permit for 500+ events.	Events of 500+ may require a Summit County Health mass gathering permit in addition to the City permit.



PRESENTATION OF THE UTAH COLD WAR VICTORY MEDAL



FAMILY MEMBERS ARE ENCOURAGED TO ATTEND, AND MAY ACCEPT THE
MEDAL IN THE PLACE OF THEIR DECEASED COLD WAR VETERAN

The Utah Cold War Victory medal was created to honor those who served our country during the cold war. It may be worn by any member of the United States military, or civilian employees of the federal government who served their positions honorably during the years of the Cold War, specifically September 2, 1945 to December 26, 1991.

Utah became the fourth state to authorize the Cold War Victory Medal. The medal is plated in a two tone finish of 18k gold and antique gold. The nuclear triad is featured with representations of the minuteman (ICBM) missile, a Trident submarine, and a B-52 bomber. The countries of Germany, Korea, and Vietnam are also featured on the medals.

**SATURDAY
AUGUST 15, 2026**



**KAMAS, UT
LOCATION TBD**

TO REGISTER CONTACT CLINT SUMMERS • 801-350-1471

**PLEASE GIVE VETERAN'S NAME, RANK, MILITARY BRANCH, DATES OF SERVICE, AND
MEMBERS ATTENDING UPON REGISTERING. REGISTRATION CLOSSES JULY 15**