



Staff Report

To: Francis Planning Commission

From: Mandy Crittenden

Report Date: July 2nd, 2020

Meeting Date: July 16th, 2020

Title: Kim Atkinson- Car Detailing Business

Type of Item: Conditional Use Permit Amendment

Executive Summary:

Kim Atkinson has submitted an application for a conditional use permit for a car detailing shop. He is located at 69 E SR 35 Francis, UT, which is in our City Center Zone. He has proposed a building with a car detailing shop on the bottom level and an apartment on the top floor. Mixed use is allowed in the City Center Zone and car detailing is allowed with a CUP.

City Code:

18.57: City Center Zone

General Plan:

Land Use: Pg. 14-21

Planning Commission Recommendations:

Staff Recommendation:

Approve business license and conditional use permit with the following conditions:

1. Second water/sewer connection.
2. Hours of operation.
3. Provide adequate off-street parking, FCC 18.100.100

Community Review:

A public hearing is required at this time.

Francis City is inviting you to attend by following the link below or by calling: 1-301-715-8592

<https://us02web.zoom.us/j/89740990790?pwd=dmM5c0VZY2F5MzNhZVBYa3B1NDQrUT09>

Meeting ID: 897 4099 0790 Password: 891949

You can also comment by email to comments@francisutah.org



Staff Report

To: Francis Planning Commission
From: Mandy Crittenden
Report Date: July 2nd, 2020
Meeting Date: July 16th, 2020
Title: Decks in City Code
Type of Item: Code Text Amendment

Executive Summary:

In Francis City Code, decks in different zones are listed and guidelines are set. I noticed our Residential Half Zone does not define decks at all in the code. Upon seeing that I realized we also do not require any permitting for decks in any zone.

City Code:

18.15.200: Decks

18.35: R-H

18.30: AG-1

18.25: AG-2

Staff Recommendation:

Add Deck guidelines into City Code under the Chapter 18.15 Supplementary Provisions. Code should read something similar to:

18.15.200 Decks.

The following yard setback requirements shall apply on all lots in all zones:

1. Front Yard Setback. Decks are NOT allowed.
2. Side Yard Setback. The minimum side yard for all decks on interior lots shall be 10 feet.
3. Rear Yard Setback. The minimum rear yard for all buildings in residential zones shall be 10 feet.

All decks require a building permit.



Staff Report

To: Francis Planning Commission
From: Mandy Crittenden
Report Date: July 2nd, 2020
Meeting Date: July 16th, 2020
Title: Storage Facilities
Type of Item: Code Text Amendment

Executive Summary:

Upon applications made to Francis City, we have encountered some conflicts within the verbiage of the City Code. The Light Industrial Zone table of uses, allows a Contractor's equipment storage yard with a business license. It also allows for Storage units with a Conditional Use Permit and Business license. The Ag-2 Zone use table allows an outdoor storage yard with a business license. Ag-1 Zone use table allows contractor's equipment storage yard with a conditional use permit. Tables that have these uses all reference the same code, 18.15.130: Standards for approving a storage yard (defined below). This Code in number one scope, references back to 18.30.020, which is the AG-1 Zone. Number two 2-a, states in AG-1 or AG-2 Zones.

CURRENT CITY CODE

18.15.130 Standards for approving a storage yard.

The intent and purpose of this section is to protect the community and neighboring properties from litter, vermin, a loss of property value, or other ill effects of an unsightly or uncontained storage, junk or salvage yards.

- 1. Scope. The provisions of this section shall apply to storage yards authorized by FCC [18.30.020](#).***
- 2. Requirements. The City Planner may grant a permit for a storage yard, provided the following conditions are met:***
 - a. Such use is located in the AG-1 or AG-2 zone.***
 - b. All industrial supplies, building materials, automobiles (except currently licensed vehicles of employees or visiting customers which are parked in the designated off-street parking lot provided as per Chapter [18.100](#) FCC), parts, and other items, whether functional or not, which are stored outside of a building, shall be surrounded by a well-maintained sight-obscuring fence.***
 - c. The sight-obscuring fence shall be constructed to a height of at least eight feet and must obscure all storage items from view from any adjacent public street and adjacent parcel of land.***
 - d. Any parts or materials which are light enough to blow in the wind shall be kept in an enclosed building.***

e. Off-street parking and landscaping shall be provided according to the standards of FCC [18.115.080](#). (Ord. 2016-09 § 1, 2016; Ord. 2008- § 3.22, 2008; Ord. 1999-1 § 3.31 [3.22], 1999; Ord. 66 § 3.22, 1993.)

I have noted a few options I think will resolve the conflicts one way or the other, based on how the Council wants the code to read.

1. I think that by adding definitions of all types of storage facilities to City Code, it will also resolve conflict.
 - Definition: A "Storage yard" means the use of land to store material, equipment, or vehicles, and any structures associated with the outdoor storage.
 - Definition: A "Contractor's Storage Yard" is defined as a place where stone, gravel, sand, cement, brick, brick tile, cement tile, tile sewer pipe, wood, lumber or other building material is stored or kept for sale.
 - Definition: A "Contractor's Equipment Storage Yard" is a storage yard for a contractor's large equipment, vehicles, construction materials, or other items commonly used in the contractor's business; repair and maintenance of a contractor's own equipment; and buildings or structures for uses such as offices and repair facilities.
2. Add all types of storage facilities to AG-1, AG-2 and LI-1 zones.
3. No junk yards, tow yards, or waste yards allowed within AG-1 or AG-2 zones.
4. Anything requiring a business license or conditional use permit, needs to be 20 feet from property line when adjoining a residential property.

City Code:

18.30.020: AG-1, Permitted and conditional uses.
18.55.020: LI-1, Permitted and conditional uses.
18.25.020: AG-2, Permitted and conditional uses.
18.15.130: Standards for approving a storage yard.

Planning Commission Recommendations:

Staff Recommendation:

Discuss the options and modify to fit how we want Storage Facilities to be defined in City Code. I have attached how I propose the code be written:

Proposed Code Verbiage

Type: AG-1 Use	Allowed	Conditional Use Permit	Business License
Outdoor Storage Yard, FCC 18.15.130	✓		✓
Contractor's Storage Yard, FCC 18.15.130	✓		✓
Contractor's Equipment Storage Yard, FCC 18.15.130	✓		✓

Type: AG-2 Use	Allowed	Conditional Use Permit	Business License
Outdoor Storage Yard, FCC 18.15.130	✓		✓
Contractor's Storage Yard, FCC 18.15.130	✓		✓
Contractor's Equipment Storage Yard, FCC 18.15.130	✓		✓

Type: LI-1 Use	Allowed	Conditional Use Permit	Business License
Outdoor Storage Yard, FCC 18.15.130	✓		✓
Contractor's Storage Yard, FCC 18.15.130	✓		✓
Contractor's Equipment Storage Yard, FCC 18.15.130	✓		✓

18.15.130 Standards for approving storage facilities.

The intent and purpose of this section is to protect the community and neighboring properties from litter, vermin, a loss of property value, or other ill effects of an unsightly or uncontained storage, junk or salvage yards.

1. Scope. The provisions of this section shall apply to storage facilities authorized by which zone they are applied for.

2. Requirements. The City Planner may grant a permit for a storage yard, provided the following conditions are met:

- a. Such use is located in the AG-1, AG-2 or LI-1 zones.
- b. All facilities shall provide a sight-obscuring fence constructed to a height of at least eight feet on all surrounding property lines. When adjacent to any public streets, an attractive concrete fence must be used.
- c. Off-street parking FCC [18.100.100](#) and landscaping shall be provided according to the standards of FCC [18.115.080](#). (Ord. 2016-09 § 1, 2016; Ord. 2008- § 3.22, 2008; Ord. 1999-1 § 3.31 [3.22], 1999; Ord. 66 § 3.22, 1993.)
- d. All storage facilities must meet setbacks of current property zones or uses they are adjacent to. Current use will supersede zoning.

Community Review:

A public hearing is required at this time.

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Staff Report

To: Francis Planning Commission
From: Mandy Crittenden
Report Date: July 3rd, 2020
Meeting Date: July 16th, 2020
Title: Code Text Amendment
Type of Item: Accessory Dwellings

Executive Summary:

Francis City has a place for accessory dwellings in our city code. Recently we have had a lot of conflicts with what our intent is verse what is allowed because of the gray areas in the code. I have made a list with some bullet points on what I feel needs more discussion for clarity. I have also asked our city attorney Brad to make a list as well. (attached)

After our Planning Commission meeting in April, we still could not get to the bottom of how we would like to see the Accessory Dwelling Code written. I asked PC members to submit different bullet points they would like to see addressed in the code. I have attached Bob Murphy's comments. There seems to be very conflicting opinions on this topic.

City Code:

18.25.020: Ag-2 Permitted and conditional uses

18.30.020: Ag-1 Permitted and conditional uses

18.35.020: R-H Permitted and conditional uses

CODE CURRENTLY READS:

Accessory apartments

*(Above a garage or in a basement, not a separate dwelling such as mobile home or manufactured home. Not to exceed 1,000 square feet. Requires additional water meter.) *CC&R Compliant*

General Plan:

Land Use: Pg. 16-17

Public Facilities Element: Pg. 33-34

Planning Commission Recommendations:

Planning Commission tabled this topic for further conversation.

Staff Recommendation:

Staff recommends spending as much time as needed to come to a good conclusion of what we want in Francis City. Remove all gray areas of the code and solidify verbiage based off the intent and purpose of having accessory dwellings. Review purposed code and modify how see fit.

Take Accessory Apartments out of City Code on a conditional use basis. Have an accessory apartment as an allowed use if you meet all these requirements.

Accessory Apartments:

- Not exceed 1,000 square feet.
- Requires additional water and sewer connection.
- Not for rental purposes, required to sign affidavit that unit is for relative/friend use.
- Provide off street parking, FCC 18.100.100
- Not allowed in Residential Cottage Zone.
- Not allowed in Conservation Subdivisions.
- Not allowed in Platted Subdivisions.
- Not allowed on anything less than ½ acre lot.
- Meet same setbacks of the zone proposed in.

Community Review:

There was a lot of conflicting opinions on this matter, the only consistent seemed to be all attendees agreed there needed to be some change in our current City Code as it reads now. A few points I got out of the public comments were:

- No secondary connection, argument was if only 1000 sq. ft. allowed, that is not adequate size to justify an impact large enough for a second connection.
- Only allow detached accessory dwellings if owner opts out of basement, have an either/or option.
- Some residents had concerns that the amount of traffic accessory dwellings create is an issue.
- Have accessory dwellings as immediate family occupied, no rentals. Residential Half code states: single-family residential lots and open space. Allowing a rental accessory dwelling, you defeat both descriptions written in the code.
- It was mentioned that we allow accessory dwellings for the affordability purpose. We have recently incorporated smaller lots in our Residential Cottage Zone and a Multi-Family Zone into our code to mitigate the affordable issues.