

**Francis City Planning Commission Meeting**  
**Thursday, January 19th, 2023, 7:00pm**  
2319 So. Spring Hollow Rd. Francis, Utah

*The Community Center will be the anchor location for this meeting.  
You may view the meeting via zoom, but no public comment will be taken via zoom.  
Comments may also be made by email to [comments@francisutah.org](mailto:comments@francisutah.org).*

*Francis City is inviting you to view the meeting by following the link below or by calling 1-346-248-7799. Meeting ID: 821 7604 9755, Password: 730679 or  
<https://us02web.zoom.us/j/82176049755?pwd=WksyRVZEeDdydVJEbGdoV0tmUU9FQT09>*

**Attending:** Chairman Brian Henneuse, Co-Chair Bob Murphy, Commissioners Justin Ciampi, Planner Katie Henneuse and Engineer Scott Kettle. Commissioner Elizabeth Reeder was absent.

**Others Attending:** Dana Shepard, Danny and BobbiJo Johnson, Nick Mingo, George Barlow, Steve Zabriskie and Steve Fitzgerald. Justin Harding (zoom).

**1. Call Meeting to Order---**Commissioner Henneuse called the meeting to order at 7:01 pm on January 19th. Commissioner Henneuse mentioned that we have two new commissioners joining us this month, Justin Ciampi and Rich Christiansen. He asked Justin to introduce himself.

Justin introduced himself as Justin Ciampi who moved here over a year ago with his wife, young son, and dog. He loves it here and is happy to be joining the team.

Rich Christiansen introduced himself and said he moved here from Colorado eight months ago. He grew up in Colorado. Been to school in Utah, his family is from Utah. Traveled around the country to Arizona, California, New York City and was looking for something better. This seems to be the better and trying to make sure it stays the better.

Commissioner Henneuse mentioned the first item on the agenda which is a meeting time amendment. Planner Henneuse was asked to take over.

**2. Public Hearings----- Planning Commission Meeting Time Amendment**

The City Council changed its meeting time from 7 pm to 6 pm in 2020. There have been discussions about changing the Planning Commission's meeting time to 6 pm as well. The City Code is very strict on sitting on Planning Commission. Not so much on the City Council. The Planning Commission has lots of rules. One of the rules for the Planning Commission is, meeting on the third Thursday of each month at 7 pm is the meeting time for the Planning Commission. So instead of setting an exact time and date she wants a little bit more flexibility, still public notice everything appropriately but change it to say, as close to on the annual meeting schedule, as provided in accordance with the Utah Opened Public Meeting Act. (See attachment for the regular meeting time as posted on the annual meeting schedule).

**Staff Recommendation:** Discuss the proposed amendment and if agreeable to the Planning Commission, positively recommend the amendment to the City Council.

**Community Review:** A public hearing is required for this item. Adequate notice of the public hearing was given. Danny Johnson, attending the public hearing, agrees with the proposed time changes.

**Commissioner Murphy made the motion to approve the meeting time change and Commissioner Ciampi seconded the motion. Chair Henneuse and Commissioners Christiansen, Ciampi and Murphy voted in favor. Unanimously forward to City Council with a positive recommendation.**

**3. Public Hearing ----Residential Outdoor Lighting Amendment--** Chair Henneuse explained how tabling an amendment works for everyone to understand. The Planning Commission and City Council reviewed the Preliminary Plans for the Hidden Meadows development in September and October 2022. During these discussions, a recommendation was made to consider changing the City's Outdoor Residential Lighting code to restrict eave lighting.

Planning Commissioner Bob Murphy suggested amendments at the November 2022 Planning Commission meeting. The item was tabled so that the amendment could be researched further. Staff researched codes restricting eave lighting in Summit County, Midway, and Elk Ridge, Utah. Portions of codes from these Cities were incorporated into the attached proposed code.

**Staff Recommendation:** Review the amended code, suggest changes if needed, and send a recommendation to the City Council.

Commissioner Murphy discussed his reasoning for initiating this code text amendment. He is concerned that with new developments approved on the east and west hills there could be a lot of lighting. He asked if we should add a requirement that a lighting plan be turned in with a building permit application.

Planner Henneuse explained the process for checking that new buildings are following the lighting code.

Commissioner Ciampi said we may need to look at Jellyfish lighting. To him it is more of a nuisance than eave lighting.

Commissioner Christiansen asked – What is the difference between eave lighting and Jellyfish lighting? He pointed out that this amendment could be used to help reduce the Jellyfish lighting too.

Chair Henneuse said the difference is the temporary nature of when the light is turned on. Some people don't use Jellyfish lighting temporarily. They celebrate all the holidays.

Commissioner Christiansen said we could be getting too detailed if we did that.

Commissioner Murphy asked if we should add a shutoff for lights.

Commissioner Christiansen thought we would be getting too detailed if we did that.

Chair Henneuse reminded everyone that this is a public hearing.

**Community Review:** George Barlow asked if that includes decorative lighting. There was a brief discussion on the lighting.

**Staff Recommendation:** Review the amended code, suggest changes if needed, and send a recommendation to the City Council.

**Commissioner Ciampi motioned for a positive recommendation as written and adjust at a later with future concerns. Commissioner Christiansen seconded the motion. It was a unanimous positive recommendation.**

#### **4. Public Hearing---Onsite Express Concrete Conditional Use Permit / Dana Shepard**

Dana Shepard is representing On Site Express Concrete. She is applying for a Conditional Use Permit (CUP) for a batch concrete processing plant on parcel FT-2078. A picture of the location was shown. This parcel is in the light industrial zone. The property is owned by Cloverleaf Ranch LLC, which presently operates two businesses on the property. One to sell stockpiled gravel pit material and topsoil and the other is a contractor storage yard. A CUP was issued to Cloverleaf Ranch LLC, in 2018 for the stockpile and topsoil.

It's anticipated that the plant will operate five days a week, between March to November. Generally, the plant is shut down during the winter months. It is expected that six full trucks loads will enter or leave the site daily. The applicant's proposed hours of operation are between 6 am and dark. They have applied for and have attained an Air Quality Permit from the State of Utah. (See attached copy).

A water tank will be used to store water for the batch plant. The tank will be filled with spring water, using industrial water rights owned by Cloverleaf Ranch. Waste from the plant will be placed in a lined pit, which will be removed to an offsite disposable location periodically. The applicant does not anticipate any additional odor, noise, or light impact use from the use of the property.

Planner Henneuse gave a report on the Onsite Express Concrete Conditional Use Permit. Looking at our own code concrete batch plant is an allowed use in a light industrial zone. However, it does require a Conditional Use Permit. (See attachment)

Reasonable conditions that mitigate detrimental effects of this business may be recommended by the Planning Commission and approved by the City Council. The Planning Commission may want to consider recommending the following conditions that are consistent with the conditions imposed by the CUP for Cloverleaf Ranch stockpile and topsoil business. (See attachments).

**Staff Recommendation:** Positively recommend approval of the conditional use permit to the City Council with the conditions outlined in this report and any other reasonable conditions discussed to mitigate adverse effects on neighbors and the surrounding community.

Commissioner Chair Henneuse mentioned that he did not see any engineering report and he asked Scott if he has any concerns or comments he would like to make.

Engineer Kettle said he is looking into the water rights Cloverleaf has and right now it is industrial for sand and gravel. He is talking with the State engineer about sand and gravel, they just wash it, and the water stays onsite, with concrete batch site the water will leave the site. He is talking with the State Engineer to determine if it can be used for this business. It needs to be a condition for approval.

Steve Fitzgerald mentioned he has a water rights attorney who has checked in to his situation, he is not going to pursue anything that way until they know what they are going to have done.

Chair Henneuse stated that this is an item for public comment, so if someone wants to make a comment please go ahead.

Steve Zabriskie who runs the gravel pit next door said he has no problem with it. He's concerned about the 2-way traffic on Spring Hollow Road. Where will they get the aggregate, he asked?

Dana Shepperd answered from Coalville.

Someone asked if Onsite will have to follow the same traffic pattern he does of going in empty on Lower River Road and coming out full on Spring Hollow Road? The new business should pay the same fee he pays.

Steve Fitzgerald said the fee does not make sense for partial loads. There was a discussion about the fee and rate ordinance and how the fee is charged.

Planner Henneuse read the code. It is for any load, even if it is not full. (See attachment).

Chair Henneuse asked about the directional flow of traffic. He is aware of where the sites are located and explained how the flow of the traffic should work with the CUP.

Engineer Kettle said the trucks come into town.

Steve Fitzgerald said no one is doing that right now. It's impossible with a lot of snow.

Steve Zabriski estimated that imported aggregate comes in at about 40-ton, with the county having a 20-ton weigh limit on Lower River Road. He stated directions for trucks coming and going out of the site, between Spring Hollow and Lower River Road within his CUP.

Planner Henneuse explained that Engineer Scott Kettle and she don't think it should be added as a condition.

Engineer Kettle explained how the traffic pattern works for some of the other businesses. He suggested adding a condition that the traffic cannot back up and sit on Spring Hollow Road. Trucks will have to wait in the driveway.

Steve Zabriski said he thinks his CUP should be changed if this new business doesn't have to follow the same traffic pattern.

Dana said that she thinks this business would be a great asset to the community. She knows people are having a hard time getting concrete.

Commissioner Ciampi asked if there is any residential nearby?

Planner Katie explains that most of the residential is off Spring Hollow.

There was a discussion on conditions regarding hours and days of operation. The Commissioners agreed with the fees in the fee and rate ordinance, the dust condition, and the revocation condition. (See attachment).

Steve Fitzgerald said he does what he wants and doesn't follow the condition.

**Commissioner Ciampi motioned that we make a positive recommendation based off the following changes to the hours of operation as discussed. With the changes, the start time at 6 am, leave at 6:30 am and end time at 8 pm. Same hours on Saturday. No truck traffic on Sunday. The other conditions 2, 3 & 4 as staff recommends. No trucks standing on Spring Hollow Road be added.**

**Commissioner Christiansen seconded the motion. All in favor. Unanimous positive recommendation with hours of operation, staff recommended 2, 3 and 4 and addition of condition not to let trucks sit on Spring Hollow.**

**5. Public Hearing---** Francis Commons Phase 2 and 3 Final Plat / Nick Mingo---Planner Katie Henneuse read the Executive Summary report on Francis Commons Phase 2 and final Plat Approval. (See attachment).

**Staff Review---** Staff reviewed phase 2 and 3 plats considering City Code sections 17.35(Final Plat), (18.57 City Center Zone), and 18.58 (Multifamily Housing). The Developer met the zoning and final plat requirements for Phase 2 and 3 with one outstanding item which is to finalize the address tables after addresses are obtained from Summit County.

Staff positively recommend approval of the Francis Commons Phase 2 and 3 final plats with the condition that the address table be completed before recording the plat.

Engineer Kettle was asked if he had anything to add and he said that the plans have been reviewed, they look good just waiting for the addresses from the County.

**The motion was made by Commissioner Christiansen to forward this with a positive recommendation for approval to Council with the condition that they get the address table finished. Second by Commissioner Ciampi. A unanimous positive recommendation on the condition that the address table be added.**

#### **6. Johnson's X Commercial Site Plan / Danny and Bobbi Jo Johnson**

Planner Henneuse reviewed her staff report on the Johnson's Excavating. (See attachment).

The site plan approval covers six different items.

**Trash storage motion passed by Commissioner Ciampi to approved. Second by Commissioner Christiansen. Unanimously approved.**

**Landscaping plans motioned by Commissioner Christiansen to approve the landscape plans based on the fact that it is a relatively a small building on a big plat that they are trying to keep the agricultural nature and appearance to it. And not require them to plant trees and to go through the other hurdle of normal landscaping requirements. Commissioner Murphy second the motion. Unanimous approval.**

*Parking plans motioned by Commissioner Ciampi that we submit a positive recommendation to this plan parking. Seconded by Commissioner Christiansen. Unanimous positive recommendation.*

*Lighting plans motioned by Commissioner Christiansen for a positive recommendation of the lighting plan. Seconded by Commissioner Ciampi. Unanimous positive recommendation.*

*Architectural plans motioned by Commissioner Ciampi to recommend. Seconded by Commissioner Christiansen. Unanimous recommendation.*

*Site plans motioned by Commissioner Ciampi to approve with the condition of the Army Corps of engineers returning on the ditch and the engineering plans requiring approval. Seconded by Commissioner Murphy. Unanimous positive recommendation.*

#### **7. Planner Update on the 2023 Meeting Schedule.**

It is planned that we will have a meeting every third Thursday, starting 6 o'clock next month. No meeting in December. Traditionally we don't have a meeting in December.

*Commissioner Ciampi motioned to accept the meeting schedule as drafted. Commissioner Christiansen seconded Unanimously meeting schedule approval.*

#### **8. Approval of Minutes from September 15<sup>th</sup>, 2022, and November 1<sup>st</sup>, 2022**

Commissioner Murphy motioned the approval of the September 15<sup>th</sup>. Commissioner Ciampi seconded. Unanimous approval.

**9. Election of Chair and Vice Chair:** *Chair Henneuse nominated Commissioner Murphy.*

**Commissioner Christiansen motioned Justin Ciampi seconded. Unanimous approval.**

**Commissioner Vice Chair nominee is Rich Christiansen.**

**Commissioner Justin Ciampi motioned, Bob Murphy second. Unanimous approval.**

**10. Adjourn**

*Commissioner Chair Henneuse motioned the meeting adjournment. Commissioner Ciampi Seconded. All in favor: motion passed.*