

## **Francis City Planning Commission Meeting**

Thursday, November 2<sup>nd</sup>, 2023, 6:00pm  
2319 South Spring Hollow Road, Francis, UT

*Comments may also be made by email to [comments@francisutah.org](mailto:comments@francisutah.org).*

The meeting will be streamed live on the Francis City YouTube channel:  
<https://www.youtube.com/channel/UC-9wahpEELShvGQZShXGIXg>

**Commissioners:** Chair Bob Murphy, Commissioners Kimberly Lawson, and Justin Ciampi

**Excused:** Commissioner Sam Strebel and Rich Christiansen

**1. Call Meeting to Order---**Chair Murphy called the meeting to order. He announced the items that were on the agenda to be discussed.

**2. Public Comment---**Chair Murphy explained how the public comment period worked. There was no public comment.

**3. Public Hearing** –Planner Henneuse read her staff report (see attached). Atkinson Acres Subdivision---Parcel FT-2041-A located near 400 West Lambert Lane. She explained the land was divided into two parcels and she reviewed each parcel. She explained that there were two irrigation ditches that ran through the property. They are both identified on the plat with a 10' maintenance easement.

Planner Henneuse explained that the Francis City Development Code provides a simplified process for Minor Subdivisions.

Commissioner Lawson wanted to know which way the house would face, and she was told north.

Planner Henneuse gave her recommendations.

Public commented period was opened.

Riley Atkinson stated that he lived at 570 West Lambert Lane, he introduced himself and his wife Thea. He explained this land has been in his family for years and that is why he wanted to build here. He wanted to know about the gas and sewer and what he had to do to get going on that and get things in his name.

Engineer Kettle informed him that the gas, phone, and power do not have to be done, but if they could produce a bond for \$6,000 to \$8,000 dollars then they could record the plat and get their loan.

Riley is hoping to get things finalized before the end of the year. He then asked about Beaver Shingle Creek water shares and if things had been taken care of yet, he was told no.

Planner Henneuse explained how the water worked and why he was asking that question.

Chair Murphy asked about the other seven acres and wanted to know if they would be developed.

Delorus Atkinson explained that in the next 5-7 years some of her other nephews may want to build.

Planner Henneuse explained that they may have enough for 5-6 more homes. She also explained that they could eventually ask for a re-zone.

Commissioner Ciampi asked if they had given up on a bike path through there. Commissioner Lawson wanted to know if he was talking on Lambert. She was told yes.

Planner Henneuse explained with the General Plan they are working on that. But they are not there yet. Commissioner Ciampi wants to remember they want a trail to connect across the front.

Riley explained that right now they will have the road for everything and then if they divide in the future everything is already done.

The public comment period was closed.

***Commissioner Ciampi motioned to approve with a positive recommendation for City Council. Commissioner Lawson seconded the motion. All Commissioners present voted in favor; the motion passed.***

**4. Public Hearing – French Cottage Bakery Conditional Use Permit---**Planner Henneuse read her staff report. (see attached) She informed the Commission that Ben Cornet, owner of French Cottage Bakery, applied for a business license for a bakery to be operated out of this home at 1459 Rock View Court.

She explained that when she looks at this, she looks at how it will affect the neighborhood. She explained that the traffic is not more than normal in the neighborhood, but there will be a monthly delivery. He has applied for a building permit to do this in his garage. She feels that they have mitigated having a big delivery truck on the road once a month.

She reviewed the code on parking spaces and whether there is the required space. She explained how the conditional use permit worked and the conditions.

1. Commercial Vehicle
2. Employees
3. Health Department Permit
4. Violation of this Permit

Staff recommend reviewing and approving the conditional use permit with reasonable conditions to mitigate any adverse effects on neighbors and the surrounding community.

Ben Cornet resides at 1459 Rock View Court. He explained he is a pastry chef and would like to manufacture food. They moved here from Vegas to do this.

Commissioner Lawson asked once the product is done how it is taken care of. Ben explained how things would be taken care of. She also wanted to know if the employees would be parked on the street during the winter. She was told no. She also asked if there would be fire hazards. He told the Commission they do not bake. It is frozen dough.

Chair Murphy wanted to know who they were selling the product to. He was told Ballerina Farm. He then wanted to know what their sales were. He was told \$120,000.

Commissioner Lawson asked what happens if the sales take off, have they thought about what they were going to do. Ben said they eventually hope to move into Ballerina's new facility and not have this done at his home.

Chair Murphy said the letter that Planner Henneuse has is a letter from a neighbor and he asked about the other neighbors. Ben explained that the neighbors are in favor.

Public Comment period was opened.

Planner Henneuse read a letter from Mike & Holly Sotter. (see attached letter). They would feel extremely fortunate to have the list of buying local to include The French Cottage Baker!

Chair Murphy's concern would be Fed Ex and UPS showing up every day, but he did not see an issue really.

***Commissioner Lawson motioned to approve with conditions as recommend by staff.***

- 1. Commercial Vehicle***
- 2. Employees***
- 3. Health Department Permit***
- 4. Violation of this Permit***

***Commissioner Ciampi seconded the motion. All Commissioners present voted in favor; the motion passed.***

Planner Henneuse explained how things will work from here on out.

Ben is working on getting the health permit.

**5. Public Hearing – Grade and Building Height Amendment---**Planner Henneuse reviewed her staff report and explained the purpose of this amendment. (see attached staff report).

She explained that some things are in the code in several places, and she would like to narrow it down to just one place. She would like to add a definition for finished grade and explained the natural grade recommendation. Then the height definitions need to be worked on. She would just like everything simplified.

Planner Henneuse explained and reviewed all the changes that she felt were necessary. (see attached City Code changes)

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 later.

Public comment opened.

Riley Atkinson liked the revisions that Planner Henneuse has proposed.

Chair Murphy asked about Wes's project and how that would work. Planner Henneuse explained that she and Engineer Kettle have talked about that, and she explained that finish grade can't be higher than the road.

Commissioner Ciampi asked about the parapet and things and how she produced some of the changes. Planner Henneuse explained how everything came about. She explained that a hotel would like to be built here, and they would like a parapet wall as they did not want to have an elevator shaft sticking out. Planner Henneuse explained how she produced her wording and all the of cities that she reached out to.

***Commissioner Ciampi motioned to forward to City Council with all changes as written by staff. Commissioner Lawson seconded the motion. All Commissioners present voted in favor; the motion passed.***

**6. General Plan Update Discussion---**Planner Henneuse explained that they are making substantial progress, and this will be the last of the General Plan they will be looking at. At the next meeting they will need to be able to finalize and pass it on to the City Council.

Commission reviewed and discussed three elements. Public Utilities, Parks Open Space, Trails, and Economic Development. (see attached General Plan)

Commissioner Ciampi brought up secondary water and Engineer Kettle explained that people think if we have secondary water, it is cheaper, he explained why it is not. We would have to have more employees to operate and maintain. He explained there is a lot of discussion on this. But we could add further study and feasibility of secondary water system. It was decided that it will be added. Commissioner Ciampi wanted to know if it would reduce demand for the system and Engineer Kettle explained how things worked.

The Commission discussed the trails and can the City require landowners to do them on their property. The only way the City can require for sure is in developing subdivisions and annexations.

Planner Henneuse did not place a timetable on the projects, and she would like to prioritize and schedule them out.

Commission discussed the Highway corridor. Planner Henneuse explained some of the discussions that she has had with other Cities.

Commissioner Ciampi asked when the General Plan was finalized could they have a hard copy to look at and review. He was told yes.

**7. Planner Update** ---Planner Henneuse discussed moving the November meeting. The Commission discussed options on dates. Planner Henneuse will keep them all updated on when the meeting is moved to.

Commissioner Murphy explained that regarding an email he received from Attorney Christopherson today, something that never came before him was the easement of 10' and 10' on the 20' foot ditch easement and trail easement on the south side of Hart Crossing. What his concern is that he thinks the process is flawed because we went from Preliminary Plat Plan to Final Plat Plan then another plat note was put in and the Planning Commission was not notified.

Engineer Kettle explained that it happens all the time. Council can make plat notes.

Commissioner Murphy said then it comes back to the Planning Commission.

Engineer Kettle said it came back to them for final approval. Commissioner Murphy said when it came back to them, they were not told the change was made by the City Council. In his eyes that is the wrong way to do it. In the future, the Planning Commission should be notified of the Council changes. In his eyes they lost a trail. Engineer Kettle said if there is 20' they can still make things work.

Commissioner Murphy's point is in situations like that they need to be transparent.

It was decided that in the staff report that Planner Henneuse will highlight any changes between the preliminary and final plat.

Commissioner Murphy would like the plat notes on a separate sheet, so everything is in writing and not just on plat notes.

Engineer Kettle feels that things need to be in the development agreement.

**8. Adjourn**---*Commissioner Ciampi motioned to adjourn. Commissioner Lawson seconded the motion. All Commissioners present voted in favor, meeting adjourned.*